



*The mission of the International School of Monterey is to educate all children toward becoming conscientious, compassionate, and responsible citizens of the world.*

## School Uniform Dress Code

### 1. Purpose

- 1.1. ISM has a uniform dress code because appropriate uniforms and grooming reflect a positive and serious attitude about school and are highly correlated with productive behavior and good learning habits. Dress and apparel that unduly attract the attention of other students often precipitate disruptive comments and reactions. This uniform dress code policy reduces distractions and disruptions caused by clothing, minimizes any economic disparities between students, promotes student achievement, and creates an orderly learning environment.
- 1.2. This uniform dress code also enhances school safety and security, as ISM students can readily be distinguished from visitors and intruders.

### 2. Requirements

- 2.1. *Clothing:* students in grades K-8 should only wear clothing that fits within the following parameters.
  - 2.1.1. General guidelines
    - 2.1.1.1. Clothing should be free of holes and tears
    - 2.1.1.2. No emblems, logos, language, or advertising except approved ISM logos unless otherwise indicated below
  - 2.1.2. Shirts, blouses
    - 2.1.2.1. Color: solid white or solid navy
    - 2.1.2.2. Style: long or short sleeve; collar required (turtleneck okay)
    - 2.1.2.3. Official school shirts outside of these parameters may be worn as designated by the principal
  - 2.1.3. Pants, shorts, skirts, skorts, jumpers
    - 2.1.3.1. Color: solid khaki or solid navy
    - 2.1.3.2. Style: plain or pleated front; long pants or capris okay; shorts, skorts, and jumpers no shorter than 2 inches above the knee; no cargo pockets; no denim, leggings, stretchy knits, or sweatpants; must be appropriately sized to eliminate any bagging, sagging, or excessively tight fit
  - 2.1.4. Sweater, sweatshirt
    - 2.1.4.1. Color: solid white or solid navy
    - 2.1.4.2. Style: cardigan or pullover; sleeveless styles must be worn with a uniform shirt

- 2.2. *Accessories*: students in grades K-8 should only wear accessories that fit within the following parameters.
  - 2.2.1. Coats, jackets
    - 2.2.1.1. Color: solid white or solid navy
    - 2.2.1.2. Style: hoods okay, but must be worn down inside buildings
  - 2.2.2. Belts
    - 2.2.2.1. Color: solid black, solid brown, or solid navy
  - 2.2.3. Socks, tights
    - 2.2.3.1. Color: solid white or solid navy
    - 2.2.3.2. Style: crew socks, knee-high socks, or tights
  - 2.2.4. Shoes
    - 2.2.4.1. Emblems and logos no larger than 1 inch in diameter, or specifically approved by the principal
    - 2.2.4.2. Color: solid black, solid brown, solid white, or solid navy shoes; solid black, solid white, or solid navy tennis shoes; or solid black, solid brown, or solid navy boots
    - 2.2.4.3. Style: no bold stripes, checks, plaids, prints, patterns, or adornments; low, skid-free heels only; no Ugg-style boots; pants worn over boots, not tucked in; no open-toed shoes, sandals, or slides
  - 2.2.5. Headwear/hair accessories, scarves, sunglasses
    - 2.2.5.1. Small hair bands and clips used to control hair okay in any color
    - 2.2.5.2. Larger solid black, solid brown, solid white, or solid navy hair accessories okay; headbands must be less than two inches wide
    - 2.2.5.3. Hats, bandannas, hairnets, scarves, and sunglasses okay outdoors only; must be stored out of sight in a backpack, cubby, or locker when indoors
  - 2.2.6. Jewelry/attachments
    - 2.2.6.1. Ears may be pierced with no more than two earrings in each ear
    - 2.2.6.2. No oversized rings, bracelets, necklaces, or earrings; stud earrings, hoop earrings dime size or less in diameter; dangling earrings 1/2 inch or less in length; necklace medallions no larger than a quarter
    - 2.2.6.3. No chains on wallets, chokers, spikes on boots, or similar; no excessive amounts of accessories
- 2.3. Hair, makeup
  - 2.3.1. No distracting hairstyles (e.g. spikes, mohawks)
  - 2.3.2. Hair color should be natural whether original or dyed
  - 2.3.3. Makeup permitted beginning in grade six with parent approval; should be applied in moderation; no lipstick, heavily lined eyes, glitter, white-powdered faces, or black fingernail polish; clear lip gloss may be worn as defined by the principal

### **3. Free Dress**

- 3.1. The school may designate Free Dress days for certain classes or the entire school.
  - 3.1.1. Unless specifically notified that a fieldtrip or school activity allows free dress, uniform dress code restrictions apply.
- 3.2. On free dress days, clothing should be free of holes, tears, inappropriate language or advertising. No sleeveless, skintight, bicycle leggings, or distracting or revealing clothing is allowed. Skirts, dresses, skorts, and shorts should be no shorter than 2 inches above the knee. All hair/makeup and jewelry/attachment rules also apply to free dress days.

### **4. Exemptions**

- 4.1. Students new to the school will be allowed a grace period of five school days to comply with the School Uniform Dress Code.
- 4.2. Parents or legal guardians requesting exceptions based on religious or cultural grounds must present a signed letter detailing the reason for the objection to the Principal.

### **5. Noncompliance**

- 5.1. The ISM office staff will loan spare uniform clothing to students not in compliance with the uniform dress code, if the correct size is available. These clothes should be returned fully laundered.
- 5.2. If spare uniform clothing is not available, or a student prefers clothing from home, the ISM office staff will contact a parent/guardian to bring in the appropriate items.
  - 5.2.1. If the staff cannot reach a parent/guardian, then the names on the student's emergency card will be contacted for assistance.
- 5.3. If a student cannot comply with the uniform dress code through removal or replacement of noncompliant items, then the student must go home for the day.
- 5.4. Students who repeatedly violate the dress code or refuse to follow the direction of the school staff regarding the code shall be subject to more extreme disciplinary action. This may include suspension or expulsion.

### **6. Clothing management**

- 6.1. All clothing should be labeled with the student's name.
- 6.2. The school staff and volunteers collect articles of clothing left on campus and place them in designated lost and found areas. Students missing items of clothing, and their parents/guardians, should check these lost and found areas regularly given that unlabeled and unclaimed items may be donated to charity monthly.

### **7. Clothing sources**

- 7.1. ISM does not require purchase of uniform clothing from a particular provider. Families may purchase and students may wear any clothing item that meets the requirements.
- 7.2. While not making any representation of the quality of the merchandise or the service of the providers, and with the understanding that families should make their own clothing choices, ISM does list the following sources that provide a rebate to the school:
  - 7.2.1. Land's End for School: 800-469-2222; [landsend.com/school](http://landsend.com/school); rebate program benefits ISM; use Preference Number 9000-6887-5 at time of order
  - 7.2.2. Target: using a Target Visa card and designating ISM as the recipient for "Take Charge of Education" gives ISM 1% rebate on all purchases through Target; use ID# 117117