



Corina Y. Paulino, Interim
Superintendent of Education

GUAM PUBLIC SCHOOL SYSTEM OFFICE OF THE SUPERINTENDENT



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STANDARD OPERATING PROCEDURES

SOP#: 1200-001

SUBJECT: SCHOOL UNIFORM'S

EFFECTIVE DATE: May 6, 2008

INQUIRIES: STUDENT SUPPORT SERVICES DIVISION

I. REFERENCES: BOARD POLICY 401 & BOARD POLICY 405

II. APPLICABILITY: ALL SCHOOLS WITHIN THE GUAM PUBLIC SCHOOL SYSTEM

III. PURPOSE: THE PURPOSE OF THIS SOP IS THE FACILITATE UNIFORMITY AMONG SCHOOLS WITHIN THE GPSS AND TO ENSURE THAT STUDENTS COME TO SCHOOL PREPARED AND READY TO LEARN

VI. PROCEDURES:

1. All schools are to adhere to the adopted Board Policy 401 regarding School Uniforms.
2. Students who do not wear vendor specific pants (but the pants are generally the same color as the vendor) will not be considered out of school uniform.
3. Shirts with the school logo must be worn with the required colored pair of pants, shorts, or skorts in order for the student to be in compliance with Board Policy 401.
4. Students who are persistently defiant and refuse to wear a school uniform (Shirt, pants, shorts, or skorts-non vendor specific pants does not render the student out of uniform) can be disciplined in accordance with Board Policy 405 for continued willful disobedience and defiance of school rules.
5. Students 18 years or older, may, with the approval of the Principal, opt out of wearing school uniforms for medical, religious, or other reasons deemed reasonable by the appointing authority.
6. All current schools within the GPSS must have a Uniform Policy in place by School Year 2008-2009.
7. All new schools shall implement a Uniform Policy within 1 year from the date they open their doors for students as well as have their school logo's registered with the Department of Revenue and Taxation.
8. All school Logo's must be registered with the Department of Revenue and Taxation within 90 days of the approval of this SOP for all schools currently implementing a Uniform Policy.

IX. RESPONSIBILITIES:

- a. The Administrator of Student Support shall have a work session with the school Principals and the Guam Education Policy Board to ensure they understand Board Policy 401 and this SOP.
- b. It is the responsibility of the School Principals to enforce Board Policy 401 and any other Board Policies within the Guam Public School System, to include this SOP.
- c. Associate Superintendents of Secondary and Elementary schools are responsible for their Principals ensuring their schools comply with the Uniform Policy (BP401) and this SOP.
- d. The Superintendent shall be the ultimate authority in enforcing this Board Policy and this SOP.

X. INTERNAL CONTROL: Evaluations of school personnel tasked with ensuring this Board Policy and SOP is adhered too.


XI. TRAINING: The Administrator of Student Support is responsible for ensuring that school Principals understand the Board Policy and this SOP.

XII. REPORTS: Reports are due each 5th of the proceeding month in the form of the Discipline Statistics Report. This report is sent directly to the Administrator of Student Support Services Division.


XIII. PENALTY: Failure to adhere to this SOP may result in Disciplinary action in accordance with the Policies, Rules, Regulations, and Procedures of the Guam Public School System and the Department of Administration.

XIV. EFFECTIVE DATE: "Upon date and signature unless otherwise noted."


XV. CHANGE(S): Changes to this policy shall be effectuated by the Superintendent of Education.


Mr. James Petite, Administrator,
Student Support Services

5/7/08
Date



Dr. Eva San Nicolas, Acting
Associate Superintendent, Elementary

5/7/08
Date


Mr. Kenneth P. Chargualaf,
Associate Superintendent, Secondary

5/7/08
Date

APPROVED
 DISAPPROVED


Corina Y. Paulino, Interim
Superintendent of Education

5-8-08
(Date)

Descriptor Term	Descriptor code	Issued Date
	401	03/12/08
	Rescind	Issued

UNIFORM POLICY

Board Policy

Introduction: In keeping with the Guam Public School System's Vision Statement of Preparing all Students for Life, Promoting Excellence and Providing Support and Board Policy 300 (the Board's Instructional Philosophy), the Board recognizes that school uniforms enhance the learning environment. Therefore, the Superintendent shall adopt a school uniform policy that is consistent among all public schools.

The intent of this policy is to promote the following: improve student behavior, promote appropriate attire, promote unity and pride, promote safety and security of all school personnel, minimize and or eliminate any socio-economic distinction, and promote an environment free of harassment.

School Uniform Implementation Guidelines: The following guidelines have been established to assist Public Schools in their quest to incorporate school uniforms within their program.

- Get parents involved from the beginning
- Assist families that need financial help
- Treat school uniforms as part of the overall safety program
- No baggy pants are allowed to be worn.
- No hats or Bandana's are to be worn on any school campus.

Students are not to be penalized for not wearing vendor specific pants/shorts/skorts. As long as the pants are generally the same color as what is required, it is sufficient. Students who are not in school uniform will be subject to conferences, parental conferences, and work details. Students are not to be suspended because of uniform violations.

Students may wear any color undershirt (unless there is reason to believe the color is gang affiliated) as long as there is no obscene language or pictures on the shirt. No long sleeve undershirts are to be worn at anytime. Undershirts must always be tucked in.

Students are not allowed to wear revealing clothes, blouses, spaghetti straps, and high heels. For safety reasons, no open toe shoes are allowed.

New Schools: New Schools have exactly one school year to implement the school uniform policy.

Superintendent shall adopt a Standard Operating Procedure for the implementation of the School Uniform Policy within 60 days of the adoption of this Board Policy.

Adopted: Board of Education 03/08/03; Amended 08/24/05; 03/12/08