

# ATLANTIC COUNTY INSTITUTE OF TECHNOLOGY

5080 ATLANTIC AVENUE  
MAYS LANDING, NJ 08330-2098

Phone: (609)625-2249

Fax: (609) 625-8622

---

Dear Parent/Guardian:

I would like to take this opportunity to welcome you as a parent/guardian and supporter of ACIT. We are pleased to have you as a partner in this educational year. A new school year presents opportunities for various beginnings, new classes, new faces and often-new materials. Starting a new school year also gives us the chance to make new plans, design new strategies and implement new ideas.

One of our goals is to see that the parents and guardians of students, like the students themselves, are familiar with the student code of conduct. To accomplish that, you will need to review the ACIT Student Handbook & Planner, which will be disseminated to your son/daughter the first day of school.

The teaching and learning process takes place on each and every day that ACIT is in session. Each pupil is fully expected to practice acceptable habits of the world of work daily. Regular attendance, punctuality, safety, responsibility, cooperation, and appropriate attire are required for success at all times.

This year our school and the ACIT Board of Education are asking for your help in trying to teach youngsters that there are consequences for misbehavior. Discipline at ACIT will include Lunch Detention, After School Detention, Loss of Privileges/Social Probation, Out of School Suspension or Expulsion. Please do what you can to be sure that your youngster understands our rules at school. Keep in mind that ACIT is committed to providing a safe and sound educational environment for all students.

Please note that our Student Dress and Grooming Code are in effect on the first day of school. I have enclosed a copy of the policy for your review.

If you have any concerns about any aspect of your son's or daughter's program, please feel free to contact the teacher concerned, a guidance counselor or myself. We welcome your inquiries. Please accept my best wishes for a successful school year. Thank you for your anticipated cooperation.

Sincerely,



Brian Rovani  
Assistant Principal

Enclosed: Student Dress and Grooming Code

## STUDENT DRESS AND GROOMING

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices affect the educational program of the school or the safety of the student. Certain safety (personal protective) clothing and equipment, such as safety glasses, are required in shop areas. The school will provide safety glasses and the student will provide any other special clothing or shoes required for safety purposes.

The Board of Education authorizes the Superintendent to enforce school policy concerning student dress and grooming practices and to develop procedures to implement this policy which:

1. Designates the building Vice Principal as the arbiter of student dress and grooming in his/her buildings.
2. Instructs staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty and good sense in attire and appearance.
3. Insures that all rules implementing this policy impose only minimum and necessary restrictions on the exercise of the students taste and individuality.

Adopted by Board 9/18/78

Revised March 29, 2008

School regulations prohibit student dress or grooming practices which:

1. Present a hazard to the health or safety of the student or to others in the school;
2. Materially interfere with schoolwork, create disorder, or disrupt the educational program;
3. Cause excessive wear or damage to school property;
4. Prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement; or
5. Judged by administration and staff to be too revealing and distract from the educational environment or is inappropriate for a school setting.

Each program area has its specific guidelines for dress that the instructor will enforce. These guidelines adhere to the customs and practices of that specific occupation as well as the safety rules of this school.

**Sunglasses, trench coats, coats, jackets, hats, sweat bands, bandanas, scull caps, scarves, sweatshirt hood worn up or any other articles of clothing that cover the head are not permitted to be worn from 7:30 AM until the end of the school day. No extremely oversized pants or shorts are allowed. Pants and shorts must be worn above the hips-no sagging.** Any clothing that displays gang related material or shows racial, ethnic, sexual, alcohol, drug, or religious intolerance or depicts violence is prohibited. Spiked bracelets and wallet chains are not permitted. Pajamas or sleeping attire is not permitted; also flip-flops, slippers, sandals or any beach type footwear may not be worn. No "see through" apparel or extremely short skirts /shorts are permitted to be worn in school. Tank tops, tube tops or any attire that reveals shoulders or midriff is casual or leisure attire that has no place in the business and industry setting that we adhere to and take pride in at this school. Students that do not follow the dress code policies will be subject to disciplinary action. Students may use protective head covering in shop areas as deemed necessary by the instructor.

**VIOLATORS OF THE DRESS CODE WILL NOT BE PERMITTED TO PARTICIPATE IN THEIR RESPECTIVE PROGRAM FOR THE DAY UPON THE FIRST INFRACTION. SUSPENSION WILL OCCUR FOR SUBSEQUENT VIOLATIONS.**