

### **Safety Patrol**

The Safety Patrol is an organization of Middle School students who assist the teachers in maintaining a safe car line procedure and perform other duties as needed. Students who show characteristics of leadership and responsibility are selected and, with parent permission, serve as school Safety Patrols. This commitment is for the entire school year. Safety Patrol members are to be obeyed by all students, all parents, drivers, and pedestrians while on or adjacent to the school grounds. If questions arise regarding directions given by a Safety Patrol member, please contact the supervising teachers or the school Principal about the situation.

### **Student Council**

The Student Council is a national organization which promotes student understanding of the democratic process. The purpose of the Student Council is to help build community within the school and represent the students' views. Students in grades 4 through 8 elect two students to serve on the Student Council. Students must have attended SJE for at least one year before they are eligible to serve on Student Council.

### **Student Ambassadors**

The Student Ambassador Program is a leadership opportunity for Middle School Students who are dedicated to serving and representing SJE. Student Ambassadors provide campus tours, welcome prospective students and their families to campus and assist staff at events for new students. Student Ambassadors serve as SJE representatives and perform duties at various SJE campus and community events. Student Ambassadors are carefully selected by the principal based on grades, character, communication skills and enthusiasm. These students exemplify the school motto of Reverence, Respect and Responsibility.

### **Yearbook**

A yearbook staff is selected from the Middle School grades. The student staff works throughout the year under the guidance of an adult moderator to publish the school yearbook in the spring.

## **UNIFORM AND PERSONAL APPEARANCE**

Uniforms encourage students to focus on an educational atmosphere that emphasizes learning rather than the latest fashion. It is the school's desire to keep the school uniform simple and easy to enforce. **Uniforms should be neat and clean, reflecting pride in our school and respect for oneself.** The following rules are not meant to disregard a child's heritage but to make a uniform policy easier to administer:

- All uniforms must bear the official SJE school logos.
- Uniforms must be purchased at the following uniform stores: J&R Clothing in Fayetteville, Flynn O'Hara in Sandy Springs, or the SJE Used Uniform Store.
- All uniforms must be sized correctly and worn appropriately (i.e., shirts tucked in, ties tied at the neckline, collars buttoned down, long sleeve shirts not rolled up).
- Worn, torn, or outgrown shoes and uniforms (including shirts with bleached out logos) may not be worn and must be replaced promptly.

- Plain white T-shirts may be worn under the uniform shirt as long as the sleeves are shorter than the uniform shirt.
- Pants, shorts, and skirts must fit properly and be worn at the natural waistline.
- Underwear should not be visible at any time.
- Shorts shorter than the skirts and jumpers must be worn underneath skirts or jumpers for modesty.
- Label all uniform pieces with your child's name using a permanent marker.
- Shoes may be purchased at any location that sells **solid black leather tennis shoes with non-marking soles**. Any logo on the shoe must also be black. Acceptable styles include, but are not limited to, New Balance 680v6, KX624, 623v3, 624v2, 577. Both tie and Velcro styles are acceptable for students in grades 1-8. Girls may also wear the Keds Kids School Days II Saddle Shoe.
- Pre-K and Kindergarten students must wear Velcro all black New Balance 624 (or similar style solid black Velcro leather) tennis shoes or the Stride Rite Cooper 2.0 hook and loop shoe. Pre-K and Kindergarten girls may also wear the Keds Kids School Days II Saddle Shoe (on dress uniform days only).
- The warm weather dress uniform is optional and may be worn during Daylight Savings Time.

The school's Used Uniform Store offers gently used uniform pieces for \$5 each, subject to availability. Please contact the school office if you wish to purchase used uniforms or donate gently used items.

## **Boys' Uniform**

### **Pre-K – 5<sup>th</sup> Grade**

**Shorts** (optional during Daylight Savings Time) – Navy blue uniform shorts (Pre-K and K only must wear elastic waist, pull on shorts. All other grades must wear shorts with belt loops as belts are required).

**Pants** – Navy blue uniform pants (Pre-K and K only must wear elastic waist, pull on pants. All other grades must wear pants with belt loops as belts are required).

**Shirts** – Blue short or long sleeve knit shirt with SJE heat pressed monogram

**Sweaters (optional)** – Navy V-neck button down cardigan with embroidered SJE monogram

**\*\*\*Note:** The PE sweatshirt may not be worn with the dress uniform

**Jacket (optional)** – Full-Zip Fleece Navy Jacket with embroidered logo (available ONLY at Flynn O'Hara)

**\*\*Note:** Only the uniform jacket may be worn in the classroom.

**Socks** – Dark or white ankle or crew socks (no emblems/writing; no low cut/no-show socks)

**Belt** – Any type black belt (not required for Pre-K or K)

**Dress Shoes –solid black leather** uniform shoes with non-marking soles (like New Balance 680v3, KX624, 623v3, 624v2, 577, or similar styles)

**\*\*Note:** Pre-K and Kindergarten must wear the Velcro all black New Balance 624v2 (or similar solid black leather Velcro shoes) or the Stride Rite Cooper 2.0 hook and loop shoe

### **6<sup>th</sup> – 8<sup>th</sup> Grade**

**Shorts** (optional during Daylight Saving Time) - Navy blue uniform shorts  
**Pants** – Navy blue uniform pants  
**Shirts** – White button down oxford cloth short sleeve or long sleeve with embroidered logo  
**Sweaters (required)** – Navy V-neck vest or pullover with embroidered logo  
**Jacket (optional)** – Full-Zip Fleece Navy Jacket with embroidered logo (available ONLY at Flynn O’Hara

**\*\*Note: Only the uniform jacket may be worn in the classroom.**

**Tie** - #3 tie (required) worn appropriately at the neckline with button down collar

**\*\*Note: Boys must wear a tie and sweater vest or sweater every Friday and on all designated “full dress uniform” days throughout the school year. Boys may wear the oxford dress shirt (without tie/sweater) Monday-Thursday.**

**Belt** - Any type black belt

**Socks** - Dark or white ankle or crew socks (no emblems/writing; no low cut/no-show socks)

**Dress Shoe** – **solid black leather** (tie or Velcro) uniform shoes with non-marking soles (like New Balance 680v6, KX624, 623v3, 624v2, 577, or similar styles)

### **PE Uniform (PK-8<sup>th</sup> Grade)**

**Shirts** – Dark Gray T-shirt (short or long sleeve, color is ‘sport gray’ at J&R Clothing and ‘light steel’ at Flynn O’Hara) with navy heat pressed SJE PE logo

**Shorts** – Navy blue mesh uniform shorts with white heat pressed SJE PE logo

**Sweatshirt** – Navy blue with white heat pressed SJE PE logo

**\*\*Note:** Hoodies may not be substituted for the uniform PE sweatshirt

**Sweatpants** – Navy blue uniform sweatpants with heat pressed SJE PE logo

**Warm-up Pants (Optional for all grades)** – Navy blue with white piping warm-up pants – ONLY available at Flynn O’Hara

**Warm-up Jacket (Optional for all grades)** – Navy blue with white piping warm-up jacket – ONLY available at Flynn O’Hara

**Socks** - Dark or white ankle or crew socks (no emblems/writing; no low cut/no-show socks)

**PE Shoes** - **solid black leather** (tie or Velcro) uniform shoes (like New Balance 680v6, KX624, 623v3, 624v2, 577, or similar styles)

**\*\*Note:** Pre-K and Kindergarten must wear Velcro all black New Balance 624v2 (or similar solid black leather Velcro shoes) or the Stride Rite Cooper 2.0 hook and loop shoe

## **Girls’ Uniforms**

### **Pre-K – 5<sup>th</sup> Grade**

**Jumper** – Plaid jumper (style #194 – color #80)

**Shorts** - Navy blue uniform shorts (optional during Daylight Savings Time)  
Pre-K and K must wear elastic waist, pull on shorts

**Skort** – Navy blue wrap skort style #907 (optional during Daylight Savings Time)

**\*\*Note: Skort length may not be more than 2 inches above the knee.**

**Blouse** – Blue short or long sleeve Peter Pan blouse with heat pressed SJE monogram

**Socks** – Navy blue or white ankle, crew or knee socks (no emblems/writing, no low cut/no-show socks)

**Leggings or Tights** (may be worn in colder weather) –navy blue or white (solid/no pattern). If socks are worn with tights, both must be the same color. Leggings and socks must also be the same color, and leggings should be ankle length.

**Sweaters (optional)** – Navy V-neck, button down cardigan with embroidered SJE monogram

**Jacket (optional)** – Full-Zip Fleece Navy Jacket with embroidered logo (available ONLY at Flynn O'Hara)

**\*\*Note: Only the uniform jacket may be worn in the classroom.**

**Dress Shoes – solid black leather** (tie or Velcro) uniform shoes with non-marking soles (like New Balance 680v6, KX624, 623v3, 624v2, 577, or similar styles), Willits Black and White Saddle Shoes, or Keds Kids Saddle Shoe II

Solid black leather uniform shoe must be worn with shorts or skorts

**\*\*Note:** PreK and Kindergarten must wear Velcro all black New Balance 624v2 (or similar solid black leather Velcro shoes) or the Stride Rite Cooper 2.0 hook and loop shoe

**Accessories (optional)** – A headband, scrunchie, or bow on barrette may be worn. Accessories should complement the uniform and not be distracting.

### 6<sup>th</sup>-8<sup>th</sup> Grade

**Skirts** – Plaid skirt (style #134 – color #80)

**\*\*Note: Skirt length may not be more than 2 inches above the knees**

**Pants** – Girls' flat front navy slacks may be worn in colder weather (Available ONLY at Flynn O'Hara)

**Shirt** – White oxford cloth short-sleeve or long sleeve with embroidered SJE logo

**Sweaters (required)** – Navy V-neck vest or pullover with embroidered SJE logo

**\*\*Note: Sweaters or sweater vests must be worn every Friday and on all designated "full dress uniform" days throughout the school year. Girls may wear the oxford dress shirt (without sweater) Monday-Thursday.**

**Jacket (optional)** – Full-Zip Fleece Navy Jacket with embroidered logo (available ONLY at Flynn O'Hara)

**\*\*Note: Only the uniform jacket may be worn in the classroom.**

**8<sup>th</sup> Grade Sweatshirts (optional)** – Only 8<sup>th</sup> grade students may wear their designated 8<sup>th</sup> grade sweatshirts as part of their PE or Dress Uniforms. They must be in the full and appropriate uniforms when wearing their sweatshirts (i.e. uniform shirt underneath the 8<sup>th</sup> grade sweatshirt). They may not wear the 8<sup>th</sup> grade sweatshirts to Mass and must still be in **full dress uniform** on all Mass days. Sweatshirts must be kept in good, clean condition to be considered "uniform."

**Socks** – Navy blue or white ankle, crew or knee socks (no emblems/writing; no low cut/no-show socks)

**Leggings or Tights** (may be worn in colder weather) –navy blue or white (solid/no pattern). If socks are worn with tights, both must be the same color. Leggings and socks must also be the same color, and leggings should be ankle length.

**Dress Shoes – solid black leather** (tie or Velcro) uniform shoes with non-marking soles (like New Balance 680v6, KX624, 623v3, 624v2, 577, or similar styles) or Keds Kids Saddle Shoe II

**\*\*Note: Solid black leather uniform shoes must be worn with the PE uniform; Keds Saddle Shoe may be worn with dress uniform only**

**Accessories (optional)** – A headband, scrunchie, or bow on barrette may be worn. Accessories should complement the uniform and not be distracting.

**Purse (optional)** – School plaid uniform purse purchased from the approved uniform shops **\*\*Note: This is the only purse allowed**

### **PE Uniform (PK-8<sup>th</sup> Grade)**

**Shirts** – Dark Gray T-shirt (short or long sleeve, color is 'sport gray' at J&R Clothing and 'light steel' at Flynn O'Hara) with navy heat pressed SJE PE logo

**Shorts** – Navy blue mesh uniform shorts with white heat pressed SJE PE logo

**Sweatshirt** – Navy blue with white heat pressed SJE PE logo

**\*\*Note:** Hoodies may not be substituted for the uniform PE sweatshirt

**Sweatpants** – Navy blue uniform sweatpants with heat pressed SJE PE logo

**Warm-up Pants (Optional for all grades)** – Navy blue with white piping warm-up pants – available ONLY at Flynn O'Hara

**Warm-up Jacket (Optional for all grades)** – Navy blue with white piping warm-up jacket – available ONLY at Flynn O'Hara

**Socks** - Dark or white ankle or crew socks (no emblems/writing; no low cut/no-show socks)

**PE Shoes** – **solid black leather** (tie or Velcro) uniform shoes with non-marking soles (like New Balance 680v6, KX624, 623v3, 624v2, 577, or similar styles)

**\*\*Note:** PreK and Kindergarten must wear Velcro all black New Balance 624v2 (or similar solid black leather uniform shoes) or the Stride Rite Cooper 2.0 hook and loop shoe

### **Jewelry**

Jewelry, makeup, and hairstyles also form part of our dress code. Jewelry should be simple and not distract from the school uniform appearance; inappropriate jewelry will be taken and returned at the end of the year upon request.

**Earrings: Girls only** - One set of small **stud** earrings; no hoops or dangles

**Nail Polish** – Clear nail polish may be worn on natural nails

**Rings:** One finger ring may be worn

**Wristwatch:** One small wristwatch may be worn; Apple watches and other "Smart" or Bluetooth devices are not allowed.

**Bracelet:** Bracelets may be worn. No charm bracelets are allowed. Bracelets with words should be appropriate for school and reflect the core values of SJE.

**Necklace:** One necklace on a thin chain may be worn (with a school appropriate medal, cross, nameplate, or other pendant not to exceed 2").

### **Hair Style**

Hairstyles should be clean, neat, well-groomed, and out of the face. Hair must be a natural color. Hair accessories should complement the uniform and not be distracting. Boys' hair should be kept to the top of the neck/above the collar, off of ears, and above the eyebrows; no tails, mohawks, extreme fade-shaven side cuts or designs/parts shaved into the head (a groomed fade is appropriate). No excessively spiked/gelled styles may be worn.

**\*\*Note: Due to the changing nature of hairstyle trends, the administration reserves the right to classify any hairstyle in violation of the uniform code.**

**Restricted Items** - The following items are not allowed:

- \*Makeup, including lip gloss
- \*Tattoos
- \*Nail polish (clear polish on natural nails is acceptable), fake, gel, or acrylic nails
- \*Sideburns, mustache, facial hair

**\*\*Note:** These restrictions apply during all designated school times (including free dress days, field trips, and other outside school related events) The school reserves the right to determine the inappropriateness of dress, hair, or other deviations from the dress code.

### **Spirit Days/ Theme Days**

Monthly Spirit Days are designated on the school calendar. On Spirit Day, students may wear any SJE shirt, including those available from our Spirit Wear provider (1stPlaceSpiritWear.com), or previous Field Day or Race for Education tees, along with any uniform bottoms and shoes. If a student chooses to wear a hat on Spirit Days, the hat **must** be an SJE hat, available from 1stPlaceSpiritWear. If a student chooses to wear outerwear (e.g. sweatshirt, jacket), the outerwear **must** be SJE outerwear.

Occasional Theme Days may be communicated throughout the school year as they arise, such as a Christmas sweater day or a tacky day. All guidelines from Out of Uniform Days apply to these Theme Days (see below). If a student chooses to wear outerwear or hats on a Theme Day, those items must either fit the theme or be SJE spirit wear/uniform.

### **Out of Uniform Days**

Students may enjoy an "out of uniform" day on their birthday. Students with birthdays on the weekend or over a break may enjoy their "out of uniform" day on the following school day. Students with June and July birthdays will enjoy their "out of uniform day" on their half birthday. Additional "out of uniform" days are announced for special occasions or as special incentives.

Out of Uniform Dress Code includes:

- Dresses/Tops with sleeves (no spaghetti straps, cut out sleeves, tank tops)
- Shirts/T-shirts of an appropriate length (language/pictures should be appropriate for school)
- Shorts (no shorter than two inches above the knee)
- Dresses/skirts that measure no shorter than two inches above the knee
- Leggings/skinny jeans may be worn with an appropriate length tunic/top (extending beyond the fingertips when standing with hands at your sides)
- No cutoffs or jeans/pants with holes in them
- No flip-flops. Sandals/Crocs with a backstrap may be worn.
- No hats should be worn in the building (unless the Out of Uniform Day is a "Theme" Day where a hat would be appropriate).

If an “out of uniform” day is on a PE day, PE shoes are required. “Out of uniform” clothing must be in good condition and worn at the natural waistline – no worn, torn, or outgrown clothes allowed. **Because of the unique and constantly changing nature of fashion, the school reserves the right to classify any style of dress, grooming, or appearance inappropriate.** Students may be subject to loss of privilege of out of uniform days if they do not come appropriately dressed. Students inappropriately dressed will be provided with a uniform to wear if available. The borrowed uniform must be washed and returned promptly. If a borrowed uniform is not available, the parent must pick up the student or bring an appropriate sized uniform.

### **RIGHT TO AMEND THE HANDBOOK**

The principal retains the right to amend the handbook at any time. Parents and students will be given prompt notification if changes are made.