

Adelphi Academy of Brooklyn
DRESS CODE AND UNIFORM PACKET
2011-2012

Attention Adelphi Families:

Enclosed you will find your mandatory Dress Code and Uniform Packet. It includes the new Adelphi Academy of Brooklyn 2011-2012 Dress Code regulations, Lands' End ordering information and the Uniform Options Sheet for all students. Please be reminded that the Academy uniform is mandatory and no substitutes will be permitted. The Dean of Students will perform regular and random dress code/uniform checks of all students throughout the year. Any student found to be out of dress code and/or not wearing the approved Lands' End school uniform will be penalized. Parents/guardians will also be immediately contacted and asked to pick the student up from school.

Please be advised when ordering from Lands' End that there may be very different and distinct uniforms, options and colors for Lower, Middle and Upper School students. Some items apply to all three, but not all so please always specify grade level.

When placing your order with Lands' End **be sure to always indicate the Academy's School Number (9000-4790-3)**. Equally important is that you indicate whether you will be placing an order for a Lower, Middle or Upper School student.

Additionally, please be advised that **the Adelphi Academy School Logo is mandatory on all Land's End uniform clothing** unless otherwise indicated on the enclosed Uniform Options Sheet. Adelphi Academy realizes that from time to time the Lands' End Company can indeed get backed up in their processing and shipping of orders. Therefore, with proper written notification from their parents/guardians to the Academy as well as verification from Land's End and only if absolutely necessary, Lower, Middle and Upper School students will be given a two (2) week grace period (Monday, September 12th, 2011 – Friday, September 23rd, 2011) to be in full uniform. Until that time, students are still expected to be in proper dress code and be neat and presentable at all times. This grace period is only extended to those families who have uniform items on backorder from the company and who provide proof of this to the Academy. **After the date of the 23rd, no further exceptions will be made under any circumstances.** Students found to be out of uniform after the date of September 23rd, 2011 will not be admitted into class and parents/guardians will be contacted and asked to make arrangements to pick the students up from school.

All male Lower, Middle and Upper School students are required to wear the age/size appropriate Embroidered Adelphi Academy Student Ties. There are two different designs and each student is required to purchase one of each design each year. Ties will automatically be distributed to students through Mr. Kain's office at a cost of \$37.00 for Clip-On Ties and \$44.00 for Neck Ties. Student accounts will automatically be billed by the Business Office and parents will be invoiced directly.

Thank you.



Welcome Adelphi Academy Families!

We are excited to be partnering with your school for the 2011-12 school year. As America's premier school uniform provider, Lands' End School has helped millions of students get ready for school since 1997.

You will love us because:

- 🍏 **Hand-me-down quality** We make our school uniforms to last, from one kid to the next.
- 🍏 **Easy ordering** 24 hours a day/ 7 days a week/ 365 days a year.
- 🍏 **Legendary and award-winning customer service** We make sure your shopping experience is the best it can be.
- 🍏 **Complete size ranges** From Pre-K to grade 12, with regular, slim, junior, young men, and extended fits.
- 🍏 **Free hemming** Pants are hemmed at no extra charge (most sizes).
- 🍏 **Free shipping & returns at select Sears locations** Returns can be made at any Lands' End Shop at Sears and receive free shipping on kiosk orders.
- 🍏 **School Rewards** Your school receives a percentage of total uniform purchases made as a cash-back reward.
- 🍏 **Guaranteed. Period.** Our promise of satisfaction. If you are not satisfied with your purchase, for any reason, you can always return it for exchange or refund of your purchase price.

We look forward to providing you with all of your school uniform needs. Thank you again for choosing Lands' End School!

Your Lands' End School Team

"I think the quality of Lands' End uniforms are wonderful. Having 2 active boys I need the clothes to stand up to a lot. They wash beautifully-grass, pen and food stains come out with ease. The style and fit are also great!"
-Dawn H. a parent at St Rose School CT

LANDS' END SCHOOL

800-469-2222 • landsend.com/school



Adelphi Academy 900047903
School uniform shopping is easy with Lands' End



Online: Go online to landsend.com/school to start shopping right away. Click on "Find your school's dress code" to look up your school and enter your online store. Preferred School Number: 900047903.



Phone: Call 1-800-469-2222 and reference your Preferred School Number 900047903. Our team of consultants is available 24/7 for assistance.



In-Store: Visit your local Lands' End at Sears store. Our associates can help you with sizing information and you can place your Preferred School order online via the store kiosk.

- *Lands' End Shop at Sears (5 miles)*
Kings Plaza Shopping Center & Marina
5200 Kings Plaza
Brooklyn NY 11234
(718) 677-2123

Don't forget to sign up on landsend.com/school for e-mail updates from Lands' End.

Adelphi Academy of Brooklyn

Dress Code and Uniform Code

2011-2012

Everyone at Adelphi including students, are expected to dress in a fashion consistent with accepted casual and profession attire at all times. The expectation is that students will respect their school and demonstrate that respect in their attire, presentation and appearance.

Appropriate grooming, presentation and dress are essential elements in a viable private college preparatory school. The Administration determines the dress code. It is to be noted that the Dean of Students is the final arbitrator of dress code. Please be aware that any violations of the dress code and school uniform will result in a phone call home as well as an immediate detention issued to the student which must be served on the day of the infraction. Violations of the dress code and school uniform may also cause a student to be sent home and/or to be suspended from attending classes for the day. Parents may also be asked to immediately bring the proper attire up to school so that the student can be admitted back to class. Additionally, if a student reports to class out of dress code, that student will be marked by his or her teacher as "unprepared for class," which will impact on the student's daily class grade, which in turn will also impact on their trimester, and final grades in those classes for those marking periods. Furthermore, each time a student is out of dress code a disciplinary notice will be placed in that student's file. All Adelphi families are reminded that the Academy will be maintaining the Dress Code and Uniform Code in a very strict fashion for the 2011-2012 school year and exceptions will not be made under any circumstances.

The dress code is in effect at all times during the academic day. Even students remaining after school or attending school sponsored trips or events, either on or off of the school premises are expected to be in appropriate attire at all times. An Adelphi Academy student is expected to be neat and clean at all times as a representation of the Academy. Please also be advised that while the Academy and the Student Government sponsor a number of regular dress down days and spirit themed dress down days through the school year, the rules of age appropriate attire, presentation, appearance and neat and clean proper grooming are still in effect and should always be respected, honored and maintained by all students at all times.

Lower, Middle and Upper School – Pre-Kindergarten through 12th Year

All Lower, Middle and Upper School students are required to wear the mandatory school uniform which must be purchased through the Academy's uniform distributor -- Lands' End. This uniform includes for boys, dress pants, dress shirts, dress shoes, dress socks, dress belts and dress sweaters. Girls' uniforms include collared blouses, jumpers, skirts, dress shoes, dress socks, and dress sweaters.

Lower School students may wear the required uniform for Physical Education class (included in the cost of the annual student fees) for the entire day, on the day that the class is scheduled.

All Students – Pre-Kindergarten through 12th Year

All students from Pre-Kindergarten through 12th Year must wear the required school Physical Education uniform for Physical Education class. This uniform must be ordered using the enclosed form through the Athletics/Physical Education Office. The cost of this gym uniform is included in the cost of the annual mandatory student fees listed in each family's enrollment contract. The form must be completed and returned to the Main Office by September 1st, 2011. Any student who does not return the form by the indicated due date may not receive a Physical Education Uniform and will be held responsible for being unprepared for class. Additional uniforms including athletic sweat pants, sweat shirts, hooded sweat shirts, shorts and t-shirts may also be purchased through the office at an additional cost per item. Any student who is not in full Physical Education uniform while attending a scheduled Physical Education class at Adelphi will be considered "unprepared for class" and receive an "F" for the day as well as an immediate detention, disciplinary notice to the file and phone call home. The student will also not be permitted to participate in the class for that day. Please be advised that Physical Education

Uniforms will arrive at the Academy and be distributed between September 12th and October 10th, 2011. Until then, students are expected to be in full and appropriate athletic attire for Physical Education class.

Lower, Middle and Upper School – Pre-Kindergarten through 12th Year

Fall/Spring Dress Code: Monday, September 12th, 2011 – Monday, October 31st, 2011 and Monday, April 16th, 2012 – Friday, June 15th, 2012

Boys must wear a short sleeve mesh polo golf shirt, uniform dress pants, a plain uniform dress belt, plain uniform dress socks and uniform dress shoes. All shirts must be tucked in at all times. All uniform clothing must be traditional in cut, size and fit and purchased from Land's End. Jeans, jean cut pants or jackets of any kind, or cargo pants are not permitted. No sneakers, hats of any kind or logos are permitted. No athletic wear or sweat clothes or warm up clothes of any kind are permitted except for the appropriate athletic uniform during a scheduled Physical Education class or athletic event. Earrings, visible body piercings, excessively long hair, tattoos and fashion accessories are considered inappropriate for school and are not permitted at any time. Outer coats, jackets and book-bags must be left in lockers and/or classroom cubbies.

Girls must wear uniform skirts, short sleeve mesh polo golf shirt, plain uniform dress socks and uniform dress shoes. All skirts must be no higher than 2" above the knee. **If a young lady is addressed regarding the length of her skirt more than once, she will be sent to the office and a parent will be contacted and required to pick her up from school for the day. The student will not be permitted to return to class until she is in proper and appropriate uniform.** No part of a young ladies chest or stomach should be exposed at any time. All shirts must be tucked in at all times. All uniform clothing must be traditional in cut, size and fit and purchased from Land's End. Excessively tight or short clothing of any kind is not permitted at any time. Jeans, jean cut pants or jackets of any kind, or cargo pants are not permitted. No sneakers, boots, hats of any kind or logos are permitted. No athletic wear, sweat clothes, warm up clothes of any kind or spandex are permitted except for the appropriate athletic uniform during a scheduled Physical Education class or athletic event. Earrings may only be worn in the ear. Visible body piercings are not permitted in school at any time. Excessive jewelry, make-up, hair styling, fashion accessories and tattoos are considered inappropriate for school and are not permitted at any time. Outer coats, jackets, book-bags and pocketbooks must be left in lockers and/or classroom cubbies.

Winter Dress Code: Tuesday, November 1st, 2011 – Friday, March 30th, 2012

Boys same as Fall/Spring Dress Code however, all shirts must be long sleeve Oxford shirts and the school tie must be worn at all times with all uniform collard, button down, dress shirts. Uniform sweaters may be worn over a uniform button down shirt and tie only. Polo Shirts cannot be worn during the winter dress code.

Girls same as Fall/Spring Dress Code however shirts must be long sleeve Oxford shirts and uniform sweaters may be worn over uniform collared shirt only.

Please be advised: Students are strictly prohibited from wearing non uniform clothes to school and changing into school uniforms after arriving to school in the morning.

Please note: When the "Assembly Dress Code" is in effect for all Wednesday Assemblies and/or special school events, all male students are required to wear the long sleeved uniform collared, button down oxford shirt and uniform tie and all girls must wear the long sleeved uniform collared, button down oxford shirt (regardless of the dress code season). Students will always be given notice of Assembly Dress Code requirements for special school events.

Adelphi Academy of Brooklyn

Uniform Options

2011-2012

Lower School (Pre Kindergarten through 4th Year) Boys

Long Sleeve Oxford Shirt	French Blue, Chamois	Logo Mandatory
Short Sleeve Mesh Polo	Burgundy, Evergreen	Logo Mandatory
Iron Knee Pleated Blend Chinos	Khaki	No Logo
Drifter V-Neck Sweater	Classic Navy	Logo Mandatory
Plain Black Leather Dress Belt	<i>purchased outside of Lands' End</i>	No Logo
Adelphi Student Clip-On Tie	<i>purchased through the Academy</i>	No Logo
Plain Black Dress Socks	<i>purchased outside of Lands' End</i>	No Logo
Boys All Weather Moc Shoes	Black	No Logo

Lower School (Pre Kindergarten through 4th Year) Girls

Peter Pan Polo SS/LS	Blue, White	No Logo
Plaid Jumper	Hunter/Classic Navy Plaid	Logo Mandatory
Drifter Cardigan Sweater	Classic Navy	Logo Mandatory
Microfiber Tights	Classic Navy	No Logo
Cable Knee Socks	Classic Navy	No Logo
Girl's Mary Jane Shoes	Black	No Logo

Middle School (5th Year through 8th Year) Boys

Long Sleeve Oxford Shirt	Blue, French Blue, Chamois	Logo Mandatory
Short Sleeve Mesh Polo	Classic Navy, Evergreen, Burgundy, Maize	Logo Mandatory
Pleated Chinos	Classic Navy, Khaki	No Logo
Drifter V-Neck Sweater	Classic Navy	Logo Mandatory
Plain Black Leather Dress Belt	<i>purchased outside of Lands' End</i>	No Logo
Adelphi Student Neck Tie	<i>purchased through the Academy</i>	No Logo
Plain Black Dress Socks	<i>purchased outside of Lands' End</i>	No Logo
Black Leather Dress Shoes	<i>purchased outside of Lands' End</i>	No Logo

Middle School (5th Year through 8th Year) Girls

Long Sleeve Oxford	French Blue, Blue, Chamois	Logo Mandatory
Short Sleeve Mesh Polo	Classic Navy, Evergreen, Burgundy, Maize	Logo Mandatory
Pleated Skirt	Hunter/Classic Navy Plaid, Khaki	No Logo
Drifter Cardigan Sweater	Classic Navy	Logo Mandatory
Microfiber Tights	Classic Navy	No Logo
Cable Knee Socks	Classic Navy	No Logo
Black Dress Shoes (Flats)	<i>purchased outside of Lands' End</i>	No Logo

Upper School (9th through 12th Year) Boys

Long Sleeve Oxford	French Blue, Blue, Chamois	Logo Mandatory
Short Sleeve Mesh Polo	Classic Navy, Evergreen, Burgundy, Maize	Logo Mandatory
Pleated Chinos	Classic Navy, Khaki	No Logo
Drifter V-Neck Sweater	Classic Navy	Logo Mandatory
Plain Black Leather Dress Belt	<i>purchased outside of Lands' End</i>	No Logo
Adelphi Student Neck Tie	<i>purchased through the Academy</i>	No Logo
Plain Black Dress Socks	<i>purchased outside of Lands' End</i>	No Logo
Black Leather Dress Shoes	<i>purchased outside of Lands' End</i>	No Logo

Upper School (9th through 12th Year) Girls

Long Sleeve Oxford	French Blue, Blue, Chamois	Logo Mandatory
Short Sleeve Mesh Polo	Classic Navy, Evergreen, Burgundy, Maize	Logo Mandatory
Pleated Skirt	Hunter/Classic Navy Plaid, Khaki	No Logo

Drifter Cardigan Sweater
Microfiber Tights
Cable Knee Socks
Black Dress Shoes (Flats)

Classic Navy
Classic Navy
Classic Navy
purchased outside of Lands' End

Logo Mandatory
No Logo
No Logo
No Logo

Please note that during the Winter Dress Code period, Long Sleeve Oxford Shirts are the only shirts permitted for all students (except for Lower School Girls who wear the Long Sleeve Peter Pan Polo Shirts). Additionally, during the Fall and Spring Dress Code period, only Short Sleeve Mesh Polo Shirts are permitted to be worn (except for Lower School Girls who wear the Short Sleeve Peter Pan Polo Shirts).

All male Lower, Middle and Upper School students are required to wear the age/size appropriate Embroidered Adelphi Academy Student Ties. There are two different designs and each student is required to purchase one of each design each year. Ties will automatically be distributed to students through Mr. Kain's office at a cost of \$37.00 for Clip-On Ties and \$44.00 for Neck Ties. Student accounts will automatically be billed by the Business Office and parents will be invoiced directly.