

Fall 2015

Dear Parent/Guardians:

Welcome to Topeka Charter School for Advanced Studies. As part of the school orientation process, I would like to provide you with information about our Uniform Dress Policy, which is enclosed. All students are expected to dress appropriately for the educational environment. We believe that appropriate student dress contributes to a productive learning environment, and we want to ensure the health and safety of our students.

We have chosen to adopt this School Uniform Policy to help create a sense of community and encourage pride in our school. The policy was developed by school staff, parents, and under the guidelines of the Los Angeles Unified School District Policy to support these goals. Students at our school are encouraged to participate in our School Uniform Policy.

As noted by Board policy, all students shall be required to show proper attention to personal cleanliness, health, neatness, safety, and suitability of clothing and appearance for school activities. In every case the dress and grooming of the student shall not:

- Cause actual distraction or disturbance in any school activity or actually interfere with the participation of a student in any school activity;
- Create a hazard to the safety of him/herself or others; and/or
- Create a health hazard.

Students are allowed to wear sun-protective clothing, including hats, for outdoor use during the school day. However, articles of sun-protective clothing that have been identified as “gang-related apparel” in our Uniform Dress Policy are prohibited.

Please take a few moments to review the Uniform Dress Policy with your child. If you have any questions or would like additional information, please feel free to contact Principal Dixon at (818) 886-2266.

If you are considering opting out of the School Uniform Code, please contact the school so we may facilitate your request. We look forward to a productive school year.

Sincerely,

Temika Dixon, Principal

Enclosure

**Topeka Charter School for Advanced Studies**  
**School Uniform Dress Requirements: 2015-16**

*In order to facilitate the optimal academic focus as well as student safety in our school, the following Uniform Dress Requirements have been implemented at Topeka Charter School for Advanced Studies. Topeka Charter School for Advanced Studies School's Charter Governance Council approved this updated policy on May 13, 2014 and the policy was also approved by the ESC North Operations Coordinator on May 13, 2014.*

The Los Angeles Unified School District believes that appropriate student dress contributes to a productive learning environment.

Courts have generally interpreted a student's choice of attire as a form of expression protected by the First Amendment of the Constitution. In general, the only restrictions that may be placed on attire are in cases where it disrupts the educational program or is necessary for the health and safety of the school environment. State law provides that a school district governing board may adopt a reasonable dress code policy, and/or permit school-wide uniform policies if the policy is necessary for the health and safety of the school environment. All dress codes must be gender-neutral. Students may not be disciplined or restricted from wearing attire that may be traditionally associated with the other sex. The School Uniform Policy shall be adopted as a component of the Safe School Plan.

LAUSD BUL-2549.1

Topeka Charter School for Advanced Studies desires to create an educational atmosphere that maximizes learning. Modesty, moderation, neatness, and cleanliness are the overriding principles of the Topeka Charter School for Advanced Studies uniform policy. The students dress should reflect pride in their school and respect for themselves.

The purpose of this Student Dress Code is to ensure that students wear appropriate apparel to school. This helps promote a safe school environment.

**The main reasons for implementing a uniform policy are:**

- **Students from Topeka Charter School for Advanced Studies will be easily recognized walking to and from school and on campus.**
- **Students will feel a sense of belonging to, and pride in Topeka Charter School for Advanced Studies School.**
- **Students will show mutual respect for others regardless of ethnicity or financial status.**
- **School uniforms have a positive effect on students AND teachers!**
- **School uniforms boost school spirit!**
- **School uniforms promote a safe, healthy learning environment!**
- **School uniforms make mornings easier!**

- **School uniforms encourage individual self-expression.**  
With uniforms, students find ways to express themselves creatively, rather than through their clothes - through the arts, music, sports, personality and academic achievement.

School uniforms will aid us in holding high standards of **behavior, avoid distractions, and minimize competition (and, in many instances, avoid bullying.)**

*“The business of school is education and we can better spend our time on student achievement when we do not have to spend our time making sure student attire is appropriate for school.”*

**Our uniform policy allows for many student choices while ensuring that students are neatly and appropriately dressed for learning. Our uniform code is as follows:**

### **Be Safe**

1. Pocket chains are not allowed on campus.
2. Gauges with points and any other jewelry that possess a potential hazard are not permitted.
3. All shoes must be rubber soled and enclosed all around the heel, toes and sides. Shoes must be worn at all times on campus. Flip-flops, slippers, sandals or any type of beach footwear are not permitted. All shoes worn to school must be appropriate for physical education and recess.

### **Be Responsible and Respectful**

4. **Shirts/Tops** – Must be an approved and unaltered school spirit shirt, or a light blue, navy, or white polo shirt with no logos. All shirts must be long enough to cover the midriff when the student raises his/her hand. Tops cannot be shear, backless, side less, or worn off the shoulder.
5. **Pants** – Must be black, navy, blue, or khaki with no rips, holes, or tears. Jeans are permissible as long as they do not have any rips, holes, or tears. They must fit at the waist and be hemmed at the bottom. This is to eliminate sagging. They may be worn with or without a belt. If the belt is removed, the pants may not sag.
6. **Sweatshirts** – Must be solid uniform colors (light blue, navy, or white) or Tiger Spirit. Wear sweatshirts and zip up hoodies.
7. **Skirts and shorts** – Colors maybe solid black, navy, blue or khaki. Jean shorts/skirts are also permissible. They must be of appropriate length, which must be just above the knee or longer (fingertip length). All clothing may not have any rips, holes or tears. Shorts must be fitted at the waist and must be worn so as not to sag and must be hemmed. Athletic shorts may be worn in the above colors. Short shorts or Daisy Dukes are not permitted.
8. Hats must be worn outside only. They will be taken away if they are worn inside a building on campus. Any other hoods, non-official hats, or headgear of any kind are **not** permitted, and will be removed and held in the Office until picked up by a parent.
9. Any clothing or accessories that are disruptive to the educational process are not permitted.

10. Graffiti, inappropriate language or images are not permitted on backpacks, clothing, notebooks or planners.
11. **Headgear, earrings, and jewelry** – Small earrings may be worn in the ears. Caps, beanies, visors, and soft-brimmed fishing/golf style hats that are solid white or solid uniform colors (**no logos**) may be worn. Scarves, bandanas, curlers, or hairnets may not be worn on campus. Expensive jewelry should be left at home.
12. Clothing or insignias that are vulgar or profane, or that advocate racial, ethnic or religious prejudice, gang affiliation, or the use of weapons, tobacco, drugs or alcohol, are not permitted.

**Opting Out of the Uniform Dress Policy; Items you will be opting out of include:**

- White, light blue, or navy polos.
- Plain sweatshirts in uniform colors.
- Specific colored pants, shorts, or skirts.
- **\* If a family has chosen to opt out of the UDP, their child must have a signed opt out card on file. Each teacher will have a list of those students who have chosen to opt out in their classrooms.**
- All other Uniform Dress Policy Requirements must be followed.

**Consequences for Uniform Dress Policy Violations**

**All students will be directed to remove or replace that article of clothing that violates the UDP.**

**1<sup>st</sup> Offense:**

- Student will receive a verbal reminder. Additionally written notification and a copy of our Dress Code will be sent home to parents/guardians.
- Parents/ guardians will be asked to bring an appropriate change of clothes. If they are unable to do so, students will be provided with a school t-shirt that needs to be washed and returned the next day.

**2<sup>nd</sup> Offense:**

- At the discretion of the Principal.

The Principal may designate non-uniform days for special events such as Pajama Day, Twins Day, Sports Day, etc...Dress requirements for these days will be sent home to parents in advance.

**Uniform Exchange Program**

We will be developing a Uniform Exchange program through our PTA which will give parents the opportunity to exchange uniforms in good condition for other sizes.

***The Safety and Discipline Committee and the Charter Governance Council reserve the right, if necessary, to add, delete or modify this list, especially any and all items which affect the safety and security of our students and staff.***

**LAUSD Opt Out Letter**

I have been informed of Topeka Charter School for Advanced Studies School Uniform Policy. As the parent/guardian of \_\_\_\_\_ (please print name of child), I would like to opt out of the School Uniform policy for my child, effective immediately, for the current academic year. I have received a copy of the Student Dress Code and understand that my child must comply with the Student Dress Code. I also have been informed that at any time, I may inform the school that I would like my child to participate in the School Uniform Policy and may revoke this opt out at that time.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE RETURN COMPLETED FORM TO THE SCHOOL.

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