

4041 Staff Dress and Appearance

The attire worn by staff members conveys an important image to students and the general public. The appearance of professional staff members shall be appropriate to their assigned duties and indicative of their professional standing in the school and community.

I. General Expectations in Dress and Appearance

- Certified staff, paraeducators and office staff should generally dress in business casual attire that is clean and professional.
- Custodial, maintenance and transportation staff should dress in attire appropriate to the work they are performing.

II. Unacceptable Forms of Dress and Appearance

- Certified staff, paraeducators and office staff **may not** wear the following types of clothing during the traditional school day from 7:45 a.m. to 4:00 p.m. (Friday 7:30 a.m. to 3:45 p.m.), when students or visitors are in attendance, when attending workshops, conferences, or inservice days, or when the employee is supervising, directing or coaching students when the public is in attendance:
 - For men: shirts worn without collars, except when the shirt has a logo which identifies the school and/or the school's mascot, and unless the shirt can be deemed professional by other standards.
 - Sweat, jogging and wind suits, except when teaching a physical education activity in the gymnasium or on a playing field or at athletic or other activity practices.
 - Shorts, except when teaching physical education class or at athletic or other activity practices.
 - Jeans of any color except at athletic or other activity practices.
 - Hats or sunglasses except when worn outside for sun protection.
 - Any attire that is excessively wrinkled or torn, so that it is no longer neat and professional.
 - Any clothing that is excessively revealing, tight fitting, or immodest and may distract other employees or students in the learning environment.

III. Special Jeans Days

Jeans of any color may be worn on the last working Friday of the month, which is considered a “dress down” day. The superintendent may also authorize jeans to be worn on other additional designated days to celebrate achievements, recognize special events, or promote school spirit. Such days may only be designated and authorized by the superintendent.

IV. Enforcement

The superintendent or principal shall maintain the discretion to make determinations on staff dress and appearance. The superintendent may temporarily suspend all or a portion of the dress code when other factors support a lower dress expectation for school employees (e.g., special “casual days”, school celebrations, special events, or field days). Any violation of school policy and rules may result in disciplinary action.

Adopted on: December 12, 2016

Revised on: November 11, 2019

Reviewed on: July 10, 2017, February 13, 2023