

**Coretta Scott King Young Women’s Leadership Academy**

**2015-2016 Student Uniform & Dress Down Day Expectations & Tier of Consequences (updated August 04th, 2015)**

 **School-Wide (6-12) Uniform Expectations:**

* **Pink, White, or Brown Collared Shirt**
	+ **CSK Logo is not required**
* **Chocolate Pants**
	+ **NO skinny jeans, leggings, or “jeggings”**
* **Black & Brown Socks**
* **Black or Brown Dress Shoes**
	+ **No athletic/tennis shoes**
	+ **Toms, Sperrys/Boat Shoes are acceptable**
* **Pink, White, Brown, or Black Hair accessories (bows, ribbons, barrettes headbands)**
	+ **No scarves of ANY kind (unless for religious purposes)**
	+ **No bandanas of ANY kind**
* **Outerwear:**
	+ **Students can wear any color jacket, coat, or hoodie upon entry/arrival to school. These items MUST be placed in the student’s locker BEFORE 1st period/entry to their 1st period class**
		- **Until lockers are issued, students can keep these outerwear items in their book bags. They can NOT be worn until dismissal.**
	+ **During school hours and in the building, students can ONLY wear sweaters, hoodies, or jackets that are white, light pink, black, or chocolate. These sweaters, hoodies, or jackets can ONLY have the CSK logo or phrasing.**
* **Hair Color**
	+ **Hair can be of any length**
		- **Please note that young ladies should consider the professional nature of their hair when attending special events, meeting guests, attending internships and job opportunities**
		- **Beginning January 2016, hair color must be a color that a person can be born with (i.e. grey, blonde, black, brown, red)**
* **Piercings**
	+ **Ear piercings are acceptable**
	+ **Facial, tongue, nose and other visible body part piercings are NOT acceptable**
* **Nails**
	+ **Nails need to be of appropriate length**
* **Make-Up**
	+ **Make-up should be modest and appropriate**

**Special Attire Privileges**

* **Senior First Friday (12th Graders ONLY)**
	+ **Every 1st Friday of the month, all students who meet the requirements of being a senior will be allowed to dress out of uniform/dress down. Dress down attire expectations will be followed.**
* **Campus-wide, Grade-Level, and/or Incentive Based Dress Down Days will be designated by the Principal ONLY. Dress down attire expectations will be followed.**

**Daily Teacher & Grade Level Administrator Uniform Sweep**

**The 1st period teacher will conduct a mini “uniform overview check before young ladies enter the classroom. Grade Level Administrators (GLAs) and/or the school-building support staff will sweep their designated hallways at 8:45am each morning and collect uniform violation notes that are posted to the door. If a student is late to school, the attendance clerk will document any uniform violations.**

**1st Floor Uniform Sweep: Ms. Riley (Back-Up: Ms. Adams)**

**2nd Floor Uniform Sweep: Mrs. King (Back-Up: Ms. Madison)**

**3rd Floor Uniform Sweep: Ms. Barksdale (Back-Up: Mrs. Mills-McKie) & Ms. Martin (Back-Up: Mrs. Hart)**

**4th Floor Uniform Sweep: Mr. Reese (Back-Up: ISS Coordinator)**

**5th Floor Uniform Sweep: Mrs. Murrell (Back-Up: ISS Coordinator)**

**The following tier of consequences will occur for uniform violations:**

**1st Uniform Violation: Logged in Infinite Campus by Ms. Riley and Verbal Warning by Teacher**

**2nd Uniform Violation: Logged in Infinite Campus by Ms. Riley & Parent Phone Call by Ms. Riley**

**3rd Uniform Violation: Logged in Infinite Campus & Parent Phone Call by Ms. Riley & Lunch Detention**

**4th Uniform Violation: Logged in Infinite Campus & Parent Phone Call by Ms. Riley & 1 Day of ISS**

**5th + Uniform Violation: Logged in Infinite Campus & Parent Phone Call by Ms. Riley, Parent Conference with Principal and Parent Liaison, and 2 Days of ISS**

**School-Wide (6-12) Student Dress Down Day Expectations:**

**There will be weekly, monthly, & quarterly opportunities for students to dress out of uniform/dress down. Dress Down Days are PRIVLIEGES; not RIGHTS. The principal is the only staff member that will designate and approve Dress Down Days for students. Students can NOT wear the following on designated Dress Down Days:**

* NO Tank tops, sleeveless tops, strapless tops, shirts with spaghetti straps, crop tops/midriff tops
* NO Sheer shirts or pants that expose undergarments
* NO pants, jeans, shirts, shorts, or dresses with holes, rips, slits, or cuts of ANY kind
* NO leggings!!!
	+ Leggings can NOT be worn under shorts. Leggings can NOT be worn with just a shirt/top/blouse/sweater.
	+ Leggings are ONLY acceptable if worn under knee-length dresses and skirts.
* ALL skirts, dresses, and shorts must be at least knee length
* NO shorts, skirts, or dresses with slits/splits above the knee
* NO slippers/house shoes
* ***In addition, the following are NOT permitted on Regular Dress/Uniform AND Dress Down Days:***
* Moccasins, sandals, high heels, platform shoes, and wedges over 3 inches
* No gloves, hats, scarves (unless for religious reasons; verification is required), sweaters/jackets/hoodies (other than approved uniform sweaters) can be worn inside of the building,
* Sunglasses (unless for documented medical purposes) or ear warmers
* Inappropriate, offensive, or disruptive clothing or other items are not allowed under ANY circumstances at ANY time.
	+ Examples include, but are not limited to, clothing depicting or promoting drugs, alcohol, violence, prejudice, profane, vulgar, sexual, drug-related, violence-related, language, or any other obscenities.

***This is not an all-inclusive list. If students or parents have any questions about a particular article of clothing they should forward those questions to the Grade Level Administrator and or Principal. The administration has the discretion and final decision to decide what is acceptable or unacceptable in regards to grooming, hair length, and the uniform code. When students attend afterschool events (i.e. concerts, athletic events, parent/teacher conferences, etc.) they must keep in mind school-appropriate attire expectations. The Principal reserves the right to make any changes/updates to the policy.***

**Dress Down Day Tier of Consequences**:

Teachers will directly notify their Grade Level Administrator (GLA) of dress down day violations. Teachers can send an email or text to their GLA about these violations.

* **1st Dress Down Day Violation**: Logged in Infinite Campus and Parent Contact made by Grade Level Administrator. Student cannot participate in any grade level or campus-wide dress down days for the next/upcoming month. Student can remain in classes for the day. Parent Liaison, Graduation Coaches, Guidance Counselor or GLA will assist in providing appropriate attire to cover up.
* **2nd Dress Down Day Violation**: Logged in Infinite Campus and Parent Contact made by Grade Level Administrator. Student cannot participate in any grade level or campus-wide dress down days for the remainder of the quarter. Student will be sent to In-School-Suspension (ISS) for the day. Refusal to go to ISS will result in a conference with the principal and 2 days of In-School-Suspension (ISS) or 1 day of Out-Of-School (OSS) Suspension.
* **3rd Dress Down Day Violation**: Logged in Infinite Campus and Parent Contact made by Grade Level Administrator. Student cannot participate in any grade level or campus-wide dress down days for the remainder of the semester. Student will be sent to In-School-Suspension (ISS) for the day. Refusal to go to ISS will result in a conference with the principal and 2 days of In-School-Suspension (ISS) or 1 day of Out-Of-School (OSS) Suspension.
* **4th Dress Down Day Violation**: Logged in Infinite Campus and Parent Contact made by Grade Level Administrator. Student cannot participate in any grade level or campus wide dress down days for the remainder of the school year. Dress Down Day participation will be re-instated at the beginning of the next school year by Principal. Refusal to go to In-School-Suspension (ISS) will result in a conference with the principal and 2 days of In-School-Suspension (ISS) or 1 day of Out-Of-School (OSS) Suspension.