

Catherine T. Reed Elementary School
Mandatory Uniform Policy Guidelines

Student Name (PRINT): _____ Grade: _____

Parent Signature: _____ Date: _____

| | <p align="center">ACCEPTABLE (Can Wear)</p> | <p align="center">UNACCEPTABLE (Cannot Wear) Appropriate disciplinary action will be taken when students do not adhere to mandatory uniform dress code.</p> |
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| <p>Shirts/Tops</p> | <ul style="list-style-type: none"> • Navy blue Polo shirts ONLY with NO logos on the shirt. Shirts can be long or short sleeve. • All undershirts must be white and worn under the shirt and cannot be visible. • Shirts are strongly encouraged to be tucked in uniform bottoms. | <ul style="list-style-type: none"> • T-shirts are NOT acceptable • Shirts MUST be plain in color and cannot have any design logos, characters, names or numbers of any kind. • Undershirts and t-shirts should not be visible--out of the sleeves of shirt and MUST be plain (no writing). • Students CANNOT wear another color shirt in lieu of their uniform shirt. |
| <p>Other Tops</p> | <ul style="list-style-type: none"> • Sweater/Cardigan: Solid black or navy blue sweater/cardigan | <ul style="list-style-type: none"> • Sweater/Cardigan cannot have hoods, designs, logos, characters, names or numbers. |
| <p>Bottoms: Pants, Skirts, Jumper/Dress, Skorts and Shorts (Warmer months)</p> | <ul style="list-style-type: none"> • Tan khaki bottoms are REQUIRED. • Elastic waist bottoms are allowed. • Bottoms must have a finished hem line. • Uniform pants can be worn SECURELY with a belt around the waist (optional). • Skirts, Skorts and Shorts must be tan khaki and fall within six (6) inches below the buttocks, or not shorter than fingertip level. | <ul style="list-style-type: none"> • No cargo pants • No splitting or cutting of pants at the hem or bottom • No pants with characters, letters, numbers or designs of any kind. • No leggings. • Pants or shorts with patches, designs or lettering are NOT allowed. • Pants cannot be rolled up or tucked into shoes or boots. |
| <p>Socks/Tights</p> | <ul style="list-style-type: none"> • Solid white socks/solid white tights, solid black socks/solid | <ul style="list-style-type: none"> • Socks/Tights cannot have characters, multi-color print, |

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| | <p>black tights or solid navy blue socks/navy blue tights are acceptable.</p> <ul style="list-style-type: none"> • Tights or shorts (when wearing socks) should be worn under dresses/jumpers. | <p>or designs, holes, names or anything dangling</p> <ul style="list-style-type: none"> • No leggings. |
| Shoes | <ul style="list-style-type: none"> • Solid black, solid brown or navy blue soft bottom or solid black tennis shoes are acceptable. • Shoes with Velcro to secure are permitted. • Boots (solid black, solid brown or navy blue) are only worn when there is a snow day and during inclement weather. | <ul style="list-style-type: none"> • Shoes may not contain colored stripes, additional colors, characters, names, letters, and designer insignias of any size. • Wearing snow boots when there is no snow is NOT permitted. • No sandals, slippers, or flip-flops. Both feet must be fully covered. |
| Belts | <ul style="list-style-type: none"> • Solid Brown, solid black or navy blue | <ul style="list-style-type: none"> • Belts with designs, colorful or large buckles are NOT allowed. • No belts hanging on the side. |
| Head Covering | <p>As is stated in the PGCPSS System-Wide Dress Code for Students, "Headress may be worn indoors for religious or health reasons only".</p> | |

Additional Requirements/Notes

Jewelry: Any jewelry worn should be small and age appropriate. Any student wearing large, cumbersome, dangly jewelry or accessories will be asked to remove said items.

Coats and Jackets: Students will not be permitted to wear coats or jackets during the school day except in the case of a heating emergency.

Footwear: Rain or snow boots may be worn to school, however, students will be required to change into regular shoes or tennis shoes upon entering their classroom.

Head: No hats or any headress can be worn except for recognized religious or health reasons.

Uniform Violations

FIRST violation: The school representative will contact the parents/guardians by phone, send home a uniform violation letter and notify administration.

SECOND violation: The school representative will contact the parents/guardians by phone, send home a second notice and contact administration.

THIRD violation: The administration will call the parent/guardian and send home a written notification.

FOURTH violation: The administration will arrange a parent conference to reiterate the parameters of the policy and the consequences of future violations. Written notification will be sent home documenting the conference.

FIFTH violation: The student will be removed from class by administration and the student complete classroom assignments provided by the teacher in another part of the school.

SIXTH violation: A parent/student conference will be held with administration and teacher. A final warning will be issued, advising them that another violation will result in a determination of intervention according to *Prince George's County Public Schools Student Rights and Responsibilities Handbook, Section Six (6): Disciplinary Responses, Code of Student Conduct, Failure to comply with school dress code, All Grades (AG) (Grade Level), 1 / 2 (Level of Response)*. Documentation of this meeting will be given to parent. A copy of handbook is posted on school website, <http://www1.pgcps.org/catherinetreed/>.

**as noted in PGCPS Administrative Procedure 0600, School Uniforms*