



## Alternate Dress Request Form

Sports, clubs, and special events can request up to 2 alternate dress days for its members for an event or special day. The following is the process for approval.

### Team/Club Alternate Dress Day Guidelines:

1. Athletic teams, groups, or clubs can have 2 alternate dress days to show pride and represent an activity or sport. School policy states that each team/group/club is allowed two alternate dress days per sport per season. All members of the team/group will share the same Alternate Dress Days. (No separate dress days for Freshman or JV levels.)
2. Post-season events will also be allowed to have an alternate dress day and that will continue as long as the team/group keeps advancing in the post-season.
3. Students are still required to wear the appropriate shoes and tan khaki dress pants.
4. The uniform shirt can be replaced with an approved team shirt. The uniform shirt can also be replaced with a white or light blue collared shirt and tie for boys. The uniform shirt can also be replaced by a white or light blue blouse or sweater for the girls.
5. All members of the club or athletic team must be in the same shirt or top that represents their club/team. Team/Spirit days are SPECIAL situations and should be used to promote an activity or special game. They are NOT considered to be regular dress on every game or event day.
6. Team/Spirit days must be approved by submitting a written request form for alternate dress to the Director of Student Affairs by a team or club representative with the coach or moderator's approval at least a week in advance.
7. The coach/moderator must receive written approval before announcing to the team.
8. **NOTE: If written approval is not obtained, students will be required to change and will receive a dress code violation.**

### Process for Alternate Dress Day Approval

1. A representative of the team or club should complete an Alternate Dress Request Form. (Back side)
2. Representative and Coach/Moderator signs request form.
3. Form will have date requested for Alternate Dress Day.
4. Representative makes an appointment with the Director of Student Affairs to get approval for Alternate Dress Day.
5. During appointment, representatives will wear or present exactly what the sport or club will wear for Alternate Dress Day.
6. When approved, it is the representative's responsibility to inform team or club and verify all members are consistent in requested dress.



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## Application

- Please read guidelines and application process on the other side.
- Complete Information.
- Turn into Student Affairs Office
- Schedule Appointment with the Director of Student Affairs

Sport of Club Name: \_\_\_\_\_ Today's Date \_\_\_\_\_

Date for Alternate Dress Day: \_\_\_\_\_

Responsible Party (coach or sponsor): \_\_\_\_\_

Representative Submitting Request: \_\_\_\_\_

Please describe the dress being requested for the Alternate Dress Day:

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Signature of Coach/Moderator:

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Signature of Representative:

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Signature of Director of Student Affairs:

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