



2024-2025 Dress Code and Equipment Regulations for Entrepreneurship & Small Business Development Which is a part of the Business, Arts and Technology Academy

In September 1958, Bucks County Technical School opened its doors to students and became the first school of its kind in the State of Pennsylvania. We take pride in all of the men and women we have trained, retrained, or have helped to achieve their learning and earning power in the workforce. We also take pride in our safety record. To continue that goal of excellence, safety and job readiness, it is essential to realize that our rules were established first and foremost with safety in mind.

Attendance, punctuality, dress code and emphasis on active “hands on” involvement contribute, along with tests, written performance, homework and attitude in the student's grades. Therefore, we welcome our students and look forward to helping them reach their goals. If the school and the students work together, we can continue our commitment to excellence. Our graduates become mature, responsible, productive, dependable and employable members of this community. We need your support, help and cooperation to make the dream become a goal – turn the goal into reality – a job that your son or daughter enjoys and a job that will afford them an opportunity to have a great life.

In order to adequately prepare students for a realistic representation of the “World of Work”, Bucks County Technical High School will be enforcing a dress code that needs your support. Since our rules vary from the traditional school setting, please review the following information:

1. Each student and staff member **must carry a school provided photo ID which must** be shown upon request. Not only are photo ID's important for identification purposes, they are also necessary for:
 - ✓ Purchasing lunch
 - ✓ Media Center usage
 - ✓ Signing in at the Security Desk if you are late for school
2. If a student forgets their ID, a temporary one will be issued by the first period teacher and a discipline referral form will be issued.
3. Book bags may be carried by students throughout the school day, however, the school reserves the right to search book bags for safety reasons and/or based on reasonable suspicion.
4. No hats, bandannas, or headbands may be worn in the hallways, classrooms or cafeteria. Specific trade related headgear, i.e., chef hats, hard hats, etc., will be allowed only in that particular technical lab area.
5. Occasionally, if the room is below 70 degrees, a teacher may allow students to wear jackets in that particular room. If a hooded sweatshirt is worn, the **hood will not be permitted to be pulled over the head.**
6. Every student is expected to be clean (body and clothing) and neat while attending school. **Clothing and accessories, which present a distraction to classroom activities, will be prohibited.**
7. **The following items may not be worn:** See-through shirts or clothing showing a bare midriff, low-cut tops, shirts with narrow shoulder straps, tops that reveal cleavage, (spaghetti straps, tank tops, etc...
8. Shorts and skirts must be of appropriate length with the bottom hem measuring below extended arm and fingertips.
9. Offensive or otherwise inappropriate clothing is not considered proper dress at any time or place within the school.
10. Extreme styles of clothing, hair and jewelry (i.e., piercings) are not in good taste; therefore, students are encouraged to avoid them. **Extreme dress, hairstyle or jewelry which presents a potential safety hazard or distraction to the education process, is prohibited.**

11. Other examples of extreme clothing are as follows, but are not limited to:

- ✓ T-shirts that reflect any innuendoes of drugs, alcohol, gang reference or sex
- ✓ Baggy and/or low riding pants where underwear is exposed or jeans or pants with holes that expose underwear or bare skin
- ✓ Pajama-type or lounge attire
- ✓ No open-toed shoes

All students will be required to remain in proper attire for the entire time they are in their respective program areas. Since safety is of the utmost importance, street clothes that present a safety violation **will not be acceptable**. Parents and students may refer to the "Student Handbook and Code of Conduct", online at BCTHS.com for clarification of proper street clothing.

It is **strongly advised** that students are covered by either "school insurance" or family medical insurance. Bucks County Technical High School **is not responsible for liability in case of accidental injury**. School insurance is available for purchase through our Nurses Office.

If a documented financial hardship prevents any student from obtaining the required clothing and/or equipment, arrangements can be made to find alternative sources of funding. Please contact our school nurse.

Best wishes for a successful 2024-2025 school year!

ENTREPRENEURSHIP & SMALL BUSINESS DEVELOPMENT: Students are required to wear the following uniform, unless advised otherwise by the teacher:

- **Uniform shirts must be purchased and worn everyday unless otherwise indicated.** A **polo shirt** and **t-shirt** are both part of the uniform. The polo shirt will be required on certain occasions. Students will receive a daily grade for their uniform. *Entrepreneurship & Small Business Development shirts must be purchased via the online school store. It can be found under BUSINESS.*
- Spaghetti straps, low-cut shirts, or other t-shirts with sayings or logos **are not permitted**. Shirts **MUST** cover the stomach.
- Students can wear jeans, but they must be **without rips or frays**. Dress slacks/pants, skirts or khakis (any color). Skirts must be of proper length. These items should fit properly and not reveal the student's stomach or underwear. Shirts must cover these areas.
- Permitted footwear includes sneakers, shoes with a hard bottom and boots. **No rubber flip-flops, slippers, open toe sandals or athletic slides are permitted to be worn.**
- Students must maintain a neat and professional appearance at all times. Attire must always be school appropriate.

Business attire will be required for special field trips, events, presentations, conferences and competitions. Professional business attire includes:

Females

- Blazer, suit, business dress or DECA blazer with skirt or dress slacks. DECA blazers may be borrowed when deemed necessary by the teacher.
- Dress shoes (no flip-flops, sandals, sneakers or **inappropriate boots**)
- Stockings or dress socks.

Males

- Sports coat, DECA blazer, or suit; dress slacks, dress shirt (collared when required) or sweater, necktie (when required), dress slacks.
- Dress socks and belt.
- Dress shoes (no sneakers, flip-flops or **inappropriate boots**).

General Information:

Ultra-tight fitting, short or see-through attire is **NEVER** permitted.

Students must be appropriately covered (this includes the midriff area).

Shoes MUST be worn at ALL times both in the classroom and outside of the classroom.

Students are encouraged to participate in any BCTHS sponsored dress down days unless otherwise advised by the instructor.

Failure to follow the dress code will result in disciplinary action and loss of professional rotational points.

Students must be prepared for class every day. Pencils, pens, notebooks, grade level appropriate workbook/manuals, USB, paper and at least one binder (1"to 2") are also required. ***Students will purchase a textbook for their personal use in their sophomore year: MKTG with Mindtap (6 months). Detailed instructions will be sent home with syllabus for students that are entering their sophomore year.***

Students will be required to participate in fundraising efforts to provide scholarships, buses, trip money for DECA & VEI along with community service throughout the school year.

All Entrepreneurship & Small Business Development students will have multiple opportunities to work in the Student Activities Office, School Store: Bear Claw Goods, Tasty Tech Café, The Daily Grind, Best Pressed and various school sponsored events throughout the year. **Appropriate dress is required at all times. Community Service hours are required for this program.** Information will be sent home in the teacher's syllabus.

Failure to dress appropriately will result in students not being able to participate in our numerous student run businesses and other activities/events organized and implemented by Entrepreneurship & Small Business Development. It will impact the student's daily grade as well.

Students will be participating in a multitude of certifications that are related to Business, Customer Service, Food Prep/Handling, Office Technology, Personal Finance, and overall Professionalism in the Workplace. These costs will vary. Students will be given cost sheets at the beginning of the school year related to each certification offered.