**Cesar Chavez Green Oaks Academy (CCGOA) Uniform Policy and Dress Code**

In order to emphasize an optimal learning environment, Dress Code and Uniform Requirements outlined below are implemented at Cesar Chavez Green Oaks Academy, as well as across the Ravenswood City School District. Students are to attend school and school events dressed in a manner that is clean, not hazardous and not disruptive to the normal routine of school. The administration reserves the right to determine whether clothing and appearance is appropriate for the school setting. The administration also reserves the right, if necessary, to add or delete the list outlined below as fashion trends change, especially any and all items which affect the safety and security of our students and staff. We encourage you to check our school website (<http://ccagoa.weebly.com/>) to track any changes in expectation that may occur. Parents will be notified of changes in uniform and dress code expectations in Take Home Tuesday newsletters from the principal.

No student is allowed on campus out of uniform. All Grades must wear a plain white collared shirt or black CCGOA shirt with plain navy blue pants, shorts or skirts.

Consequences for uniform non-compliance may include, but are not limited to: a warning, a directive to cover the non-complying clothing, or be provided with appropriate, clean clothing to wear for the remainder of the school day, a parent contact or conference, a home visit, and when alternate means of correction have been been exhausted, disciplinary action may occur. If students are in violation of uniform policy or deemed inappropriately dressed, they will be referred to the office to correct the situation.

**Be Safe**

1. Clothing may not have any written or pictorial representation deemed offensive, derogatory, or otherwise inappropriate. Graffiti or inappropriate language is not permitted on backpacks, clothing, notebooks or planners.

2. Platform and open toed shoes, sandals or slippers are not permitted. High heels are not permitted.

3. Any jewelry or decorative accessory that are sharp or possess a potential hazard are not permitted.

**Be Responsible**

4. Only “Approved” Cesar Chavez Green Oaks or RCSD hats, visors or shirts (i.e. AVID, Band, Class shirts, etc.) are permitted on campus. Hats must be worn outside only. They will be taken away if they are worn inside a building on campus. The brim must be facing forward at all times. Any other non-official hat, hood, headgear of any kind, decorative item, accessory of any kind, etc. that is not permitted will be removed and held in the Assistant Principal’s Office until picked up by a parent/guardian.

5. Shoes are required at all times. Tops must cover undergarments and have straps. Clothing must cover midriffs. Pants must cover undergarments. Shorts and skirts must be long enough to reach fingertip length of fully extended index finger.

6. Leggings, jeggings, tights, or other excessively tight clothing MAY NOT be worn at any time.

7. Any clothing or accessories that are disruptive to the educational process are not permitted.

8. Shorts may not be worn in conjunction with high socks.

9. Pajamas are not permitted except on designated Spirit Day(s)

10. Blankets are not allowed at school and not acceptable to wear as a jacket.

**Be Respectful**

11. Students shall wear a solid color “polo” style shirt (that has a collar and sleeves) and must be long enough to be tucked into pants/shorts/skirts. The shirt collar must be visible when an outer garment is worn. All shirts MUST have sleeves. Exposed midsections, backs, cleavage, bare shoulders and see-through tops are not permitted.

12. Ripped pants are not allowed.

13. Jackets, outer clothing and sun-protective wear must follow CCGOA Dress Code Requirements.

14. All pants must remain at the waist without the use of a belt, and may not be more than one size too large (not oversized).

15. Belts cannot be oversized and hang down from belt loops, and belt buckles with initials are not permitted.

16. White tee shirts are considered undergarments and are not permitted at school without an outer garment covering them.

17. Clothing or insignias that are vulgar or profane, or that advocate racial, ethnic or religious prejudice, gang affiliation, or the use of tobacco, drugs or alcohol, are not permitted.

**Progressive Discipline/Consequences**

**First infraction**

* Teacher submits referral to office for administrative follow up. Student sent to office and provided loaner uniform for temporary use. Written notice about dress code policy is sent home to be signed by a parent and returned the next school day to home room teacher.
* Warning is given.

**Second infraction**

* Teacher submits referral to office for administrative follow up. Student removed from classroom until a change of dress can occur
* Parent/Guardian contacted to bring change of clothes. If parent/guardian cannot provide uniform, student may be provided uniform for temporary use.
* Student meets with Vice Principal, followed up with parent phone call. Second written notice about dress code policy is sent home to be signed by parent and returned the next school day to home room teacher.
* Referral may be made to CASSY Counseling

**Third infraction**

* Teacher submits referral to office for administrative follow up. Student removed from classroom until a change of dress can occur.
* Parent/Guardian contacted to bring change of clothes. If parent/guardian cannot provide uniform, student may be provided uniform for temporary use.
* Meeting with Vice principal, and detention or school service at lunch is issued the day of offense.
* Referral may be made to CASSY Counseling

**Fourth infraction**

* Student removed from classroom until a change of dress can occur
* Parent/Guardian contacted to bring change of clothes. If parent/guardian cannot provide uniform, student may be provided uniform for temporary use.
* Vice principal phones parent to set up meeting to establish behavior contract. Detention or school service at lunch is issued the day of offense. If parent is unable to attend meeting, contract is establish over the phone and Ms. Nancy or Ms. Imelda will do home visit to drop off contract and go over follow up.
* Follow up phone call home, parent meeting, or home visit by Ms. Nancy or Ms. Imelda to revisit contract occurs within 10 days of admin/parent meeting.

**Subsequent infraction:**

* The act of repeated blatant refusal to abide by the standardized uniform policy and dress code may be considered an act of defiance and may result in disciplinary consequences. If a student becomes defiant about following a staff member’s reasonable request to change, go to the office, or call home for replacement clothing, disciplinary consequences may also result.