

REGULATION #9490.1

SCHOOL UNIFORMS - PROCESSES

1. PREAMBLE

This regulation supports policy and is intended to guide the school principal with his/her staff and the Parents' Advisory Council (PAC) executive in developing a process to deal with school uniforms, if there is a strong interest by parents at the school to consider implementing school uniforms. A meeting will be called by the school principal and PAC to assess the general interest in having school uniforms at the school. If there appears to be a strong interest, the school principal will work with his/her staff and the PAC to bring the issue forward.

School District No. 36 (Surrey) believes in a voluntary uniform program which means the students are not obligated to wear a designated school uniform, but are encouraged to participate in the program.

Surrey school district recommends that when school uniforms are contemplated they would be introduced at the beginning of a school year.

2. SCHOOL UNIFORMS – RESPONSIBILITIES

2.1. Duties of the school principal, in consultation with staff and the PAC:

- a) Select a supplier for the uniform that ensures quality, value and service.
- b) Evaluate and report on the service and product provided by the supplier.
- c) Ensure that all students and parents are provided with a copy of the policy and regulations.
- d) Maintain signed parent and student acknowledgement of the program.
- e) Administer the program.
- f) Monitor school uniforms on an annual basis and make proposals for changes, if and when needed.

2.2. Duties of the parent/guardian:

- a) Provide the students with clothing and accessories that comply with the program.
- b) Ensure that their child arrives to school in a clean school uniform each day.
- c) Inform the school principal when circumstances prevent the on-going compliance with the program.

REGULATION #9490.1

SCHOOL UNIFORMS - PROCESSES

2.3. Duties of the student:

- a) Arrive to school each day in the appropriate school uniform.
- b) Remain in his/her school uniform all day, except when requested to modify by school staff.
- c) Have an appropriate change of clothing for physical education classes.
- d) Provide the school principal with a note from his/her parent/guardian when he/she is unable to comply with his/her on-going responsibilities.

3. SCHOOL UNIFORMS – GENDER, STYLE AND COLOUR

Surrey school district believes in the importance of giving parents options within the broad range of acceptable school uniform items. The options and choices may include the purchase from a bulk school uniform supplier, chain store school uniform style of clothing, or a large selection of types of acceptable clothing.

There should be a discussion on the style and colour for each group and the clothing should not contain any non-school logos/insignias, expressive messages or embellishment.

Boys:

Pants (khakis, slacks, blue jeans) (must be appropriate size, no holes)

Shorts (dark or light colour) (no cut-offs)

Shirts (button down) (long or short sleeves)

Polo shirts (dark or light colour - with collars)

Turtlenecks (dark or light colours)

T-shirts (clean, plain, no insignias, no holes)

Shoes (athletic shoes, dress shoes) (appropriate laces, no sandals)

Outer wear – jackets (dark or light colour) (no large insignias)

Sweatshirts (dark or light colour) (no large insignias)

Socks (dark or light colour)

REGULATION #9490.1

SCHOOL UNIFORMS - PROCESSES

Girls:

Pants (khakis, slacks, blue jeans) (no designs, no holes)

Shorts (dark or light colour) (no cut-offs, no hip huggers – must be as long as fingertips when arms are by side)

Skorts (dark or light colour)

Skirts (dark or light colour) (no mini skirts)

Jumpers (dark or light colour) (no mini skirts)

Shirts (button down) (long or short sleeves)

T-shirts (clean, plain, no insignias, no holes)

Blouses (dark or light colour) (no denim, satin, see-through or stretch skin-tight fabrics)

Shoes (athletic shoes, dress shoes) (appropriate laces, no sandals, open toed shoes)

Outer wear – jackets (dark or light colour) (no large insignias)

Socks (dark or light colour)

4. UNIFORM GUIDELINES

Uniforms are to be worn throughout the school day and at all times while on school property from the time of arrival at school until fifteen (15) minutes after the last bell, as well as at school events off-site.

The school principal, in consultation with staff and the PAC, will develop appropriate attire guidelines for school uniforms.

5. PROCESS FOR REFERENDUM

5.1. The school principal and the school's Parents' Advisory Council President will set the date(s) and time(s) for the referendum to be conducted.

5.2. The school district's secretary-treasurer will provide the school with a locking ballot box for the referendum. Keys for the ballot box will be retained in the secretary-treasurer's office.

5.3. The locked ballot box will be available for the eligible parents to vote during the referendum in a secure place within the school during the hours

REGULATION #9490.1

SCHOOL UNIFORMS - PROCESSES

indicated. When voting is not in process, the ballot box will be kept in a secure, locked place at all times.

- 5.4. The principal, vice principal, and PAC president (or designate) will be the presiding officers during the voting process.
- 5.5. Every effort should be made to have two (2) scrutineers who will examine the conduct and result of the ballot, two (2) voting officers who will conduct the vote, and two (2) security officers who will ensure the safety of voters, selected from volunteers to serve during the voting process. The same effort should be made to ensure that representation is from both sides of the question and there is no attempt to influence voters at any time during the voting process.
- 5.6. Each family may only vote once and no exceptions will be permitted. Proxy voting will not be permitted.

The member of the family voting (one of the following: mother, father, grandfather, grandmother, legal guardian) must sign beside their name on the school's Family List. Their name will be crossed off the list and they will be given a ballot. In the voting booth provided, the voter will mark the ballot with a permanent black felt marker within the "yes" or "no" box and then the ballot will be placed in the ballot box, fully folded, by a voting officer.

- 5.7. No discussion regarding the question being voted on will take place in the voting area during the voting process. Voters can only ask assistance with the voting process.
- 5.8. Following the last date and time set for the balloting, the school district's secretary-treasurer or designate, the school principal, the Parents' Advisory Council president, and two (2) members of the School Uniform Committee will open the ballot box and along with the secretary-treasurer will undertake to count the ballots and declare the number in favour and against.
- 5.9. The secretary-treasurer will retain the ballots at the school district's administration office for one year and following the year, the ballots will be destroyed.
- 5.10. A referendum on school uniforms will not normally be conducted more than once every two years, but not more than once per school year.

**REGULATION #9490.1
SCHOOL UNIFORMS - PROCESSES**

6. SAMPLE BALLOT

A ballot conducted on the matter of school uniforms will contain the following information:

SAMPLE ELEMENTARY

Are you in favour of school uniforms? Yes No

7. SAMPLE BALLOT COUNT

Date: _____

_____ Elementary

Tally Count Ballot Count
(from Family List)

For Against Spoiled
Missing

School Uniform Committee Members:

Print name Signature

Print name Signature

President, Parents' Advisory Council:

Print name Signature

Principal:

Print name Signature

Secretary-Treasurer:

Print name Signature

REGULATION #9490.1
SCHOOL UNIFORMS - PROCESSES

Revised: 2005-05-10
Approved: 2004-04-06