

# INDEPENDENCE MIDDLE SCHOOL

## PRE-BUSINESS IT ACADEMY

Based on the FLORIDA FBLA-PBL PROFESSIONAL DRESS POLICY

Academy Student Name

Grade level

As students in the Pre-Business IT Academy at Independence Middle School and FBLA-PBL members, students will “develop an awareness of the image one’s appearance projects.” “The purpose of the dress policy is to uphold the professional image of the academy and student association and to prepare students for the business world.”

**Acceptable attire is required for all Pre-Business IT academy students EVERY Tuesday (Professional Dress Day) and for all FBLA general sessions, competitive events, workshops, and other activities unless otherwise stated.**

If a student is absent on Tuesday, the student will need to wear the uniform on the last school day of the week to receive credit.

**\*\*\*ALL of the following must be met in order to receive credit for the uniform grade every Tuesday. No partial credit will be given.\*\*\***

### MALES

- ❖ Business suit with collared dress shirt and ACADEMY UNIFORM RED necktie; or
- ❖ Sport coat, dress slacks, collared dress shirt, and ACADEMY UNIFORM RED necktie; or
- ❖ Dress slacks, collared dress shirt, and ACADEMY UNIFORM RED necktie.
- ❖ **Dress shoes and dress socks are required with closed toe closed heel. (NO BOAT SHOES, NO SNEAKERS, NO SANDALS, ETC.)**
- ❖ Shirts tucked in neatly at all times, pants secured with a belt.
- ❖ Hair must be neatly groomed and clear from the face.
- ❖ IMS student ID & lanyard is required at all times – TEMPORARY ID’S DO NOT COUNT

### FEMALES

- ❖ Business suit with ACADEMY UNIFORM BLACK BLAZER (skirts must be on the knee or below); or
- ❖ Business pantsuit (must include dress slacks and ACADEMY UNIFORM BLACK BLAZER; or
- ❖ Business dress with ACADEMY UNIFORM BLACK BLAZER (dress must be on the knee or below); or
- ❖ Skirt (skirts must be on the knee) with blouse or sweater and ACADEMY UNIFORM BLACK BLAZER.
- ❖ **Closed toe and closed heel business dress shoes (NO BOAT SHOES, NO SNEAKERS, NO SANDALS, ETC.)**
- ❖ Hair must be neatly groomed and clear from the face.
- ❖ IMS student ID & lanyard is required at all times - TEMPORARY ID’S DO NOT COUNT

### MALES AND FEMALES

*No jewelry in visible body piercing, other than ears, on men or women!*

### UNACCEPTABLE ATTIRE INCLUDES:

- ❖ Low-cut, backless, see-through, tight-fitting, spaghetti straps, sleeveless or strapless blouses/tops/dresses
- ❖ Extremely short, tight-fitting, or see-through dresses/skirts/ shirts
- ❖ Denim, chambray, spandex or flannel fabric clothing of any kind
- ❖ Overalls, shorts, skorts, gauchos, capris, “palzzio”, stretch or stirrup pants, leggings, jeggings, jeans, exercise or bike shorts
- ❖ Sandals, athletic shoes, industrial work shoes, hiking boots, over-the-knee boots, or bare feet
- ❖ Athletic wear, including sneakers and letterman jackets
- ❖ Hats
- ❖ Visible foundation garments
- ❖ **No sweatshirts or outer garments permitted to cover academy uniform blazer or tie**

*New fashion trends may be in style but not necessarily appropriate. The best way to operate is to avoid walking the line. If there is a doubt, select something else to wear. Be a professional!*

Student Signature

Date

Parent Signature

Date

**\*\*Students MUST be in UNIFORM every Tuesday for Professional Dress Day.\*\***

*Students must go to this approved vendor:*

# Metro Embroidery & Screen Printing

348 W Indiantown Rd, Jupiter, FL 33458-3534

(1 block and 3 stores east of Burger King)

561-747-9100

Students/ Parents must go to the above vendor, **order** and **pay** for the following items.

## **Females:**

Uniform Academy Blazer with embroidered logo

Available Blazer Color: **BLACK**



## **Males:**

Uniform Academy TIE with embroidered logo

Available TIE Color: RED



**\*\*Students MUST be in UNIFORM for Professional Dress Day–  
Please plan accordingly\*\***