

Guidelines for All Employees:

- Clothing must be at least Smart/Business Casual, not casual weekend wear.
- The guidelines take into account the environment and the content of the subject area of the employee.

Definitions:

This regulation and the dress requirements contained herein apply to all employees.

- Smart/Business Casual means professionally casual clothing that still allows for modest, individual style expression with a flair. This dress code includes collared shirts, blouses, sweaters, jackets, khakis, dress pants, and knee-length skirts or dresses. It excludes jeans, T-shirts, athletic wear, flip-flops, and overly revealing or distracting garments.
- Dress Denim means a softer twilled cloth, usually cotton, used to make trousers, slacks, suit jackets and other garments. It is similar to blue jeans but is made of finer fabric, which is smooth and softer than blue jeans— typically darker and dressier and can pass for dress slacks. It may not be worn with frays, holes, discoloration, etc., and should not have any writings.

Dress for Physical Education Teachers/Coaches:

- All standard athletic clothing may be worn.
- Shirts with profanity, alcohol or tobacco advertisements, or any suggestive wording may not be worn.
- Female swimming coaches must wear a one-piece swimming suit.
- Shorts must be appropriate length for the activity.
- Shorts shall not be too tight or too baggy.
- Track suits are permitted.
- Male swimming coaches must wear fingertip length swimming trunks.

Appropriate attire (Acceptable attire):

- Suits/ties/sports jackets
- Blouses/shirts/sweaters
- Jeans **and t-shirts** are permitted only on school **and District** spirit days, field days, field trips or other special events. Such days will be determined by the building principal
- Shoes appropriate for a professional work setting; staff members who are conducting experiments or are in a lab are required to wear close-toed shoes.

Inappropriate (Unacceptable Attire):

- Hats worn in the building
- Torn/Ripped jeans
- Gym like attire
- Flip flop/beach shoes
- See-through clothing
- Body piercing and tattoos may cause a disruption. Tattoos that contain obscene phrases, show scenes of violence, sexual imagery or are gang related, racist and/or vulgar may not be visible.
- No writing shall appear on any shirt other than the school name/mascot, character education terms or college/fraternity/sorority/holiday/seasonal attire. School spirit days will be determined by the building principal.

Shoes:

- Athletic shoes must be neat and clean.

Other:

- Medical personnel such as occupational therapists, physical therapist, and nurses in specialized classes shall be allowed to wear scrubs.

- At the principal's discretion, reasonable accommodations shall be made at times for grade level/content specific teachers (i.e. art, science, pre-kindergarten, kindergarten, PEC). Principals may choose to make this determination based on submitted curriculum/lesson plans.
- The principal is allowed discretion to make adaptations to the dress guidelines in the following cases: school spirit days, field days, field trips or other special events. This does not mean that every Friday is automatically “dress down day” and that all guidelines will be eliminated. The principal's judgment will prevail.
- If the principal or supervisor deems any apparel or hairstyle as disruptive, he or she has the authority to send the employee home, so they may comply with this policy before returning to school.