



Dear Johnston Charter Academy Parent/Guardians,

Thank you for supporting Johnston Charter Academy's uniform program! Please find the following information regarding our uniform requirements and ordering options.

Grades K-5:

- Bright green polo shirt
- Navy bottoms

Grades 6-8:

- White dress shirt with navy/bright green custom tie
- Navy bottoms

\*Our detailed dress code policy is attached. Please read carefully to ensure you are ordering the correct items.

### Uniform Vendor

NHA has partnered with a uniform vendor, Image Builders Marketing. Bright green polo shirts and navy/bright green custom ties must be purchased through Image Builders. You may purchase the other uniform pieces from a vendor of your choice; however, Image Builders also sells these items. Please see the attached brochure for product information.

### Ordering Options

- 1) Order online by visiting our school website. The online order store will be accessible under the tab "Beyond the Classroom", then go to "Dress Code/Uniforms". Credit card only.  
OR
- 2) Place your order over the phone with Image Builders Marketing Customer Service by calling 855-654-6243 M-F 8 a.m. – 5 p.m. EST. Credit card or money order.

### Bulk Shipment to School

We offer two bulk shipments to the school during the summer and early fall. All orders shipped with the bulk shipment will have free shipping. Your order will ship directly to the school and the school will notify you when it is ready for pick up.

To take advantage of this free shipping offer, please indicate voucher code **Johnston** when placing your order. This voucher code is effective until 08/29/2018. **Any items ordered after 08/29/2018 will be shipped to your home and you will be charged a shipping fee.**

Bulk shipping schedule:

1 <sup>st</sup> Bulk Shipment	Order deadline is 07/22/2018
2 <sup>nd</sup> Bulk Shipment	Order deadline is 08/29/2018

If you have questions regarding Johnston Charter Academy's uniform policy, please call the school at 866-652-3675.

Best regards,

Kerry Chisnall  
Principal

# STUDENT uniforms

## Bright Green Polo Shirts

Must be purchased only through Image Builders



## Ties

Must be purchased only through Image Builders



## Girls' Bottoms

Flat Front Shorts  
Plain Front Pants  
V-Neck Pleated Jumper  
Pleated Scooter



## Boys' Bottoms

Flat Front Double Knee Pants  
Flat Front Shorts



## Sweater Cardigan



## Girls' Blouses



## Boys' Oxford Dress Shirts



## How to Order - 2 Easy Options

1. Order online by visiting your school's website and clicking on School Uniform Store.
2. Order via phone by calling Image Builders Marketing Customer Service.  
**Toll Free 855-654-6243**  
Please call Monday - Friday 8 a.m. - 5 p.m.  
EST for exchanges, refunds, concerns, billing or any other questions.

## Shipping

We will periodically offer a bulk shipment to your school, in which you will not have to pay for shipping. Please note, your items will be shipped to the school NOT your home address. This requires a voucher that your school will provide you when available. If you have a voucher, enter it at the check-out online or give it to a customer service representative when placing your order over the phone. If a voucher is not available to you at this time, then your order will be shipped to your home and you will be charged for shipping.

TIES	
Girls' Crossover Tie	\$7.00
Boys' Tie	\$7.00

ADULT BRIGHT GREEN POLO SHIRTS	Sizes XS - 3XL
Ladies' Long Sleeve Polo	\$11.50
Ladies' Short Sleeve Polo	\$8.75
Men's Long Sleeve Polo	\$11.50
Men's Short Sleeve Polo	\$8.75

YOUTH WHITE DRESS SHIRTS	Sizes 5-20 Husky & Plus Sizes 10-20
Girls' Long Sleeve Blouse	\$10.95
Girls' Long Sleeve Blouse Plus	\$11.95
Girls' Short Sleeve Blouse	\$10.95
Girls' Short Sleeve Blouse Plus	\$11.95
Boys' Long Sleeve Oxford	\$12.95
Boys' Long Sleeve Oxford Husky	\$13.95
Boys' Short Sleeve Oxford	\$12.45
Boys' Short Sleeve Oxford Husky	\$13.45

ADULT WHITE DRESS SHIRTS	Sizes XS - 3XL
Ladies' Long Sleeve Dress Shirt	\$18.95
Ladies' Short Sleeve Dress Shirt	\$17.95
Men's Long Sleeve Dress Shirt	\$18.95
Men's Short Sleeve Dress Shirt	\$17.95

## Shipping Charges:

Up to \$25.00	\$10.95
\$25.01-\$50.00	\$11.95
\$50.01-\$75.00	\$12.95
\$75.01-\$100.00	\$13.95
\$100.01-\$150.00	\$14.95
\$150.01-\$200.00	\$16.95
\$200.01-\$300.00	\$18.95
\$300.01-\$500.00	\$20.00
\$500.01+	Call for quote



Not all items are available for all grade levels. Consult your school's dress code policy before placing your order.

## Parental Partnership: Dress Code

To reduce distraction and competition the school has a dress code. A simple, flexible, cost-effective dress code promotes student learning and increases academic instruction time. Interpretation of the Dress Code is at the discretion of the principal and staff. Their decision is final.

### Personal Hygiene

The personal grooming of students should be in accord with the standards set by the uniform dress code. Students should be clean and neat when at school.

### General Expectations

Students are required to abide by the following:

- For grades K-5, shirts must be a short- or long-sleeve bright green polo. A bright green polo purchased only through Image Builders is encouraged. Please contact the Image Builders toll-free customer service hotline at (855) 654-6243. A customer service representative will be available from 8:00 a.m. to 5:00 p.m., Monday through Friday - Eastern Standard Time or go to the school website for more information. Alternatively, a short- or long-sleeve white polo may be purchased at a manufacturer of your choice.
- For grades 6-8, students must wear white blouses or white buttoned shirts that allow the appropriate wearing of a NHA crossover navy/bright green tie for ladies and a NHA navy/bright green tie for the men. Ties purchased only through Image Builders are encouraged.
- For all students, slacks or dress pants must be navy blue.
- Closed-toed, and close-backed, shoes must be worn at all time. Sneakers, loafers, dress shoes and leather boat shoes may be worn as long as they do not blink, light up, make noise, include any built-in toys or games, or have any wheels or slides built in. House slippers, flip flops, and symbols other than manufacturing symbols (i.e. Nike, Reebok) are not permitted on school grounds. Boots should not be worn in school and, for the safety of our students, the heel height of any shoes should not exceed 2". All shoes must be worn appropriately (i.e., laced and/or strapped, as designed). Athletic shoes, with non-marking soles, are to be worn for P.E. class.
- Socks must be solid black, brown, navy or white and worn with shoes
- Approved indoor attire may include light jackets, fleece jackets, sweaters or vests that are solid navy in color and are free of any designs or writing. Small manufacturer logos that are 2 inches or less in diameter are approved.
- Outerwear such as winter, rain or heavy jackets, hats, mittens, scarves, and rain or snow boots should be worn as outerwear only and may not be worn in the classrooms.
- Snow boots may be worn as outerwear only and may not be worn in the classrooms.
- Shirts must be tucked neatly into bottoms at all times.
- Undershirts (t-shirts worn under uniform shirts) must be white and must fit appropriately under the uniform shirts. Undershirts may not have longer sleeves than uniform shirts.
- A solid black, navy blue, or brown belt must be worn with all pants and shorts, if those pants or shorts have belt loops. Belt loops may not be removed from pants or shorts to avoid wearing belts.
- All clothing must be sized properly, so items are not overly baggy or tight.

- Hair: Students' hair must be kept neat and clean and should not obstruct their vision during class. Headbands and bows are allowed but must be solid black, navy blue, bright green, or white.

### Not Permitted

- Tattoos or writing on skin.
- Hats of any kind, unless they are cold weather hats, which may be worn outside only.
- No hooded sweatshirts are permitted indoors.
- Dark glasses.
- Any distracting jewelry.
- Piercings in areas other than ears.
- Overly large clothing that sags down below the waist area.
- Rhinestone, silver ringed, studded or belts with designs. Plain only.
- Wearing, carrying, and displaying gang paraphernalia, names, signs, or symbols of gang membership are prohibited.
- Blue jean material, knit pull-on pants, jogging pants, cargo pants with outside side pockets, corduroy pants, or decorative embroidery are not permitted.
- Makeup or "fake" nails.

### Boys

- Pants and shorts must be both navy blue and conservative. They may not have carpenter loops, or stripes. Corduroy or denim materials are not permitted.

### Girls

- Pants, shorts, Capri pants, jumpers (with collared white shirt/blouse underneath), skirts and skorts must be navy blue. Students must wear white or navy "playground shorts" under any jumper or skirt.
- Bottoms must be at least one inch longer than the fingertips when the student's arms hang at her sides.
- Tights or leggings (not worn on their own) must be solid white or navy.
- For girls in grades K-5, heels on shoes may not exceed one (1) inch. For girls in grades 6-8, heels on shoes may not exceed two (2) inches.
- A reasonable number of earrings, bracelets and rings are permitted (principal discretion). Only ears may be pierced.

The school administration reserves the right to the final approval of dress code attire.