



## **UNIFORM POLICY AND PERSONAL APPEARANCE**

### ***PHILOSOPHY AND OVERVIEW***

At St. Mary's Catholic School, moderation, modesty, cleanliness, neatness, and good taste are determining factors for student appearance. One's appearance is frequently an indicator of one's attitude toward doing well. The grooming and attire of each student is to reflect an attitude of pride and respect toward self and the school, and to contribute toward establishing and maintaining an environment conducive to learning. Uniforms are worn by all students (PK-3 through sixth grade) attending St. Mary's Catholic School.

Inherent in the word uniform is uniformity. Parental support of these guidelines is extremely important. **It is the specific responsibility of each parent/guardian to ensure that the student leaves home clean and dressed appropriately in accordance with these regulations.** Parents will be notified of non-compliance and the problem will be corrected immediately.

You may purchase clothing with our logo from the following vendors: Land's End, Dennis Uniforms and French Toast. Items purchased elsewhere may have the logo put on at Cheyenne Stitch (307)634-0858; Trophy Creative LLC (307)634-6621; or Scrubs Unlimited (307) 634-3444 here in Cheyenne. While certain items may be purchased at other vendors the item must still meet the uniform specifications. If you have questions about whether an item is within the uniform policy, please contact the front office at (307)638-9268.

\*Plaid shift jumpers and plaid skirts can only be purchased from Dennis Uniforms.

\*Navy jumpers must be purchased from Dennis Uniforms, French Toast or Land's End.

Dennis Uniforms-	<a href="http://www.dennisuniforms.com">www.dennisuniforms.com</a>	(303)730-2255	Code: CMW
French Toast-	<a href="http://www.frenchtoast.com">www.frenchtoast.com</a>	(800)373-6248	Code: QS46FXY
Land's End-	<a href="http://www.landsend.com">www.landsend.com</a>	(800)469-2222	Code: 900047176

**ALL UNIFORM REGULATIONS AND GUIDELINES ARE SUBJECT TO THE DISCRETION OF THE ADMINISTRATION.**

**Final decision for any uniform policy violation, including hairstyle will be made at the discretion of the administration. Administration reserves the right to amend the uniform policy throughout the year should need arise.**

**Ties will be the responsibility of each family. However the school will have some new ties available to be purchased. If a student forgets a tie on Mass Day, the school will lend them one of our used ties. Failure to return the used tie after Mass, the family will be charged \$15.00. Used ties will not be available for sale, only new ties.**

**Uniform Policy Enforcement**

The uniform policy will be strictly enforced. The following consequences will be applied to uniform policy infractions.

**Missing/Incorrect Uniform Pieces/ Unauthorized Accessories Consequences**

- 1<sup>st</sup> Violation: A verbal warning will be given to the student.
- 2<sup>nd</sup> Violation: Student may lose privileges, a note may be sent home and/or student will call parent.
- 3<sup>rd</sup> Violation: Note will be sent home and/or student will lose privileges and student will call parent.
- 4<sup>th</sup> Violation: Student will lose privileges and parent may be required to bring correct uniform pieces to the school.
- Accessories – Students will be required to remove accessory and it may be confiscated.
- Additional Violations: Parent will be required to bring correct uniform pieces to the school. Other consequences will be applied as determined by the principal.
- The principal may make the determination of the consequence based on the age of the student.

**Mass Uniform Policy**  
**Grades PK3 - 5**

**Girls**

- Plaid shift jumper
  - NOTE: Solid black or navy blue bike shorts or tights must be worn underneath skirts/jumpers at all times.
- White Peter Pan blouse
- Navy cross over tie (for Mass Only - 2<sup>nd</sup> – 5<sup>th</sup>) **Parents Provide may be purchased from the School**
- Socks or tights – solid navy, black or white (Socks must be worn)
- Dress Shoes or Tennis Shoes – solid black or white with laces, straps or Velcro – No slip-on shoes
- Uniform sweater (optional)
- Tennis Shoes for P.E. if on Mass Day
- **\*\*New 2023 – Navy pants**

**Boys**

- Navy pants
- White oxford shirt **with logo**
- Plaid tie (for Mass Only - 2<sup>nd</sup> – 5<sup>th</sup>) **Parents Provide may be purchased from the School**
- Socks – solid navy, white, black, or brown (Socks must be worn)
- Belt - black, navy or brown (2<sup>nd</sup> – 5<sup>th</sup>)
- Dress Shoes or Tennis Shoes – solid black or white with laces, straps or Velcro – No slip-on shoes
- Uniform sweater (optional)
- Tennis Shoes for P.E. if on Mass Day

## Mass Uniform Policy Grade 6

### Girls

- Plaid shift jumper or plaid skirt
  - NOTE: Solid black or navy blue bike shorts or tights must be worn underneath skirts/jumpers at all times.
- White oxford shirt **with logo**
- Socks or tights – solid navy, black or white (Socks must be worn)
- Dress Shoes or Tennis Shoes - solid black or white with laces, straps or Velcro – No slip-on shoes
- Tie - Navy cross over tie or boys tie – red/blue stripe (for Mass Only) **Parents Provide may be purchased from the School**
- Uniform sweater (optional)
- Optional navy blazer\*
- Tennis Shoes for P.E. if on Mass Day
- **\*\*New 2023 – Navy or Khaki Pants**

### Boys

- Khaki or Navy pants
- White oxford shirt **with logo**
- Tie - Red/blue stripe (for Mass Only) **Parents Provide may be purchased from the school**
- Socks – solid navy, white, black or brown (Socks must be worn)
- Belt – black, navy, or brown
- Dress Shoes or Tennis Shoes– solid black or white with laces, straps or Velcro – No slip-on shoes
- Uniform sweater (optional)
- Optional navy blazer\*
- Tennis Shoes for P.E. if on Mass Day

# Uniform Specifications for Non-Mass Days

## Shirts:

- **Peter Pan Blouses** – must be poplin or woven cotton (no knit), uniform style with no colored piping or added detail on collars – picot collars purchased from French Toast are acceptable. (**Logo optional for blouse when worn under jumper.**)
- **Polos** – traditional knit or pique shirts, short or long sleeve, girls cuts okay, but no extra adornment.
- **Oxford Shirts:** traditional short or long sleeve woven cotton oxford shirts.
  - Boy's collars must button down.
  - Girls may wear  $\frac{3}{4}$  sleeves.
- **Turtlenecks** – traditional fold down neck style or mock turtlenecks
- **NOTE: School logo is required on all shirts, blouses, turtleneck, and polos.**
- **NOTE:** All shirt types should be tucked in (Grades 1-6).
- **NOTE:** Undergarments should not be visible in any manner, including through the over garments.
- **NOTE:** Only solid white undershirts are to be worn under uniform shirts (may be visible through the over garments).
- **NOTE:** Shirts that are no longer white or that have faded logos must be replaced.

## Sweaters/Vests: May only be purchased from select vendors in specific styles and colors.

Styles: Pullover, cardigan, or sweater vest

Colors: Navy or red

**NOTE: Sweaters/Vests will have the St. Mary's logo on the left breast. This may be done through the vendor or locally at Trophy Creative LLC, Cheyenne Stitch or Scrubs Unlimited.**

**Sweatshirts, Fleece Jackets, Fleece Vests, and Hoodies** are acceptable for outside and recess only. These items do not need to have the St. Mary's logo.

## **Uniform Specifications for Non-Mass Days cont.**

### **Pants, Shorts, Jumpers, Skirts, Skorts:**

- **PK3 – 5 Pants/Shorts** – Navy blue twill or “chino” style full length pants (to ankle) or knee length walking shorts with/without elastic waist (no cargo pockets, capris, flared leg, bootleg, knit or stretch pants, or low rise style)  
**NOTE: Belt required for 2<sup>nd</sup> – 5<sup>th</sup> grade.**
- **6<sup>th</sup> Grade: Pants/Shorts:** Navy blue or khaki twill or “chino” style full length pants (to ankle) or knee length walking shorts, flat or pleated front, with belt loops (no cargo pockets, capris, flared leg, bootleg, knit or stretch pants, or low rise style) **Belt required.**
- **PK3 -6 Jumpers/Skorts/Skirts** – **May only be purchased from select vendors and only certain styles.** Length must be no shorter than 2.5 inches (approx. the width of a dollar bill) above the top of the knee cap. Skirts are to be worn at the waist and are not to be rolled to shorten length. **NOTE: Solid black or navy blue bike shorts or tights must be worn underneath skirts/jumpers at all times.**

### **Shoes must be worn at all times.**

#### **Dress Shoes – Tennis Shoes:**

- SOLID black or white with laces, straps, or Velcro. No slip-on shoes.

No “heelys” or shoes with rollers may be worn to school even if the roller is removed.

**NOTE:** Shoes that are a health or safety hazard are not acceptable. No heels over 1 inch; no sandals, clogs, clunky heels, flip-flops, crocs, open toes, open heels, boots or shoes that convert into roller skates.

**NOTE:** Snow boots are required when snow is on the sidewalks and playgrounds. They will be taken off prior to entering the carpeted areas of the classrooms.

### **Socks: Appropriate socks must be worn at all times.**

- Girls: solid colors of navy, white, or black socks/tights. (Socks must be worn.)
- Boys: solid colors of navy, white, black, or brown socks. (Socks must be worn.)

### **Hair:**

- Hair will not be dyed an unnatural color. No faddish hair styles (i.e. mohawk).
- Boys: hair trimmed neatly above the uniform shirt collar, over the ears and above the eyebrows.

### **Belt: 2<sup>nd</sup> grade and up**

- Black, navy or brown belt is required

## **Uniform Specifications for Non-Mass Days cont.**

### **Accessories:**

- **Watches:** One (1) gold, silver, or black watch with a gold, silver, black, or brown band less than one inch wide may be worn.
- **Necklace:** One religious pendant or cross may be worn. Additionally, Medical Alert identification may be worn.
- **Bracelet:** One gold/silver bracelet less than ½ inch may be worn. Additionally, Medical Alert identification may be worn.
- **Glasses:** Prescription glasses in a conventional style or contact lenses.
- **Girls' Hair Accessories:** Marymount plaid, navy, red, black, brown, tortoise, silver and gold barrettes. Marymount plaid, navy, red, black, or brown, bows, headbands and scrunchies (**HEADBANDS** will be no more than 1 inch in width) - must coordinate with uniform. **NOTE:** No excessively ornate hair accessories as determined by the administration.
- **Girls' Earrings:** One pair of stud earrings worn by female students only – must be gem stone studs, pearl, silver ball, or gold ball or gold/silver cross flat to the ear. **NOTE:** No hoop or dangling earrings.
- Navy Blazers will be purchased by the school for use on specific occasions. Students may purchase their own blazers if they would like to wear them regularly to Mass.
- **Students must be in uniform during Extended Care. The only exceptions: dress down day or have been on a field trip.**

## Required Student Appearance

### Acceptable

- Club uniforms may be worn on meeting days. If the meeting day is a Mass day, club uniforms may be worn after Mass.
- Athletic shirts may be worn on game days. If game day is a Mass day, athletic shirts may be worn after Mass.

### Unacceptable

- Tattered, torn, frayed, ripped, baggy, sagging or soiled clothing
- Clothes that are too small for the student – skin tight clothes
- Hair which is dyed an unnatural color (i.e.: pink or green) or which covers the eyes
- Extreme or distracting hairstyles for example: punk, mohawk, shaved initials or designs
- Artificial hair braids/hair pieces
- Tattoos or artificial skin markings, including markers or ink
- Colored nail polish or artificial nails
- Ankle bracelets
- Make up including eyeliner, eye shadow, lip liner, lipstick, colored lip gloss, blush and mascara
- Hats, sweatbands, and sunglasses worn inside the school building
- Shirts with logos wearing off

### Athletics

- Students may wear their school jerseys uniforms on game days. All other garments and accessories must comply with the dress code.

### Field Trip Uniform

- Field Trip Uniform Days will be announced throughout the school year. Students may wear **blue jean pants** with a **uniform shirt or a class shirt**. The unacceptable requirements will be in effect for Field Trip Uniform Days. **NOTE: Tattered, torn, ripped, frayed, baggy, sagging or soiled jeans are not acceptable.**



**Dress Down Days**

- Students may wear non-uniform clothing. Clothing will be clean neat and in good repair. Skirts and shorts will meet the same length requirement as the uniform skirts and shorts. T-shirts will not have any inappropriate pictures or text. Administration will make the final determination of acceptable vs. unacceptable appearance.

**Dress Down Day Guidelines****Students may wear:**

- jeans – **no tattered, torn, frayed, ripped, baggy, sagging or soiled**
- tennis shoes
- shorts no shorter than 2.5 inches above the knee
- skirts no shorter than 2.5 inches above the knee
- skorts no shorter than 2.5 inches above the knee
- sweatshirts
- nail polish
- jewelry
- dresses
- slacks

**Students may not wear:**

- flip- flop – open toed shoes
- tank tops – unless shoulders are covered
- spaghetti straps – unless shoulders are covered
- T-shirts with inappropriate writing
- tennis shoes that convert to roller skates
- bike shorts
- pajama pants
- make-up
- hats
- costumes