# ADMINISTRATIVE PROCEDURE



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### 1. Purpose

In accordance with Board policy, all schools in the Catholic District School of Eastern Ontario shall develop dress codes based on respect, dignity, fair treatment, inclusion and safety in order to set a tone conducive to learning for every student in our Catholic schools. To attain this end, each school will:

- a) foster a safe and respectful learning and teaching environment aided by a dress code appropriate for a Catholic school setting;
- b) include parents and community in decisions related to student dress;
- c) reflect the values of the Gospel and principles and mission of the Catholic District School Board of Eastern Ontario, with regards to equity, fairness and respect.

It is the policy of the Catholic District School Board of Eastern Ontario that uniforms are worn in Catholic secondary schools and that the Catholic School Councils determine what those uniforms will be.

## 2. Administrative Procedure - Secondary Schools\*

#### 1) The **Catholic School Council** will ensure:

- a) a process that enables a majority of parents in the Catholic school community to have input on a appropriate dress policy for their own schools and be involved in developing and implementing this process;
- b) a review process that involves consultation with the school community;
- c) a process to address issues of affordability, consistency with the Human Rights Code and the Charter of Rights and Freedoms as well as Gospel values;
- d) students are aware of the expectations and sanctions for infractions with regards to the dress code;
- e) any recommended supplier of school dress code apparel is in compliance with the Board Fair Labour Practices Policy Section C2 and Administrative Procedure C2:1.

<sup>\*</sup>Catholic Secondary/High Schools are defined as those schools within Board jurisdiction that serve the needs of students from Grade 7 to 12 in the same facility.

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- 2) The **Principal** will:
  - a) develop procedures to notify parents if their child does not adhere to the school dress code. The parents will also be informed of the consequences and provide an opportunity to address any conflicts that might arise;
  - b) forward a copy of the school's dress code to the Director of Education.

## 3. Administrative Procedures – Elementary Schools\*

- a) the Board supports the wearing of dress code apparel in the spirit of building and nurturing the Catholic school community;
- b) the implementation and on-going coordination of the school dress code is the responsibility of the school administration in consultation with the Catholic School Council;
- c) a school's student dress code shall be reviewed once every three years by the Catholic School Council and the school community;
- d) a student will not be excluded from school for failing to wear the prescribed school dress code apparel unless such apparel is in contravention of the Safe Schools Act and Policy. Every effort will be made to promote the wearing of school dress code apparel at all school and board sanctioned events.

<sup>\*</sup>Catholic Elementary Schools are defined as those schools within Board jurisdiction that serve the needs of students from JK to Grade 8 in the same facility.