



One Application Per Family Only!

May 28, 2020

Dear Parents/Guardians,

We are pleased to announce that Atlantis will once again have the opportunity to provide Atlantis Charter School families with two ***Student School Uniform Clothing Subsidy Plans***. Parents who meet the established household financial criteria, based on the enclosed Federal Income chart, **as well as placing their order by June 15th** will have an opportunity to apply for Plan I \$75 or Plan II \$50 toward school uniforms.

Please review the following documents enclosed with this letter:

1. **The Atlantis Charter School Uniform Policy 2020-2021.**
2. **The Application for Uniform Subsidy 2020-2021.**

Please note that the **deadline to submit a completed Uniform Subsidy Application along with all required documentation, proof of income as stated below and on the 2nd side of the application***** is Monday , June 15, 2020.**

Only completed Applications with all documentation required will be processed as received. If you are missing all proofs of income or information on your application it will be returned to you via email. Once it is returned complete then it will be processed. A final determination letter will be emailed to you. Once the amount available for the Uniform Subsidy Program has been reached, no more applications will be processed and applications received after the deadline will not be considered. The complete details of the Uniform Subsidy Plans are enclosed.

ACS will confirm that an order for uniforms was placed by June 15, 2020.

If approved, your letter is your voucher which expires on May 1, 2021

All of the following must be provided: All documents must be emailed to dbout@atlantiscs.org by June 15th

1. Copies of two (2) **pay stubs** from each income earning household member for each job held (must be within the last 30 days).
2. A copy of your filed 2019 Federal Income Tax Form 1040 (Page 1 & 2 only), for each income earning household member. One form will be acceptable if income earning household members filed jointly.
3. If any member of the household is receiving income from the Department of Transitional Assistance (DTA), a letter from DTA, stating the monthly amount of assistance received from each family member, **MUST** accompany the Financial Aid application.

***Applications received without the above Proof of Household Income will be considered INCOMPLETE and returned to the applicant. Everything must be emailed to dbout@atlantiscs.org by June 15, 2020**

We hope this informational packet answers the questions you may have regarding the 2020-2021 School Uniform Subsidy program. If you do have further questions or require additional clarification, you may contact Diane Boutin at dbout@atlantiscs.org

Thank you,
Diane Boutin
Enrollment Liaison



Uniform Policy 2020-2021

Students found not abiding by the uniform policy will be subject to disciplinary action and possible parent meeting will be required. Clothing should not have any rips, tears or holes.

| <h2 style="text-align: center;">Grades K-8</h2> <p style="text-align: center;">All Uniforms MUST be purchased from Donnelly's Pants, Shorts, Skorts, Shirts, Sweaters, Vests and Gym Uniforms (sweat pants and sweat shirts).</p> | <h2 style="text-align: center;">Grades 9-12</h2> <p style="text-align: center;">All Uniforms, bottoms and tops MUST be purchased from Donnelly's</p> |
|--|--|
| <p>Solid navy or tan shorts, skirts, skorts and pants must have a finished hem. All uniforms must be in acceptable condition, no rips, tears or holes. Uniforms must be worn and belted at the natural waist. Belts should be navy, blue, black or brown – no studs, beading or decorations. Shorts, skirts, skorts and jumpers must be no more than two inches above or below the knee.</p> <p>K-1 have the option to wear pants with an elastic waist – no belt.</p> | <p>Solid grey shorts (boys), pants (girls/boys) or plaid or solid grey skirts (girls) must have a finished hem. All uniforms must be in acceptable condition, no rips, tears, or holes. Uniforms must be worn and belted at the natural waist. Belts should be navy, blue, black or brown – no studs, beading or decorations. Shorts, skirts, skorts must be no more than two inches above or below the knee.</p> |
| <p>Tops: Must be white or light blue and have a collar. Students may wear polo shirts, or blouses with their jumpers. All shirts must be tucked in. Shirts will have the school insignia, but no other designs are permitted.</p> | <p>Tops: Must be white, light blue or navy. Button down short or long sleeve with ACS HS logo on the right All shirts must be tucked in. Shirts will have the school insignia, but no other designs are permitted.</p> <p>Spirit Wear: Tops are allowed anytime and must be worn with the uniform bottoms.</p> |
| <p>Gym Uniforms: Navy sweatpants/navy sweatshirts must be purchased from the uniform company and gym sweat pants are to be worn on gym days only. Students wear their gym clothing to school. They do not change.</p> | <p>Gym Uniforms: Clothing must be appropriate for school. Students are required to change for the class. Sneakers are a requirement.</p> |
| <p>Shoes: Must be enclosed and fastened/tied properly. Socks must be worn. Heels are to be no higher than 1". All shoes must have a rubber sole. Shoe laces are to be of normal length and properly tied. Shoes with wheels or lights are not permitted. No soft sole shoes.</p> <p>Socks: Only solid white, solid navy or solid black knee high sock, tights or leggings are permitted.</p> | <p>Shoes: Must be enclosed and fastened/tied properly. Socks must be worn. Heels are to be no higher than 1". All shoes must have a rubber sole. Shoe laces are to be of normal length and properly tied. Shoes with wheels or lights are not permitted.</p> <p>Socks: Only solid white, solid navy, solid black or solid grey knee high sock, tights or leggings are permitted.</p> |
| <p>Navy blue uniform sweaters, vests, fleece jackets, or navy blue gym sweatshirt (no hoods) that have the ACS logo may be worn over the proper uniform which includes a belt or the navy blue gym sweatshirt – no hoods/hoodies. No other sweaters or sweatshirts allowed during the school day.</p> | <p>Optional uniform sweater or uniform sweater vest (navy blue with white pin stripe) as well as navy blue or grey sweatshirt w/ACS HS logo. No other sweaters or sweatshirts allowed during the school day.</p> |
| <p>No hats, caps or sunglasses may be worn in the building.</p> | <p>No hats, caps or sunglasses may be worn in the building.</p> |
| <p>Undergarments must never be visible. Only white or blue shirts are to be worn under uniform shirts. No color trim and no visible graphics/wording.</p> | <p>Undergarments must never be visible. White, grey or blue shirts are to be worn under uniform shirts. No color trim, no visible graphics/wording.</p> |
| <p>Coats and jackets may only be worn open in the building while walking to an outdoor activity. No fleece jackets are acceptable indoors, with the exception of the ACS fleece jackets.</p> | <p>Coats and jackets may only be worn open in the building while walking to an outdoor activity. No fleece jackets are acceptable indoors, with the exception of the ACS fleece jackets.</p> |
| <p>Any attire/accessories (body piercings, large earrings, etc.) that cause a disruption to the learning environment, or are a safety concern, are not allowed. They must be removed for safety during the school day. No bandanas, no hair wraps w/ties, durags, and nothing that ties or knots. No oversized head bands.</p> | <p>Any attire/accessories (body piercings, large earrings, etc.) that cause a disruption to the learning environment, or are a safety concern, are not allowed. They must be removed for safety during the school day. No bandanas, no hair wraps w/ties, durags, and nothing that ties or knots. No oversized head bands.</p> |
| <p>Dress Down Days—Students must follow the dress down day policy per the dress down day flyers.</p> | <p>.Dress Down Days – Students must follow the dress down day policy. No clothing with rips, tears or holes. No leggings, jeggings. No short, sleeveless, tank or spaghetti shirts. No inappropriate graphics or wording. No hooded sweatshirts.</p> |
| <ul style="list-style-type: none"> ● First and Second Offense: Discussion between teacher and student using the uniform visual as a reference ● Third Offense: Parent/guardian email or phone call ● Fourth Offense: Referral to the office for family support and/or consequence | <p style="text-align: center;">Students found not abiding by the uniform policy will be subject to disciplinary action and possible parent meeting will be required.</p> |

ATLANTIS CHARTER SCHOOL - APPLICATION FOR UNIFORM CLOTHING SUBSIDY

Deadline to Apply for the 2020-2021 School Year is June 15, 2020

| Part 1. Children in School | | |
|---|-------------|-------|
| Names of all children in school (First, Middle Initial, Last) | School Name | Grade |
| | | |
| | | |
| | | |
| | | |
| | | |

| Part 2. Total Household Gross Income—You must tell us how much and how often | | | | | |
|---|--|---------------------------------|---------------------------------------|----------------------|---------------------------------------|
| 1. Name (List everyone in household) | 2. Gross income and how often it was received <i>Example: \$100/monthly \$100/twice a month \$100/every other week \$100/weekly</i> | | | | TOTAL ANNUAL INCOME (School Use Only) |
| | Earnings from work before deductions | Welfare, child support, alimony | Pensions, retirement, Social Security | All Other Income | |
| <i>Jane Smith (Example)</i> | \$200/weekly | \$150/weekly | \$100/monthly | \$ 175 /month | |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| | \$ | \$ | \$ | \$ | \$ |
| TOTAL (School Use Only) | \$ | \$ | \$ | \$ | \$ |

Part 3. Signature and Social Security Number (Adult must sign below)

The head of the household (must be an adult) must sign the application and also list his or her Social Security Number or mark the "I do not have a Social Security Number" box.

I certify (promise) that all information on this application is true and that all income is reported. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, I will be required to repay all uniform subsidies to Atlantis Charter School and that I may also be prosecuted.

Sign here: _____ Date: _____

By checking here, I hereby agree and acknowledge that I am executing this document electronically and that my electronic signature set forth above is the legal equivalent of my manual signature on this document. Further, I agree and acknowledge that my electronic signature serves as a certification that I am the legal parent/guardian of the student named on this form.

Address: _____ Phone Number: _____

Social Security Number: _____

Don't fill out this part. This is for school use only.

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice A Month x 24 Monthly x 12

Total Income: _____ Per: Week, Every 2 Weeks, Month, Year Household size: _____

Eligibility: **Plan 1:** \$75 per child Max \$300 per family **Plan 2:** \$50 per child Max \$200 per family

Determining Official's Signature: _____ Date: _____

Confirming Official's Signature: _____ Date: _____

***Applications received without all of the required Proofs of Household Income and will be considered INCOMPLETE and returned to the applicant.**

Atlantis Charter School

Student School Uniform Clothing Subsidy Plans

PLAN I

Atlantis Charter School will provide parents/guardians with a subsidy of \$75 per ACS student or \$300 per family to help defray the cost of school uniforms. The parent /guardian will NOT be responsible for repayment of this subsidy. However, all other uniform items and shipping costs are the responsibility of the parent/guardian. The Income Chart below will be used to determine eligibility for this plan. The subsidy will expire on May 1, 2021.

| | | FEDERAL INCOME CHART | | |
|------------------------|--|-----------------------------|----------------|---------------|
| | | For School Year 2020-2021 | | |
| | | Plan I Criteria | | |
| Household size | | Yearly | Monthly | Weekly |
| 2 | | \$21,983 | \$1,832 | \$423 |
| 3 | | \$27,729 | \$2,311 | \$534 |
| 4 | | \$33,475 | \$2,790 | \$644 |
| 5 | | \$39,221 | \$3,269 | \$755 |
| 6 | | \$44,967 | \$3,748 | \$865 |
| 7 | | \$50,713 | \$4,227 | \$976 |
| 8 | | \$56,459 | \$4,705 | \$1,086 |
| Each additional person | | \$5,746 | \$479 | \$111 |

Your child(ren) may qualify for \$75 per ACS student with a maximum of \$300 per family if your household income falls within the limits on this chart and you place an order with Donnelly's by June 15, 2020.

***Proof of household income is required.**

PLAN II

Atlantis Charter School will provide parents/guardians with a subsidy of \$50 per ACS student or \$200 per family to help defray the cost of school uniforms. The parent /guardian will NOT be responsible for repayment of this subsidy. However, all other uniform items and shipping costs are the responsibility of the parent/guardian. The Income Chart below will be used to determine eligibility for this plan. The subsidy will expire on May 1, 2021.

| | | FEDERAL INCOME CHART | | |
|------------------------|--|-----------------------------|----------------|---------------|
| | | For School Year 2020-2021 | | |
| | | Plan II Criteria | | |
| Household size | | Yearly | Monthly | Weekly |
| 2 | | \$31,284 | \$2,607 | \$602 |
| 3 | | \$39,461 | \$3,289 | \$759 |
| 4 | | \$47,638 | \$3,970 | \$917 |
| 5 | | \$55,815 | \$4,652 | \$1,074 |
| 6 | | \$63,992 | \$5,333 | \$1,231 |
| 7 | | \$72,169 | \$6,015 | \$1,388 |
| 8 | | \$80,346 | \$6,696 | \$1,546 |
| Each additional person | | \$8,177 | \$682 | \$158 |

Your child(ren) may qualify for \$50 per ACS student with a maximum of \$200 per family if your household income falls within the limits on this chart and you place an order with Donnelly's by June 15, 2020.

***Proof of household income is required.**

Required Documentation to be provided for Proof of Household Income

- 1) Copies of two (2) **pay stubs** from each income earning household member for each job held (must be within the last 30 days).
- 2) Copies of your filed 2019 Federal Income Tax Form 1040 (Pages 1 & 2 only) for each income earning household member. One form will be acceptable if income earning household members filed jointly.
- 3) If any member of the household is receiving income from the Department of Transitional Assistance (DTA), a letter from DTA, stating the monthly amount of assistance received from each family member, **MUST** accompany the Financial Aid application.

***Applications received without the above Proof of Household Income will be considered INCOMPLETE and returned to the applicant.**