

ADAMS TRADITIONAL
ACADEMY

DRESS STANDARDS

SCHOOL YEAR
2021-2022

9. Daily School Schedules

Regular School Hours

Half Day Kindergarten.....	8:00 a.m.	-	11:15 a.m.
Full Day Kindergarten	8:00 a.m.	-	3:15 p.m.
Grades 1 – 8	8:00 a.m.	-	3:15 p.m.

Early Release Hours

- Half Day Kindergarten hours 8:00 a.m. – 10:00 a.m.
- Full Day Kindergarten hours 8:00 a.m. - 12:00 p.m.
- Grades 1 – 8 8:00 a.m. - 12:00 p.m.

Additional Recesses

- Kindergarten: One 15 Minute Recess
- Grade 1: Two 15 Minute Recesses
- Grades 2 – 6: One 15 Minute Recess

Lunch Schedule – Building A Includes 25 minute recess

	Start	Out to Recess	End
Grade 1.....	11:00 a.m.	11:20 a.m.	11:45 a.m.
Grade 5, 6.....	11:20 a.m.	11:40 a.m.	12:05 p.m.
Grade 2.....	11:40 a.m.	12:00 p.m.	12:25 p.m.
Grade 3, 4.....	12:00 p.m.	12:20 p.m.	12:45 p.m.
Grades 7, 8.....	12:25 p.m.	12:45 p.m.	1:10 p.m.

Rainy Day Lunch Schedule – Building A

	Start	End
Grade 1.....	11:00 a.m.....	11:30 a.m.
Grade 5, 6.....	11:20 a.m.....	11:50 a.m.
Grade 2.....	11:40 a.m.....	12:10 p.m.
Grades 3, 4.....	12:00 p.m.....	12:30 p.m.
Grades 7, 8.....	12:25 p.m.....	12:55 p.m.

Students return to classroom after lunch.

Lunch Schedule – Building B

	Start	Out to Recess	End
Kindergarten.....	11:20 a.m.	11:40 a.m.	12:05 p.m.

Rainy Day Lunch Schedule – Building B

	Start	End
Kindergarten.....	11:20 a.m.....	11:50 a.m.

10. Dress Standards (Grades K-8)

ATA has a uniform dress standard to allow students to focus on their academic responsibilities and promote a feeling of unity among all students. The uniform was created and organized to allow families the freedom to purchase uniforms from any source convenient to their local and financial circumstances

Please refer to the following guidelines when acquiring uniforms for your student's wardrobe. If in doubt about an article of clothing, please contact the school office before purchasing. We ask not only for the students' commitment to our dress standards, but for the parents' as well.

All clothing should be clean, neat, and in properly fitting condition. Inappropriate attire is not limited to the following standards. Administration will have the discretion to make administrative decisions on inappropriate clothing and accessories.

This policy may be adjusted if stricter guidelines are required or if standards detract from the learning environment. Non compliance with the dress standard will result in the issuing of a uniform violation and one or more of the following actions:

- 1) Require that the child come to the office and wait for the parent to bring appropriate clothing
- 2) Removal of the inappropriate accessories, i.e. rings, makeup

Four (4) uniform violations (grades K-3) or three (3) uniform violations (grades 4-8), in one grading quarter, will result in a detention. Repeated violations will lead to increased consequences.

Shopping Resources – Many retailers have different versions of uniforms; please look closely at the clothes before purchasing. Some possible retailers include, but are not limited to, Walmart, Costco, Kohls, Old Navy, Target, and The Children's Place.

A. Shirts - Boys

- 1) Description - The uniform shirt is a plain, classic styled polo shirt with either short or long sleeves. Please see illustrations.
- 2) Approved Solid Colors - Red, white, or navy blue.
- 3) Appearance
 - a) The placket is the opening on the neckline that allows the head to enter the shirt. It can have two to four buttons but must be able to be buttoned when worn (the top button may remain opened while being worn).
 - b) Shirts are to be tucked in at all times and may not be rolled at the waist.
 - c) Any undershirt that is worn beneath a uniform approved shirt (and is visible at the neck only) must be white or match the color of the uniform shirt.
- 4) Restrictions
 - a) If a shirt has a logo, it must be the Adams Traditional Academy logo.
 - b) The shirt cannot have stripes or pockets.

- c) If a sleeve band, it may not have openings (keyhole opening), lace, buttons, buckles or any other features.
- d) The collar does not have ribbon, stripes, or any other details.
- e) A long sleeved shirt may not be worn under a uniform shirt.



B. Shirts - Girls

1) Description

- a) The uniform shirt is a plain, styled polo shirt with either short or long sleeves.
- b) The sleeves may have a gathering at the shoulder.
**Please see illustrations.*

2) Approved Solid Colors - Red, white, or navy blue.

3) Appearance

- a) The placket is the opening on the neckline that allows the head to enter the shirt. It can have two to four buttons but must be able to be buttoned when worn (the top button may remain opened while being worn).
- b) Shirts are to be tucked in at all times and may not be rolled at the waist.
- c) Any undershirt that is worn beneath a uniform approved shirt (and is visible at the neck only) must be white or match the color of the uniform shirt.

4) Restrictions

- a) If a shirt has a logo, it must be the Adams Traditional Academy logo.
- b) The shirt cannot have stripes or pockets.
- c) If a sleeve band, it may not have openings (keyhole opening), lace, buttons, buckles or any other features.
- d) The collar may not have lace, ribbon, stripes or any other details.
- e) The shirt cannot have ruffles, ribbons, stripes, capped sleeves, additional seams, or gatherings/pleats other than sleeve shoulder gatherings/pleats.
- f) The sleeve shoulder may have gatherings/pleats as long as they are not excessively puffy or high.
- g) A long sleeved shirt may not be worn under the uniform shirt.

C. Spirit & Team Shirts

1) Description - School approved spirit and team shirts are designed each year and are available for purchase during the year.

2) Approved Solid Colors

- a) Each grade will select its pre-approved spirit color choice.
- b) Teams will select their pre-approved color choice.

3) Appearance

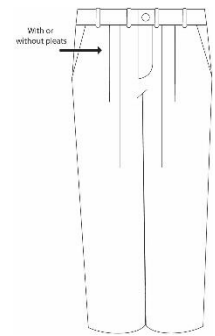
- a) Shirts are to be tucked in at all times and may not be rolled at the waist.
- b) A long sleeved shirt may be worn under a team or spirit shirt.

4) Restrictions – The approved spirit and team shirts for the current school year may be worn on Fridays or designated day(s).

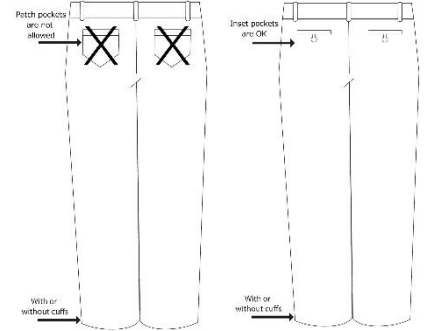
D. Slacks/Pants

1) Description – The classic Dockers™ look is our standard for our look and material style. Please see illustrations.

2) Approved Solid Colors – Navy blue or khaki (beige).



- 3) Material – Plain or twill weave fabric. Refer to the fabric used in the classic styled Dockers™ pants.
- 4) Appearance
 - a) Should have straight or slightly tapered legs.
 - b) May have pleats or be flat front, have inset pockets on front and back.
 - c) Should not drag on the ground.
 - d) Waistbands with belt loops are required (excluding K-2nd).
 - e) Waistbands should be worn at the top of the hipbone or the waist.
- 5) Restrictions
 - a) No bell-bottom, hip-hugger, cargo or any other exaggerated styles may be worn.
 - b) May not be excessively baggy or tight-fitting.
 - c) May not have patch pockets on the front or on the legs.
 - d) May not have additional seams.
 - e) Material may not be stretch knits, denim, flannel, nylon, or corduroy.



E. Shorts

- 1) Description – The classic Dockers™ look is our standard.
- 2) Approved Solid Colors – Navy blue or khaki (beige).
- 3) Material – Plain or twill weave fabric. Refer to the fabric used in the classic styled Dockers™ pants.
- 4) Appearance
 - a) Shorts must be no more than 4 inches above the middle of the knee. Should have straight or slightly tapered legs.
 - b) May have pleats or be flat front, have inset pockets on front and back.
 - c) Waistbands with belt loops are required (excluding K-2nd).
 - d) Waistbands should be worn at the top of the hipbone or the waist.
- 5) Restrictions
 - a) Cannot be worn longer than the front of the knee.
 - b) No hip-hugger, cargo, or any other exaggerated styles may be worn.
 - c) May not be excessively baggy or tight-fitting.
 - d) May not have outer and/or patch pockets.
 - e) May not have additional seams.
 - f) Material may not be stretch knits, denim, flannel, nylon, or corduroy.

F. Belts

- 1) Belts are not required in grades K–2nd.
- 2) Belts are required only for grades 3rd–8th. Belts are required on all pants, shorts, and any uniform bottoms that have belt loops.
- 3) Approved Solid Colors – Khaki (beige), navy blue, black, or brown.
- 4) Appearance - Must be simple and non-distracting in style.

G. Polo Dresses (Girls Only)

- 1) Description – Dresses may be a uniform polo style.
- 2) Approved Solid Colors – Navy blue, red, white, and khaki (beige).
- 3) Material – Plain or twill weave fabric, stretch knit, or polyester.
- 4) Appearance
 - a) The dress must be no more than 4 inches above the middle of the knee.
 - b) K-6th girls are encouraged to wear shorts under dress.
- 5) Restrictions – Material may not be denim, flannel, nylon, or corduroy.

H. Skirts/Skorts/Scooters and Jumpers (Girls Only)

- 1) Description – Skirts, skorts, scooters, and jumpers in a uniform style.
- 2) Approved Solid Colors – Navy blue and khaki (beige)
- 3) Material – Plain or twill weave fabric, stretch knit or polyester.

- 4) Appearance
 - a) The garment must be no more than 4 inches above the middle of the knee.
 - b) Jumpers must be worn over an approved uniform shirt.
 - c) K-6th girls are encouraged to wear shorts under skirt.
- 5) Restrictions – Material may not be denim, flannel, nylon, or corduroy.

I. Sweater Vests

- 1) Sweater vests must be in solid colors (red, navy blue, or white) and may be a round or V-neck.
- 2) Restrictions – Crew neck sweater vests are not permitted.

J. Outerwear Worn Inside

- 1) Description – Outerwear is sweatshirt/sweaters worn inside the school buildings.
- 2) Approved Solid Colors – Red, navy blue, and white.
- 3) Material – sweatshirt or sweater materials.
- 4) Appearance
 - a) Collar must be visible at the neckline.
 - b) Sweatshirts must be plain, basic sweatshirt.
 - c) Sweatshirts may have ATA logo.
 - d) Sweaters can be pull over or button sweater with crew or V-neck.
 - e) Sweatshirts with the spirit design may be worn on Fridays or designated days only.
- 5) Restrictions
 - a) Hoods on sweatshirts or sweaters are not allowed.
 - b) Zippers on sweatshirts or sweaters are not allowed.

K. Shoes and Socks

- 1) Description
 - a) Shoes and socks are to be worn during the school day.
 - b) Athletic or tennis style shoes are to be worn to PE.
- 2) Approved Solid Colors
 - a) Shoes – no specific color required.
 - b) Socks – White, navy blue, red, khaki, gray or black. Socks may contain reasonably sized logos or branding that does not distract from the overall solid color of the sock.
 - c) Tights for girls – White, navy blue, red, khaki, black or cream.
- 3) Appearance
 - a) School shoes should be closed toe, closed heel, properly fitting, and properly laced, buckled, fastened, or secured as to prevent them from coming off unexpectedly during normal playground activity.
 - b) Maximum heel height: (K-3rd – 1" one inch.) (4th-8th – 2" two inches). Heel height is measured from where the heel is attached to the back of the shoe at its highest point.
- 4) Restrictions
 - a) Boots are not permitted.
 - b) Shoes with wheels, lights, or sounds are not permitted.
 - c) Girls may not wear footless-type tights.
 - d) Girls may not wear leggings.

L. Hair, Make-Up, Jewelry

Boys are permitted:

- 1) Single strand necklace, one ring per hand, wrist bracelet (no sweatbands) and basic wristwatch.

Boys are not permitted:

- 1) Faddish hairstyles (spiking, mohawk, faux hawk, etc.), coloring, bleaching, or unnatural looking highlighting.
- 2) Earrings, makeup, or tattoos (permanent or temporary).
- 3) Fragrances.

Girls are permitted:

- 1) Simple pair of post or small hoop earrings in the lobes (for-safety reasons, hoops must wrap snugly around the ear lobe).
- 2) Single strand necklace (no chokers), one ring per hand, wrist bracelet (no sweatbands) and basic wristwatch.
- 3) Clear nail polish.
- 4) Nails must be maintained at a conservative length.
- 5) Middle school girls (7th & 8th grade) are permitted to wear natural looking nail polish such as shades of light pink, light beige, or a French manicure with the white tips only.
- 6) Clear (no tint) lip balm or lip gloss.

- 7) Middle school girls (7th & 8th grade) are permitted: light make-up which includes a natural looking foundation, natural looking concealer, brown or black mascara, a natural/light color lip balm or lip gloss. Light color lip balm/lip gloss is referring to light pink or light beige only.

Girls are not permitted:

- 1) Faddish hairstyles (no spiking, etc.), coloring, bleaching, or unnatural looking highlighting.
- 2) Tattoos (permanent or temporary).
- 3) Fragrances.
- 4) Embellishments attached to nails such as glitter, gems, stones, designs, or decals/stickers.
- 5) Nail polish color, even if they are a light shade of that color, such as red, burgundy, orange, yellow, blue, green, purple, black etc.
- 6) Acrylic nails.
- 7) Makeup for K-6th is not permitted. Middle school (7th & 8th) are not permitted blush, eye-shadow, eye-liner, other colors of mascara, lip stick, rich color lip balm/lip gloss.

M. Special Event Dress Code

In order to assure that student dress at 7/8 dances and special events is aligned to the school's philosophy of conservative dress, there are specific dress requirements for special events, including but not limited to periodic fine arts concerts, dances, and end-of-year ceremonies (such as commencement and graduation). The dress code for each event will be sent home prior to the event.

11. Attendance

Arizona state law requires compulsory school attendance for school-age children. Students are expected to be in school except in cases of emergency, illness, or religious observance. A school calendar has been included so that family vacations may be planned to coincide with scheduled breaks. It is the parents' responsibility to inform the school of an absence.

Parents are expected to contact the attendance office by 10:30 a.m. on the first day of the absence or tardy. To report an absence, ATA requires parents to call or report online to the attendance office on each day of the absence. Planned absences should be reported to the attendance office prior to the first day of the absence. Failure to contact the attendance office by 10:30 a.m. will result in the absence(s) being marked unexcused.

The attendance number is (602) 938-5517, ext. 116 and the website is www.atachoice.org/report-an-absence/. Messages can be left at any time, day or night. When leaving a message, please include the child's:

- First and last name
- Grade level
- Teacher
- Specific reason for absence

Attendance Number
(602) 938-5517 ext. 116
www.atachoice.org

A. Absences

Absences of more than 10% of the school year may be considered excessive by Arizona law. A student who has *ten (10) or more consecutive unexcused absences* may be withdrawn from Adams Traditional Academy until a Parent/Administration conference is held. A student who is habitually truant (more than ten times per school year) or has excessive absences may not be eligible to pass to the next grade level unless prior arrangements have been made and cleared by the administrator (i.e., chronic illness or other medical reasons). All medical documentation is to be forwarded to the attendance office.

An absence will be considered excused if it is due to one or more of the following: illness, observance of religious holiday, death of a family member, emergency, mandated court appearance, extraordinary educational opportunity pre-approved by administration.

B. Tardies

The first bell rings at 7:57 a.m. **Students are considered tardy at 8:00 a.m. or signing out before 3:15 p.m.** If a child is tardy, the parent must sign the child in at the office. A pass will be issued for admittance to class. The attendance office will maintain a record of all tardies.

A tardy is excused if it is the result of extenuating circumstances that impact a large segment of the school population, i.e., road closures, inclement weather, or power failures. A tardy that is the result of a doctor's appointment will be excused if a note from the doctor's office is submitted. All other tardies are considered unexcused. Tardies affect perfect attendance regardless of being considered excused or unexcused.

Adams Traditional Academy
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