



**ROY GOMM ELEMENTARY SCHOOL  
UNIFORM POLICY AND PROCEDURES  
2011-2012 SCHOOL YEAR**

**I. PURPOSE**

The main purpose of the Roy Gomm School Uniform Policy is to establish a culture of “one team, one community” at Roy Gomm Elementary School. As such, uniforms serve to foster school spirit and unity, as well as a disciplined and safe learning environment. Students will feel like they are part of a “team” working toward the goal of academic excellence.

**II. SCHOOL UNIFORM COMMITTEE**

A standing Uniform Committee will be established at the beginning of each school year. This committee will be responsible for implementing and evaluating the school uniform policy. The Uniform Committee duties will include: ongoing communication with parents about the uniform policy; survey of Roy Gomm parents and faculty during the 2011-2012 school year to gather feedback about the uniform policy; distribution of shirts at the beginning of and throughout the school year; establishment of methods for the recycling of uniforms; and ongoing communication with Roy Gomm Faculty and Staff about the uniform policy.

The Uniform Committee will meet on at least a once-quarterly basis throughout the school year; and more often if necessary. The Uniform Committee will consist of five (5) members and two (2) ex officio members. These will include:

- 1) Four (4) parents who are general members of the PFA
- 2) One (1) teacher/staff member
- 3) Principal (ex officio)
- 4) PFA President (ex officio)

The Uniform Committee members will be identified at the May General Membership PFA meeting (when the PFA is nominating new officers). PFA members who are interested in serving on the Uniform Committee will sign up to serve on the committee at the May meeting. If more than four PFA members would like to serve on the committee, the PFA President may choose to hold a formal vote during the meeting in order to determine which four members will serve.

The Uniform Committee Chair will be established at the first meeting of the school year. All individuals on the committee who are interested in the chair position will identify themselves at the first meeting. Committee members will hold a vote for the chair by an anonymous written vote held at the first meeting.

### **III. DESCRIPTION OF THE ROY GOMM SCHOOL UNIFORM**

#### **Shirts:**

- Uniform shirts are polo style shirts that are available in red and navy blue. These shirts have the Roy Gomm logo on the front.
- Uniform shirts are available for purchase through Roy Gomm Elementary.
- The cost for shirts is \$7.00/each (with the exception of XXL shirts, which cost \$9.00 each).
- On cold days, students may wear red, white or navy long-sleeved or turtleneck shirts under their uniform shirt. These are optional and may be purchased from the location of choice.

#### **Sweatshirts (optional):**

- Crewneck, pullover sweatshirts are available in red and navy blue.
- Full zip, hoodie sweatshirts are available in navy blue.
- Both sweatshirt styles have the Roy Gomm logo on the front.
- Sweatshirts are available for purchase through Roy Gomm Elementary.
- The cost for crewneck sweatshirts is \$9.00 (with the exception of XXL sweatshirts, which will cost \$11.00).
- The cost for full zip, hoodie sweatshirts is \$16.00 for youth sizes and \$18.00 for adult sizes (with the exception of XXL adult sizes, which will cost \$20.00).

#### **Bottoms:**

- Uniform bottoms must be khaki or tan in color.
- The bottoms that are acceptable include: long pants, capri-length pants, jumpers, skirts, skorts or shorts.
- Jumpers, skirts, skorts and shorts must be at least mid-thigh in length.
- Uniform bottoms may be purchased from a location of choice.

#### **Socks/Tights:**

- Socks in solid colors are encouraged.
- Tights and knee-high socks must be solid colors.

#### **Shoes:**

- Shoes may be any color. Solid colors are encouraged.
- Closed-toe shoes encouraged. No flip flops.

#### **Tuck-in/Belts (optional):**

- Shirt tuck-in encouraged but not required.
- Belts are encouraged but not required.

#### **Outerwear:**

Students may wear a coat over their uniform on cold days while outside at recess. Upon returning to the classroom, students are required to remove their outerwear.

The uniform may not be altered in any way. All other WCSD dress code rules will apply.

#### **IV. FINANCIAL HARDSHIP**

Roy Gomm will make three uniform shirts available to each enrolled student who is experiencing financial hardship. The Principal will be the only individual evaluating and approving financial hardship requests. Parents who are experiencing financial hardship should contact Principal Pilling directly to discuss this issue. Principal Pilling can be contacted via email at: [kpilling@washoe.k12.nv.us](mailto:kpilling@washoe.k12.nv.us) or by phone at (775) 333-5000.

#### **V. COMPLIANCE**

Roy Gomm Elementary School strives to achieve full compliance with the uniform policy. The administration will resort to disciplinary action when students are non-compliant with the written uniform policy.

All students enrolled at Roy Gomm Elementary School are required to wear the school uniform. Uniforms must be worn during Roy Gomm's official school hours (designated by the Washoe County School District). In addition to official school hours, students who attend formal class activities immediately before or after school (e.g., choir) must also wear uniforms for these classes. Evening activities outside the official school day will be subject to the requirement of the teacher in charge of the activities (e.g., choir).

As noted above, students may wear a coat over their uniform on cold days while outside at recess. Upon returning to the classroom, students are required to remove their outerwear.

Exemptions to the Uniform Policy apply only in the following instances:

- 1) When a student wears a uniform of a nationally recognized youth organization such as Boy Scouts or Girl Scouts on regular meeting days;
- 2) On days designated as "free dress/spirit wear" days on the school calendar included in the Roy Gomm Parent Handbook and Calendar;
- 3) Field trips that are designated by specific teachers as "free dress" field trips;
- 4) When a student is on campus outside of normal school hours.

#### **VI. DISCIPLINARY ACTION**

##### **A. Disciplinary Authority**

The Roy Gomm Principal will interpret and resolve all disciplinary issues regarding the written uniform policy. If necessary, the Principal may include Washoe County School District personnel in order to enforce the Roy Gomm Written Uniform Policy. If a student violates the

dress code, s/he will be given a warning and sent to the office. The principal will contact the parent/legal guardian and let them know about the warning. The student must correct the clothing violation at that time, prior to returning to his/her class. Loaner shirts are available in the office for students in violation who need to change. Refusal to change clothes will constitute insubordination and the following sequential and progressive discipline plan will be followed:

**1. First Offense**

- Parent notified
- Student must change clothing violation
- Student assigned detention
- Student warned of consequences for second violation
- Consequence/conference entered in student discipline documentation

**2. Second Offense**

- Parent notified
- Student must change clothing violation
- In-school suspension, Saturday school, work crew, or multiple detentions assigned, depending on the consequence available at school site.
- Student warned of consequence for third offense
- Consequence/conference entered in student discipline documentation

**3. Third Offense**

- Parent notified
- Student must change clothing violation
- Out-of-school suspension assigned
- Warned that any further violations will result in multiple days of suspension
- Consequence/conference entered in student discipline documentation

**VII. PETITION TO RESCIND OR AMEND THE UNIFORM POLICY**

The procedure for rescinding the written uniform policy will require a petition of at least 66% of the parent/guardians of students enrolled at Roy Gomm. Petitioners must clearly state a desire to rescind the mandatory school uniform policy. The petition to revisit the school uniform issue shall occur no more than once during any school year. Upon receiving a valid petition, the Uniform Committee will coordinate a process that will make it possible for petitioners to propose their requested change(s) to the uniform policy for the *following* school year.

The process for amending the written uniform policy requires completion of a Roy Gomm Uniform Amendment Form (available in the office, after August 2011). Petitioners will be asked to identify the specific change(s) they would like to make to the uniform policy and the specific reason(s) they are petitioning for these changes. Amendment Forms are submitted to the Uniform Committee and will be reviewed for consideration at quarterly meetings.