**Student Uniform Policy**

Student Uniforms

Students are expected to come to school in the approved uniform. Information regarding the required uniform can be found in the school office and [www.vickimarsha.com](http://www.vickimarsha.com/).  Clothes must be appropriate size, with the waist of the garment worn at the student’s waist. Clothing that is too tight or too loose is not appropriate. Hoods on sweatshirts and hats may not be worn at any time inside of classrooms. Open-toed shoes are not permitted at schools. Scholarship Prep will support families that face individual hardships with securing uniforms.

**Uniform Guidelines:**

* All students are expected to be in SPCS school uniform daily
	+ White shirt (w/ logo)
	+ Navy Blue Bottoms (slacks, skort, shorts) or SPCS plaid
		- No denim

**Procedure for Non-Compliance:**

**1st Violation**

* If a student is non-compliant with the uniform expectations/policy:
	+ The classroom teacher will initially speak with the student to ascertain the reason for the noncompliance.
	+ The classroom teacher will make initial parent contact by phone or electronically for first infraction.
	+ Teacher will send home “Scholarship Prep’s Uniform Policy” form for first violation, which is to be signed by parent/guardian and returned the following school day (form includes section for comments and parent can note if there is a hardship that requires administrator’s support to ensure compliance)
		- If form is not returned the following school day, student will be sent to office for parent contact by administrator or office staff
	+ If parent notes there is a hardship preventing uniform compliance, Administrator will contact to discuss and offer possible supports to ensure compliance and access to uniforms

**2nd Violation**

* Subsequent violations after the first incident will result in immediate student referral to office and parent contact will be made by telephone
	+ SPCS Reminder Slip will be issued by Principal, which is required to be returned on following school day
	+ Student will be required to remain in office until parent brings appropriate uniform components, student is taken home to change, or loaner is provided (if available)
	+ The principal will review the school uniform policy with the student and parent to make sure that they clearly understand the policy expectations

**3rd Violation**

* Student will be sent to office with SPCS office referral (cooperation grade cannot be higher than “C”) for “disobeying rules”
* Student will be required to remain in office until parent brings appropriate uniform components, student is taken home to change (loaner will not be given and parent/guardian will be responsible for bringing change of clothes or taking student to get change)
* In-person parent/student meeting with Principal will be scheduled to review violation of uniform policy
* Student will be placed on behavior contract related to uniform/dress code policy and further disciplinary actions including, but not limited to suspension for “willful defiance” will be considered for repeated violations