



ORION ACADEMY

A PUBLIC CHARTER SCHOOL MANAGED
BY NATIONAL HERITAGE ACADEMIES

Dear Orion Academy Parents/Guardians,

Thank you for supporting Orion Academy's uniform program! Please find the following information regarding our uniform requirements and ordering options. Please note that there are some changes to the uniform for the 2018-2019 school year.

Orion Academy Uniform*

Grades K-5

- Lime green or white polo shirt or lime green Orion logo polo shirt
- Khaki bottoms

Grades 6-8

- Navy blue polo shirt or navy blue Orion logo polo shirt
- Khaki 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. Lime green polo shirts must be purchased through Image Builders. You may purchase the other uniform pieces from a vendor of your choice; however, Image Builders also sells some of 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 **Orion** when placing your order. This voucher code is effective until 8/19/2018. **Any items ordered after 8/19/2018 will be shipped to your home and you will be charged a shipping fee.**

Bulk shipping schedule:

1 st Bulk Shipment	Order deadline is 7/8/2018	Estimated ship date is 07/13/2018
2 nd Bulk Shipment	Order deadline is 8/19/2018	Estimated ship date is 8/22/2018

If you have questions regarding Orion Academy's uniform policy, please call the school at 513-251-6000.

Sincerely,

Taneka Smith
Principal

STUDENT uniforms

Bright Green Polo Shirts

Must be purchased only through Image Builders



Sweater
Cardigan



Girls' Bottoms

Flat Front Shorts
Plain Front Pants
Pleated Scooter



Boys' Bottoms

Flat Front Double Knee Pants
Flat Front Shorts



YOUTH BRIGHT GREEN POLO SHIRTS	Sizes XS-XL
Youth Long Sleeve Polo	\$10.50
Youth Short Sleeve Polo	\$7.75

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

NAVY SWEATER	Sizes 4-20
Cardigan	\$18.00

GIRLS' & BOYS' KHAKI BOTTOMS	Sizes 5-20 Husky & Plus Sizes 10-20
Girls' Plain Front Pants	\$15.95
Girls' Plain Front Pants Plus	\$16.95
Girls' Scooter	\$11.95
Girls' Scooter Plus	\$12.95
Girls' Flat Front Shorts	\$13.45
Girls' Flat Front Shorts Plus	\$13.95
Boys' Double Knee Pants	\$15.95
Boys' Double Knee Pants Husky	\$16.95
Boys' Flat Front Shorts	\$13.45
Boys' Flat Front Shorts Husky	\$13.95

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.

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 enable students to reach high academic standards, the school has put in place a dress code designed to reduce distractions and competitions. Implementing a simple, flexible, cost-effective dress code promotes student learning and increased academic instruction time. Interpretation of the Dress Code is at the principal and staff's discretion and 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.

All Students

- Grades K-5: Students must wear a lime green or white polo shirt with a collar or a lime green Orion logo polo shirt. A lime green polo can be purchased through Image Builders. 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.
- Grades 6-8: Students must wear a navy blue polo shirt with a collar or a navy blue Orion logo polo shirt. A navy blue polo shirt may be purchased at a vendor of your choice.
- Sleeveless shirts or blouses, tank tops, muscle shirts, flared or bell sleeves, shirts or blouses with lace or zippers, see-through or sheer shirts, and pajama tops are not permitted.
- Shirts must fit properly; they may not be too tight or loose, and buttons should not pull or gape.
- T-shirts may be worn only as undershirts and must be tucked into pants.
- Students may wear navy blue, black, white or brown sweaters or Scholar's sweatshirts over collared shirts.
- Students may not wear ponchos, hooded sweatshirts, jerseys or jackets during school hours.
- No grills (mouth pieces) are permitted.
- No writing on sweaters or sweatshirts is permitted.
- Shirts worn under the school shirt may not contain words and must be navy blue or white.
- No half sweaters or jackets are permitted. Instead, students may wear solid navy cardigan sweaters. Exposed undershirts are not permitted.
- Hats of any kind are not permitted. "Rags" are not to be worn.
- Students must wear white, navy or black socks (or tights for girls).
- Extreme hairstyles are not permitted. Hair color must be of natural tones and may not be professionally colored, dyed, or streaked.
- Wearing, carrying, and displaying gang paraphernalia, names, signs, or symbols of gang membership are prohibited.
- Students must wear khaki pants.
- Pants must fit appropriately and may not be too tight or too loose. Pants must fit at the waist and may not be worn below the waist. Belts must be worn.
- Jeans of any color, sweatpants, nylon or wind-breaker pants, zip-offs, drawstring pants, low-riders, leggings as pants and hip huggers are not permitted.
- Shorts, skirts, and skorts, must be khaki.
- Skirts, skorts, and shorts should fit at the waist and may be no shorter than two inches above the knees. This rule applies to slits in skirts.
- It is recommended that girls wear shorts underneath skirts, especially for recess time.
- Shoes with wheels or flip flops are not permitted.

Boys

- Boys must wear khaki pants or shorts. Belts must be worn with pants or shorts that have belt loops. Shirts must stay tucked into pants or shorts at all times. Sagging pants are not permitted.
- Hairstyles must be conservative with hair being off the collar.

Girls

- Girls must wear khaki, pants, skirts, and skorts. All bottoms must be either longer than the fingers when the student's arms hang at her sides or no more than three inches above the knees. Belts must be worn with bottoms that have belt loops. Sagging pants are not permitted.
- A reasonable number of earrings are permitted. Only ears may be pierced. Body piercing ornaments are not permitted.
- Makeup is not permitted.