

Staff Dress (C-14)

The Board retains the authority to specify the following dress and grooming guidelines for staff in order to prevent such matters from having an adverse impact on the educational process.

Non-Uniformed Employees

All District employees work for the public, and the public often judges individuals and the District by appearance. It is important that all staff attire be appropriate for the job and that it conveys a neat, professional and clean image. Appropriate attire should be consistent with professional responsibilities and activities. The mode of dress or grooming should not be disruptive to the educational environment.

Uniformed Employees

Some employee groups may be required to wear uniforms (i.e., custodial and kitchen staff). Uniforms provide a professional appearance within the District and save the employee's wardrobe. Employees will be monitored by their supervisor to ensure that the uniform meets District requirements, is clean and in good repair.

It is expected that all staff members shall:

- Dress in a manner consistent with the responsibilities of their profession.
- Dress in a manner that communicates to students a pride in personal appearance.
- Be groomed in such a way that hairstyle or dress does not disrupt the educational process or cause a health or safety hazard.

The following **are guidelines** for school staff **on each student/parent contact days** and **when representing the School District in any School District activity**.

- Business casual
- Approved School District of St. Francis spirit-wear or school logo wear

Additional Guides

- On days where there is not scheduled student/parent contact, staff is permitted to dress in a more casual manner.
- On Spirit Days, dress is guided by the theme.
- Exceptions to the above guidelines can be made at the building level when a more casual dress code is needed to meet the needs of the curriculum for the day (i.e., conducting experiments at the lakefront or park, physical education activities outdoors, etc.)
- Good professional judgment is expected at all times.
- No flip-flop/thong-style beach shoes.

Any employee appearing for work whose dress is identified by administration as inappropriate, for any reason, will be asked to leave and return acceptably attired.

Adopted: August 21, 2006
Revised: October 16, 2006