

# ALABAMA CHRISTIAN ACADEMY

## HANDBOOK GRADES K4 – 5<sup>th</sup>

### DRESS CODE 2010-2011

### SCHOOL UNIFORM REQUIREMENTS

All uniform pieces will be purchased from Southern School Uniforms unless otherwise noted.

#### SOUTHERN SCHOOL UNIFORMS

1721 Eastern Blvd.  
 Montgomery, AL 36117  
 (334) 215-0000 – phone (334) 277-0664 FAX  
[www.southernschooluniforms.com](http://www.southernschooluniforms.com)  
 School Code: ACA

\* May be purchased from other vendors.

\*\* ALL ITEMS MUST BE NO SHORTER THAN THE TOP OF THE KNEE.

All tops will have designated ACA monograms. All bottoms will have designated “Eagle Head” tag

### Girls (K4 – 2<sup>nd</sup> Grade)

<b>Jumpers</b> **	Button shoulder jumper (khaki); Kick pleat jumper (plaid) Buckle jumper (khaki only)
<b>Biker Shorts</b> *	Black or gray biker shorts must be worn under all jumpers
<b>Blouses</b>	¾ sleeve blouse (white) Peter Pan blouse (white) short sleeve and long sleeve Camp shirt (white) short sleeve only
<b>Shirts</b>	Banded Overshirt (white or yellow) short sleeve and long sleeve Turtlenecks (white or maroon) Pique polo shirt (maroon, gray, white, black, or yellow) short sleeve and long sleeve Sweat shirt (maroon ONLY) Rugby shirt (maroon and white)
<b>Shorts</b> **	Full elastic shorts (khaki and gray) Required for K4-K5; available to 1 <sup>st</sup> and 2 <sup>nd</sup> Knee length flat front shorts (khaki and gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only
<b>Skorts</b> **	Flat front skort (khaki or plaid) Pleated front skort (khaki or plaid) Full wrap pleated skort (khaki ONLY)
<b>Slacks</b>	Full elastic pants (khaki and gray) Required for K4-K5; available to 1 <sup>st</sup> and 2 <sup>nd</sup> Flat front pants (khaki, black, charcoal or gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only Pleated front pants (khaki, black, charcoal or gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only Capri pants (khaki ONLY)
<b>Sweaters</b>	Pullover Crew or V-neck sweater (white, maroon, or light gray) Button front cardigan (white, maroon, or light gray)
<b>Jackets</b>	Full zippered-front fleece jacket (maroon or light gray) Heavy fleece jacket

		Nylon hooded rain jacket
<b>Belts</b>	*	Brown or black braided or solid leather belts. Belts are not allowed in K4-K5. Elastic waist pants are required. Belts may be worn in 1 <sup>st</sup> and 2 <sup>nd</sup> grade if button waist pants are chosen (students must be able to independently manage belt and buttons, but elastic waist pants are still allowed and belts are not required.)
<b>Socks</b>	*	Solid black, gray, brown, or white socks; or white knee socks (with skorts/jumpers)
<b>Shoes</b>	*	Athletic shoes that are primarily white, black, gray, brown or a combination of these colors and are non-marking. Shoelaces for all shoes must be the predominant color of the shoe. Velcro closing shoes are recommended for K-4.
<b>Tights</b>	*	Plain white or black tights
<b>Accessories</b>	*	Hair ribbons, etc. must coordinate with the colors of the uniform

### Boys (K4 – 2<sup>nd</sup> Grade)

<b>Shirts</b>		Turtlenecks (white or maroon) Oxford Shirts (white or pinstripe) short sleeve and long sleeve Pique polo shirt (maroon, gray, white, black, or yellow) short sleeve and long sleeve Sweat shirt (maroon ONLY) Rugby shirt (maroon and white)
<b>Shorts</b>	**	Full elastic shorts (khaki and gray) Required for K4-K5; available to 1 <sup>st</sup> and 2 <sup>nd</sup> Knee length pleated shorts (khaki or gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only Knee length flat front shorts (khaki) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only
<b>Slacks</b>		Full elastic pant (khaki) Required for K4-K5; available to 1 <sup>st</sup> and 2 <sup>nd</sup> Flat front pant (khaki, black, charcoal or gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only Pleated front pant (khaki, black, charcoal or gray) 1 <sup>st</sup> and 2 <sup>nd</sup> grade only
<b>Sweaters</b>		Pullover Crew or V-neck sweater (maroon, or light gray) Button front cardigan (maroon, or light gray)
<b>Jackets</b>		Full zippered-front fleece jacket (maroon or light gray) Nylon hooded rain jacket
<b>Belts</b>	*	Brown or black braided or solid leather belts. Belts are not allowed in K4-K5. Elastic waist pants are required. Belts may be worn in 1 <sup>st</sup> and 2 <sup>nd</sup> grade if button waist pants are chosen (students must be able to independently manage belt and buttons, but elastic waist pants are still allowed and belts are not required.)
<b>Socks</b>	*	Solid black, gray, brown, or white socks
<b>Shoes</b>	*	Athletic shoes that are primarily white, black, gray, brown or a combination of these colors and are non-marking. Shoelaces for all shoes must be the predominant color of the shoe. Velcro closing shoes are recommended for K-4.

### Girls (3<sup>rd</sup> – 5<sup>th</sup> Grade)

<b>Jumpers</b>	**	Button shoulder jumper (khaki) Kick pleat jumper (plaid) Buckle jumper (khaki only)
<b>Biker Shorts</b>		Black or gray biker shorts must be worn under all jumpers
<b>Blouses</b>		¾ sleeve blouse (white) Peter Pan blouse (white) short sleeve and long sleeve Camp shirt (white) short sleeve only
<b>Shirts</b>		Banded Overshirt (white) short sleeve and long sleeve Turtlenecks (white or maroon)

		Pique polo shirt (maroon, gray, black, yellow, or white) short sleeve and long sleeve Burgundy banded shirt Sweat shirt (maroon ONLY) Rugby shirt (maroon and white)
<b>Shorts</b>	**	Knee length flat front shorts (khaki, black, or gray) Knee length pleated shorts (khaki, black, or gray)
<b>Skorts</b>	**	Flat front skort (khaki, black, or plaid) Pleated front skort (khaki, black, or plaid) Full wrap pleated skort (khaki ONLY)
<b>Slacks</b>		Flat front pants (khaki, black, charcoal or gray) Pleated front pants (khaki, black, charcoal or gray) Capri pants (khaki ONLY)
<b>Sweaters</b>		Pullover Crew or V-neck sweater (white, maroon, or light gray) Button front cardigan (white, maroon, or light gray)
<b>Jackets</b>		Full zippered-front fleece jacket (maroon or light gray) Nylon hooded rain jacket
<b>Belts</b>	*	Brown or black braided or solid leather belts (mandatory with any clothing item having belt loops)
<b>Socks</b>	*	Solid black, gray, brown, or white socks; or white knee socks (with skorts/jumpers)
<b>Shoes</b>	*	Black, brown, cordovan, or tan closed toe shoe with heel no higher than 2 inches (allowed in 5 <sup>th</sup> grade only) Athletic shoes that are primarily white, black, gray, brown or a combination of these colors and are non-marking. Shoelaces for all shoes must be the predominant color of the shoe.
<b>Tights</b>	*	Plain white or black tights
<b>Accessories</b>	*	Hair ribbons, etc. must coordinate with the colors of the uniform

### Boys (3<sup>rd</sup> – 5<sup>th</sup> Grade)

<b>Shirts</b>		Turtlenecks (white or maroon) Oxford Shirts (white or pinstripe) short sleeve and long sleeve Pique polo shirt (maroon, gray, black, yellow, or white) short sleeve and long sleeve Sweat shirt (maroon ONLY) Rugby shirt (maroon and white)
<b>Shorts</b>	**	Knee length pleated shorts (khaki, black, or gray) Knee length flat front shorts (khaki only)
<b>Slacks</b>		Flat front pant (khaki, black, charcoal or gray) Pleated pants (khaki, black, charcoal or gray)
<b>Sweaters</b>		Pullover Crew or V-neck sweater (white, maroon, or light gray) Button front cardigan (white, maroon, or light gray)
<b>Jackets</b>		Full zippered-front fleece jacket (maroon or light gray) Nylon hooded rain jacket
<b>Belts</b>	*	Brown or black braided or solid leather belts (mandatory with any clothing item having belt loops)
<b>Socks</b>	*	Solid black, gray, brown, or white socks
<b>Shoes</b>	*	Black, brown, cordovan, or tan closed toe shoe with heel no higher than 2 in. (allowed in 5 <sup>th</sup> grade only) Athletic shoes that are white, black, gray, brown or a combination of these colors and are non-marking. Shoelaces for all shoes must be the predominant color of the shoe.

Other uniform pieces approved by the school during the course of the year may also be worn .

## ***UNIFORM POLICIES***

- All students in grades K4-12 will wear Southern School uniforms to school.
- All items listed under you child's grade level are not required. You may choose from among them.
- All clothing items worn to school must be purchased from Southern School Uniform Company except undergarments, shoes, belts, socks, tights, overcoats, and hair accessories. These items are available from Southern School but may be purchased from another store as long as they follow the guidelines as outlined in the packet.
- All tops will have designated ACA monograms. All bottoms will have designated "Eagle Head" tag.

## ***UNIFORM GUIDELINES***

- Solid black, gray, brown, or white socks; white or black tights; or white or maroon knee socks (with skirts) are the only acceptable colors to be worn by all students at all grade levels.
- All elementary girls must wear black or gray bike shorts under jumpers.
- Jumpers may not be worn without a blouse.
- When purchasing skirts, shorts, or skorts, the length must be at least to the top of the knee. Allowances for growth should be considered when purchasing.
- When wearing skirts, shorts, or skorts, hems may not be rolled up nor waistbands rolled down.
- With the exception of the girls' banded shirt,  $\frac{3}{4}$  sleeve blouse, and camp shirt, all other shirts must be tucked in at all times. If a shirt is worn under a sweater, the shirt must be tucked in as well.
- When wearing the oxford uniform shirts, all but the top button should be buttoned for both girls and boys.
- Non-uniform coats/jackets/sweaters must be removed once inside the school building. Students may wear uniform jackets and sweaters during the school day.
- Uniforms must be clean and neat. Parents and teachers need to monitor the "fit" of uniforms as students grow and develop throughout the school year.

## ***UNIFORM RULES***

### **GRADES K4-5**

#### ***BOYS***

##### ***Slacks and Shorts***

1. All slacks and shorts must be worn at the waistline and must not “sag,” exposing underwear when sitting or standing.
2. For grades 3-12, belts must be worn and buckled to keep the garment at the waist. (K4 and K5 must wear elastic waist pants and may not wear a belt. Grades 1-2 may wear elastic waist pants, but if button pants are chosen, a belt must be worn and the student must be able to independently manage both buttons and belt.)
3. Slacks may not bunch over shoes, nor may slacks or shorts be excessively baggy.
4. The hem of the shorts must come at least to the top of the knee but may be no longer than the bottom of the knee.

##### ***Shirts***

1. All shirts must be tucked inside slacks and shorts at all times. (K4-Grade 2 will be used as training for this purpose. Students in these grades will be expected to try to keep their shirts tucked in.)
2. When wearing the oxford uniform shirts, all but the top button should be buttoned.
3. Undershirts may be worn under uniform shirts, but must be white, gray, black, or maroon (should coordinate with the uniform shirt). Any pattern or writing on the undershirt may not show through the uniform shirt.

##### ***Shoes***

1. Shoes are required at all times for students
2. Laces on shoes must remain tied.
3. Heels should be no higher than 2 inches (5<sup>th</sup> grade only).
4. All shoes must be closed toe.
5. Color for non-athletic shoes must be black, brown, or tan.
6. All shoes must meet P.E. requirements.
7. Athletic shoes must be white, black, or gray or a combination of these colors.
8. Shoelaces for all shoes must be the predominant color of the shoe.

##### ***Hair***

1. Hair is to be well groomed and neatly styled.
2. Hair should not extend below the collar in the back.
3. Unusual hairstyles or colors are unacceptable.

## ***GIRLS***

### ***Cosmetics***

1. Elementary students are not allowed to bring cosmetics to school. ACA strongly discourages elementary students from wearing makeup during the school day.

### ***Jumpers, Skirts, Skorts, Shorts, and Slacks***

Jumpers, skirts, blouses, and slacks, and other like combinations are to be neat and modestly tailored in appearance to fit the individual in such a way as to conceal undergarments and the line of undergarments while sitting, standing, bending, and getting in and out of desks.

1. Jumpers may not be worn without a blouse
2. All elementary girls must wear black or gray bike shorts under jumpers.
3. All slacks, skorts, skirts, and shorts must be worn at the waistline, tailored to fit the individual including traditional leg width and modest enough to conceal undergarments and the line of undergarments.
4. Slacks may not bunch over shoes.
5. Skirts, jumpers, skorts, and shorts must come to the top of the kneecap or longer. Order the longer length skirt or skort if necessary to comply with the dress code. Allowances for growth should be considered with ordering.
6. It is recommended that girls order at least one pair of slacks.

### ***Skirts and Blouses***

1. With the exception of the girls' banded shirt,  $\frac{3}{4}$  sleeve blouse, and camp shirt, all other shirts must be tucked in at all times. If a blouse or shirt is worn under a sweater, the shirt must be tucked in as well.
2. When wearing the oxford uniform shirts, all but the top button should be buttoned.
3. Blouses must be loose-fitting enough to conceal undergarments and any cleavage.
4. Undershirts may be worn under uniform shirts, but must be white, gray, black, or maroon (should coordinate with the uniform shirt). Any pattern or writing on the undershirt may not show through the uniform shirt.

### ***Shoes***

1. Shoes are required at all times for students
2. Laces on shoes must remain tied.
3. Heels should be no higher than 2 inches (5<sup>th</sup> grade only).
4. All shoes must be closed toe.
5. Color for non-athletic shoes must be black, brown, or tan.
6. All shoes must meet P.E. requirements.
7. Athletic shoes must be white, black, or gray or a combination of these colors.
8. Shoelaces for all shoes must be the predominant color of the shoe.

## ***UNIFORM GUIDELINES FOR AWARDS ASSEMBLIES, PICTURE DAY, AND OTHER SPECIAL EVENTS***

1. Uniforms will be worn on fall picture day.
2. For spring picture day, students may wear **dress clothes** of their choosing (tops must meet standards desired by ACA – no cleavage or midriff, loose fitting enough to conceal undergarments, and no writing or pictures of any kind). All other uniform guidelines apply.
3. Special club/team/organization/class shirts may be allowed on certain days under supervision and instruction of appropriate sponsor only (with administrative approval only). These shirts must be worn with uniform bottoms. All other uniform guidelines apply.
4. The administration will determine any special days of dress (i.e. homecoming week, coming home week, etc.) throughout the school year.
5. Any approved school uniform may be worn to awards day and other special events.
6. Khaki pants or shorts with a maroon shirt **MUST** be worn on all field trips.
7. Each Friday elementary students may wear long jeans (no holes) and ACA t-shirts.

## ***THE FOLLOWING ARE PROHIBITED AT ACA***

### ***GRADES K4-12***

1. Any apparel, jewelry, accessory, notebooks, books, or manner of grooming, which by virtue of its color, arrangement, trademark, or any other attribute, denotes advocacy of drug use, alcohol, violence, hatred, or disruptive behavior.
2. Any manner of grooming or clothing that is too tight, revealing, distracting, or made of see through material. All uniform items are to be fitted and worn to standards desired by both Southern School Uniform Company and Alabama Christian Academy.
3. Any top that results in the exposure of the midriff or cleavage.
4. Body piercing, tattoos, branding, or other non-conservative fads.
5. Earrings on males.
6. Elaborate and/or distracting makeup, hair colors, or styles.
7. Hats, caps, or sunglasses worn in the school buildings.
8. Knives, weapons, or any other items prohibited by the student/parent handbook.

## ***ENFORCEMENT AND CONSEQUENCES***

1. Attire may be checked at any time.
2. If a teacher, staff member, or administrative official believes an article of clothing is in violation of uniform guidelines, appropriate measures will be taken.

3. Students may be sent home in order to change into appropriate clothing.
4. Class time missed for a uniform violation will count as an unexcused absence with appropriate penalties enforced in the missed classes.

**THE ADMINISTRATION RESERVES THE FINAL DECISION ABOUT THE APPROPRIATENESS OF A MANNER OF DRESS.**

***DRESS CODE FOR P.E.***

Students must wear athletic shoes for physical education classes every day, even when the activities are outside. The shoes must not mark the gym floor. Girls must wear shorts under dresses or skirts during physical education classes. Students not dressed appropriately will walk during class for their physical activity. Shirts must be long enough not to show midriff when arms are above the head. Undershirts must be worn under shirts that come to the waist.