## Student Personal Appearance Code

Revised August 4, 2023
Sacred Heart Catholic School believes in the enforcement of a student appearance code for several reasons:

- A uniform appearance gives students a feeling of equality, provides a visible sense of school unity and identity, and contributes to the professional atmosphere that should exist in a school;
- School is not a recreational or social activity. The appearance and clothing of our students should reflect the seriousness of the educational process;
- What students wear and how they look speaks of the pride they take in themselves and Sacred Heart;
- Respect for oneself and others is shown through personal appearance and neatness;
- Abiding by the appearance code creates self-discipline.

With this in mind, Sacred Heart has a uniform dress code that lists specifically what may be worn to school.

## GENERAL POINTS APPLICABLE TO ALL STUDENTS

- Students are to be neatly dressed and well-groomed during the school day. By definition, the school day begins when a student enters the building in the morning and when they leave at the end of their day, so students are expected to be in compliance with the appearance code and are subject to being fined for violations before or after school. These standards also apply to all students representing Sacred Heart School at any school event.
- Extremes in personal appearance are not permitted. All clothing is to be modest, of proper fit, neat, clean, and worn as designed at all times.
- Gremlin Gear may be purchased from the Gremlin Student Store. Gremlin Gear is white, red, and navy solid crewneck sweatshirts, and $1 / 4$ zips pullovers with one of the four approved Sacred Heart logos. It may be worn over a student's uniform.
- A belt and a collared uniform shirt must be tucked in, visible, and worn underneath Gremlin Gear at all times.
- Sacred Heart embroidery is considered Gremlin Gear but is only allowed on the left chest and should not exceed 4 " $x 4$ ". Items that can be embroidered are polos, oxfords, blazers, cardigans, and pullovers. These items are available at the Gremlin Student Store and Lands End.
- All Gremlin Gear must have one of these four official school logos: 1. The Gremlin, 2. The Heart and Cross, 3. The Sacred Heart Crest, 4. The Sacred Heart Logo.
- No hoods are permitted.
- Gremlin Gear does not include articles of clothing handed out as part of an athletic uniform purchased by the Booster Club such as a basketball jersey, volleyball warm-up, soccer jacket, etc.
- Spirit Wear may be purchased from the Gremlin Student Store. These items may be worn on Spirit Dress Days. Spirit Wear are items with the Sacred Heart logo visible on the front. Some items include: Sacred Heart short or long sleeved t-shirts, Sacred Heart pajama pants, Sacred Heart sweatpants, and Sacred Heart athletic shorts. Please note that all items created using the Sacred Heart logos, brand, or identity must first be approved by the Sacred Heart President, Activities Director, and Development Director.
- Hair must be neat, clean, and combed. The appropriateness of hairstyle and coloring will be determined by the administration. Hair must be a natural hair color. If a student's hair color or style is deemed inappropriate or extreme, he/she is subject to an appearance code fine each day until the hair can be dyed back to an acceptable, natural color.
- Girls Only: Headbands/hair clips must be simple in nature and not have additional attachments such as ears, puffballs, etc.
- Boys Only:
- Hair may not pass the brow-bone; at least half of the ears must be visible; hair length in the back may not overhang the collar. Ponytails or any type of headbands are not permitted.
- Sideburns may not extend below the earlobe.

Clean-shaven, no beards or mustaches are permitted (even when wearing a mask).

- Jewelry must be simple and appropriate for school. Watches, necklaces, and bracelets must be simple in nature and not meant to distract. Accessories (scarves, bandannas, etc.) are not permitted.
- Smart Watches and earbuds are not permitted.
- Girls Only - Earrings are permitted.
- Boys Only - Earrings are prohibited, as are the studs which are worn when ears are newly-pierced. Covering studs with tape or a band-aid is not permitted.
- Visible tattoos and body piercings are not permitted.
- Ink marks on the body are unprofessional and immature. They must be removed.
- Backpacks, purses, and bags must be left in the locker during the school day.
- Outerwear (jackets and coats) are not allowed to be worn in classrooms unless specific permission is given by the classroom teacher. These items must be kept in the students' locker or assigned place. The only exception is a Sacred Heart Letterman's jacket for students in grades 9-12.
- Hoodies or items with hoods are not permitted. Except for outerwear (jackets and coats) that are worn to recess and outside.
- If an item of clothing is not mentioned herein as being allowed, it should NOT be worn.
- Decisions on the acceptability of student appearance will be made by the administration.


## ELEMENTARY \& JH UNIFORM POLICY (Grades K-8)

Dennis Uniform, French Toast Uniform, Lands End, \& JCPenney are the preferred uniform provider for elementary and JH students. Most items are available through other suppliers; however, they should be similar in style and color.

This is a dedicated web page specific to Sacred Heart with approved options for the school uniform. French Toast Uniform Site School Code: QS45R86

This is a dedicated web page specific to Sacred Heart with approved options for the school uniform. You simply enter the requested information, including the grade and gender of your child and you will see options that have been approved for school wear. School Number: 900175050 Lands End Uniform Site
The purpose of a school uniform:
*to create a sense of pride and order in the school and church
*to create a sense of modesty
*to create a sense of professionalism
Overall, the uniform should be worn, as a reflection of our respect for inner dignity of ourselves and reverence for God.

| Item | Color | Notes |
| :---: | :---: | :---: |
| Shirts | White or Red | - White or red solid-colored shirts must have a collar and be either short or long-sleeved. <br> - Logos should be no larger than 4 X 4 on the left chest. <br> - Shirts must be tucked in at all times for students in grades 6 and higher. <br> - Shirts in shades of red such as dark red, maroon, or burgundy are not permitted. <br> - Undershirts/undergarments should be white or not visible through the uniform shirt. There should be no writing on these items or noticeable colors. |
| Belts <br> (Optional for Grades K-5) <br> (Required for Grades 6 and higher) | Brown or Black or Navy | - Brown, black, or navy solid color belts only. Large/decorative styles or buckles are not permitted. <br> - Belts are required with uniform pants/shorts with a collared shirt tucked in for the entire school day. |
| Pants | Navy or Khaki | - Navy or khaki uniform pants (any pants featured in the uniform catalog of any of the companies are acceptable) and must-have dress pants look. The material must appear pressed. <br> - Boys' pants should be modest and not form-fitted. <br> - Uniform pants should not have patch pockets (sewn to the outside), rivets, any frayed material, elastic cuffed, denim, jeggings, legging, etc. Pants in shades of gold, brown, or gray are not permitted. <br> - Belts are required with uniform pants/shorts with a collared shirt tucked in for the entire school day. |
| Shorts | Navy or Khaki <br> The warm weather season is defined as the beginning of school until November 1st and beginning again on March 1st. | - Navy or khaki uniform shorts (any shorts featured in the uniform catalog of any of the companies is acceptable) and must-have dress pants look. <br> - Boys' shorts should be modest and not form-fitted. <br> - All shorts must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter. <br> - Uniform shorts for grades K-5 may be worn from March 1-October 31. Grades 6-8 may wear shorts year-round. <br> - Uniform shorts should not have patch pockets (sewn to the outside), rivets, any frayed material, elastic cuffed, denim, jeggings, legging, etc. Shades of gold, brown, or gray are not permitted. <br> - Belts are required with uniform pants/shorts with a collared shirt tucked in for the entire school day. |
| $\begin{gathered} \text { Skirts } \\ \text { (Girls-Only) } \end{gathered}$ | Navy or Khaki | - Navy or khaki uniform skirts (any skirts featured in the uniform catalog of any of the companies are acceptable) must-have a neat and clean appearance. <br> - Uniform Skirts must be of the appropriate length and worn with privacy shorts, leggings, or tights. <br> - All skirts/skorts/jumpers/dresses must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter. <br> - Uniform skirts/skorts/dresses should not have patch pockets (sewn to the outside), rivets, any frayed material, elastic cuffed, denim, jeggings, legging, etc. Shades of gold, brown, or gray are not permitted. <br> - Uniform skirts/skorts are worn with a collared shirt tucked in for the entire school day. |

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| Pullovers and Cardigans (Optional) | White or Red or Navy | - White, red, and navy solid cardigans, sweaters, pullovers, sweatshirts, and $1 / 4$ zips pullovers. <br> - Non Sacred Heart Logos must not exceed a 4"x4" on the left chest. Any logo must be school appropriate. <br> - A belt and a collared uniform shirt must be tucked in, visible, and worn underneath a pullover/cardigan at all times. <br> - No hoods permitted. <br> - Shades of red such as dark red, maroon, or burgundy are not part of the uniform. |
| :---: | :---: | :---: |

The school reserves the right to make the final decisions about the suitability of the clothes since all styles of clothing cannot be considered in this policy. Students who fail to follow the dress code will receive a uniform notice

## HIGH SCHOOL UNIFORM POLICY (Grades 9-12)

Lands End, French Toast, Dennis, and JCPenney are the preferred uniform provider for HS Uniform. Most items are available through other suppliers; however, they must be identical in style and color.

This is a dedicated web page specific to Sacred Heart with approved options for the school uniform. You simply enter the requested information, including the grade and gender of your child and you will see options that have been approved for school wear.

School Number: 900175050 Lands End Uniform Site
The purpose of a school uniform:
*to create a sense of pride and order in the school and church
*to create a sense of modesty
*to create a sense of professionalism
Overall, the uniform should be worn, as a reflection of our respect for inner dignity of ourselves and reverence for God.

| Item | Color | Notes |
| :---: | :---: | :---: |
| Shirts | Navy or White or Red | - Navy, white or red solid-colored shirts must have a collar and be either short or long-sleeved. <br> - Logos should be no larger than $4 \times 4$ on the left chest. <br> - Shirts must be tucked in at all times. <br> - Alternative: White oxford long-sleeved, button-down, collared dress shirt and a uniform approved tie may be worn with this shirt. <br> - Shirts in shades of red such as dark red, maroon, or burgundy are not permitted. <br> - Undershirts/undergarments should be white or not visible through the uniform shirt. There should be no writing on these items or noticeable colors. |
| Ties (Optional) | Classic Navy Large Plaid or Navy Cross | - Girls - Classic navy large plaid or navy cross uniform tie. <br> - Boys - Classic navy large plaid uniform tie. <br> - The tie is optional. It is only to be worn when wearing a white oxford long-sleeved, button-down, collared dress shirt. <br> - Available through Lands End. |
| Belts | Brown or Black or Navy | - Brown, black, or navy solid color belts only. <br> - Belts are required with pants and shorts. <br> - Belts and buckles with large/decorative styles are not permitted. |
| Pants | Navy or Khaki | - Navy or khaki uniform pants (any pants featured in the uniform catalog of any of the companies are acceptable) and must-have dress pants look. The material must appear pressed. <br> - Boys' pants should be modest and not form-fitted. <br> - Uniform pants should not have patch pockets (sewn to the outside), rivets, any frayed material, elastic cuffed, denim, jeggings, legging, etc. Pants in shades of gold, brown, or gray are not permitted. <br> - Belts are required with uniform pants/shorts with a collared shirt tucked in for the entire school day. |


| Shorts | Navy or Khaki | - Navy or khaki uniform shorts (any shorts featured in the uniform catalog of any of the companies is acceptable) and must-have dress pants look. <br> - Boys' shorts should be modest and not form-fitted. <br> - All shorts must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter. <br> - May be worn year-round. <br> - Uniform shorts should not have patch pockets (sewn to the outside), rivets, any frayed material, elastic cuffed, denim, jeggings, legging, etc. Shades of gold, brown, or gray are not permitted. <br> - Belts are required with uniform pants/shorts with a collared shirt tucked in for the entire school day. |
| :---: | :---: | :---: |
| $\begin{gathered} \text { Skorts } \\ \text { (Girls-Only) } \end{gathered}$ | Classic Navy Plaid | - Classic Navy Large plaid skort available through Lands End must-have a neat and clean appearance. <br> - All skirts/skorts/dresses must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter. <br> - Must be of the appropriate length and must be worn with privacy shorts, leggings, or tights. <br> - Uniform skirts/skorts are worn with a collared shirt tucked in for the entire school day. |
| Shoes | No color requirement. | - Tennis shoes are the preferred footwear of choice due to students being involved in daily physical activities. <br> - Matching shoes and socks must be worn at all times. <br> - Footwear that is sturdy closed-toe/closed-heeled is required. <br> - Sandals and crocs of any fashion are not permitted (including during warm-weather season and out of uniform days). |
| Socks <br> Tights and Leggings (Girls-Only Optional) | Tights and leggings in white or navy with their skorts. <br> (Girls-Only Optional) | - Matching socks must be worn at all times. <br> - Socks or tights must be worn on a daily basis. <br> - Socks should not go above the knee. Thigh highs not permitted. <br> - Girls Only - May wear tights and leggings in white or navy with their skorts. |
| Gremlin Gear (Optional) | White or Red or Navy | - Gremlin Gear may be purchased from the Gremlin Student Store. <br> - Gremlin Gear is white, red, and navy solid crewneck sweatshirts and $1 / 4$ zips pullovers with the Sacred Heart logo which may be worn over a student's uniform. These items are available at the Gremlin Student Store. All Gremlin Gear must have one of these four official school logos. <br> 1. The Gremlin, 2. The Heart and Cross, 3. The Sacred Heart Crest, 4. The Sacred Heart Logo. <br> - A belt and a collared uniform shirt must be tucked in, visible, and worn underneath Gremlin Gear at all times. <br> - No hoods permitted. <br> - Gremlin Gear does not include articles of clothing handed out as part of an athletic uniform purchased by the Booster Club such as a basketball jersey, volleyball warm-up, soccer jacket, etc. |
| Pullovers and Cardigans (Optional) | White or Red or Navy | - White, red, and navy solid cardigans, sweaters, pullovers, sweatshirts, and $1 / 4$ zips pullovers. <br> - Non Sacred Heart Logos must not exceed a 4 "x 4 " on the left chest. Any logo must be school appropriate. <br> - A collared uniform shirt must be tucked in, visible, and worn underneath a pullover/cardigan at all times. |


| Blazers <br> (Optional) | No hoods permitted. <br> Shades of red such as dark red, maroon, or burgundy are not part of <br> the uniform. |
| :---: | :--- | :--- |
| Navy blue solid blazers. <br> May be worn with any approved uniform collared solid colored <br> shirt. <br> Shirts must be tucked in at all times. |  |
| Letterman Jacket <br> (Optional) | Red scarlet wool body with sand leather sleeves <br> Available through Pummill's Sporting Goods in Sedalia. |

The school reserves the right to make the final decisions about the suitability of the clothes since all styles of clothing cannot be considered in this policy. Students who fail to follow the dress code will receive a uniform notice.

## OUT OF UNIFORM DAYS

## Spirit Dress Day Code (All Grades)

- Spirit Dress Days are free to participate in and will occur on the first Friday of each month unless otherwise noted.
- Students are encouraged to wear spirit wear to show their school spirit. Students who choose not to participate in Spirit Dress attire are expected to wear their uniforms, per usual (belt and collared shirt tucked in).
- Spirit Wear may be purchased from the Gremlin Student Store. These items may be worn on Spirit Dress Days. Spirit Wear is traditionally an item with the Sacred Heart logo visible on the front of it.
- Students may wear any Sacred Heart Spirit Wear short or long-sleeved t-shirt, hoodie, crewneck, $1 / 4 \mathrm{zip}$ with a Sacred Heart logo visible on the front of it. Shirts may be untucked.
- Students may wear school-appropriate denim jeans, Sacred Heart pajama pants, Sacred Heart sweatpants, Sacred Heart athletic shorts, and uniform bottoms. Shorts may only be worn during warm weather seasons. All shorts must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter. A belt is optional unless the pants are too loose-fitting to be held up otherwise.
- On Spirit Dress Days: Sacred Heart Hats, Beanies, Jackets (except Letterman Jackets), Jerseys, etc. are not permitted.
- All clothing should be neat and clean with no rips, holes, or frays.
- Students are expected to be in modest and appropriate attire on non-uniform days.


## Paid Dress and Theme Days (All Grades)

- Paid Dress Days occur monthly on the third Wednesday unless otherwise noted.
- On this day students are not required to wear uniforms in return for a free-will donation for a specified cause. Parents are to monitor what their child is wearing on that day and take the dress code into consideration when choosing the appropriate clothing for their child to wear. All clothing is to be modest, appropriate attire, conservative in length, of proper fit, neat, clean, and worn as designed at all times. Students not complying will be asked to change.
- Students who choose not to participate in the Paid Dress Day attire are expected to wear their uniforms, per usual (belt and collared shirt tucked in).
- Students may wear shirts with print/pictures as long as there is no profanity, sexually suggestive theme, rude or disrespectful theme, or the promotion of the use of alcohol, drugs, or tobacco. Shirts must have a conservative neckline, midriffs/shoulders must be covered. Shirts must be long enough to cover the midriff when arms are extended upward. Sleeveless shirts or dresses, tank tops, spaghetti straps, and tops with revealing necklines or those that allow undergarments to be visible are not permitted. Shirts should not be longer than the student's shorts.
- All pants \& jeans (shorts, during warm weather seasons) are to be neat and clean with no rips, holes, or frays.
- Pajama pants, leggings, yoga pants, tight athletic pants, and spandex/spanx like material are not permitted.
- All shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5" from the top of the knee.
- For safety reasons, Tennis shoes are the preferred footwear of choice due to students being involved in daily physical activities. Footwear that is sturdy closed-toe/closed-heeled is required. Sandals and crocs of any fashion are not permitted (including during warm-weather season and out of uniform days). Regulations for footwear remain the same as on regular dress code days.
- Students are expected to be in modest and appropriate attire on non-uniform days.


## Physical Education Appearance Code (Grades 3-12)

- Students in grades 6-12 are encouraged to change out of their uniforms and into athletic clothing for PE. At all other times, students are expected to comply with the requirements of the uniform. Students not complying will be asked to change.
- Parents are to monitor what their child is wearing and take the dress code into consideration when choosing the appropriate clothing for their child to wear. All clothing is to be modest, appropriate attire, conservative in length, of proper fit, neat, clean, and worn as designed at all times.
- Students may wear shirts with print/pictures as long as there is no profanity, sexually suggestive theme, rude or disrespectful theme, or the promotion of the use of alcohol, drugs, or tobacco. Shirts must have a conservative neckline, midriffs/shoulders must be covered. Shirts must be long enough to cover the midriff (and bottom if wearing leggings or yoga pants) when arms are extended upward. Sleeveless shirts or dresses, tank tops, spaghetti straps, and tops with revealing necklines or those that allow undergarments to be visible are not permitted. Shirts should not be longer than the student's shorts.
- All clothing should be neat and clean with no rips, holes, or frays.
- All shorts (boys and girls) or skirts/skorts/dresses (girls only) must be conservative in length.
- Pajama pants and spandex/spanx like material are not permitted.
- Tennis shoes are the preferred footwear of choice due to students being involved in daily physical activities.


## Athletic Practices Appearance Code (Grades 3-12)

The practice appearance code offers a bit of flexibility in consideration that athletes are often practicing outside in hot weather conditions and in gyms with no air conditioning.

- Athletes may wear "regular" athletic shorts. Spanks, spandex, and "volleyball shorts" are not permitted unless worn underneath regular athletic shorts.
- Athletes may wear sleeveless shirts or tank tops while practicing, however spaghetti straps and shirts with gaping arm holes are not permitted.
- All athletes MUST wear a shirt while practicing.


## Team Attire Day (High School Only)

- High School Athletic teams may wear their team attire (jersey/warm-up) twice per season with prior approval from the Activities Director.
- A belt and uniform collared uniform shirt must be tucked in, visible, and worn underneath the Team Attire at all times with uniform pants/shorts or skorts (girls only) for the entire school day.
- No hoods are permitted.


## College Shirt Day (Seniors Only)

- The Senior class will be asked to wear their college shirt/crewneck sweatshirt for where they will be attending after high graduation. Photo shoots will be scheduled as early as March (or earlier). All class members need to be in attendance for the photo shoot.
- A belt, uniform collared uniform shirt must be tucked in, visible, and worn underneath the Team Attire at all times with uniform pants/shorts or skorts (girls only) for the entire school day.
- No hoods are permitted.


## DRESS CODE STIPULATIONS FOR WARM WEATHER SEASONS (All Grades)

- The warm weather season is defined as the beginning of school until November 1st and beginning again on March 1st.
- Uniform shorts in colors khaki or navy may be worn during this time period.
- All shorts must be conservative in length. Shorts (boys and girls) or skirts/skorts/dresses (girls only) may be no shorter than 5 " from the top of the knee when kneeling. They may not be rolled at the waist or altered in length to be shorter.
- All regulations concerning shirts, shoes, and belts will remain in effect during these periods.
- Tennis shoes are the preferred footwear of choice due to students being involved in daily physical activities.
- Matching shoes and socks must be worn at all times.
- Footwear that is sturdy closed-toed/closed-heeled is required.
- Sandals and crocs of any fashion are not permitted (including during warm-weather season and out of uniform days).


## APPEARANCE CODE CONSEQUENCES

All students (K-12) who are in violation of the dress code will be sent to the Dean of Students' office during Homeroom to have the violation corrected in the quickest way possible. This will be done by either a parent phone call to bring the approved items needed, or by a visit to the school store. All items taken from the Gremlin Student Store will be charged to the student's account.

Students in grades 6-12 not in compliance with the appearance code will be fined for each violation.

- First Offense: $\$ 4.00$ violation and the student will be required to change in order to be compliant with the appearance code.
- Second Offense: $\$ 4.00$ violation and the student will be required to change in order to be compliant with the appearance code, and student will receive a 7 am detention
- Third Offense: $\$ 4.00$ violation and the student will be required to change in order to be compliant with the appearance code, and student will receive two 7 am detentions, and a parent meeting will be scheduled with the administration and the secondary review council.
- Any student with three or more dress code violations in a given school year could receive a suspension from an extracurricular activity. The details of the suspensions and consequences of future violations will be discussed during the parent meeting with the administration and the secondary review council. Future violation consequences could include, but are not limited to: ISS, OSS, removal from school clubs or athletics, service hours, family counseling with the priest, etc.

Students will NOT be permitted to attend class unless they are wearing clothing that is in compliance with the appearance code. That may involve a phone call to parents to deliver compliant clothing or with parental and administrative approval, a student may be permitted to drive home to change. Any class work missed while taking action to comply with the dress code is unexcused and the work missed, including tests, cannot be made up.

