

HUMAN RESOURCE**UNIFORMS FOR CHILD NUTRITION, CUSTODIAL, FACILITIES AND MAINTENANCE, AND TRANSPORTATION EMPLOYEES**

All child nutrition, custodial, facilities and maintenance and transportation employees shall be required to wear uniforms, as provided, while performing duties for the Ohio County Board of Education.

All required uniforms are the property of the Ohio County Board of Education (or renting/leasing company). Upon termination of employment or change in classification all uniforms must be returned to the Ohio County Board of Education.

Failure to comply with this policy will result in the following:

- 1st Offense** -- Employee will be given a documented oral reprimand.
- 2nd Offense** -- Employee will be given a written reprimand with a copy being placed in his/her personnel file.
- 3rd Offense** -- Employee will be given a one (1) day suspension without pay.
- 4th Offense** -- Employee will be given a three (3) day suspension without pay.
- 5th Offense** -- Employee will be given a five (5) day suspension without pay.
- 6th Offense** -- The Superintendent will recommend discipline as he/she deems appropriate to the Board of Education, in accordance with West Virginia Code 18A-2-8, including, but not limited to termination.

The employee will be afforded all due process rights as required by law, including the opportunity for a hearing before the Board of Education regarding any such recommendations, in accordance with West Virginia statute.

POLICY RECINDED: July 25, 2014

POLICY REVISED: June 9, 2014

POLICY ADOPTED: November 14, 2012

OHIO COUNTY BOARD OF EDUCATION

