

The board believes that the appearance and the conduct of its faculty are of utmost importance in establishing a positive image for education in the community and for presenting a good example for students. Therefore, the board expects all personnel to be professionally, neatly, and appropriately attired for the work to be done. An employee's dress must not disrupt or distract from the educational process and must be in accordance with health and safety standards. The superintendent shall develop and communicate to employees guidelines for appropriate dress and appearance. Such guidelines (1) must be gender-neutral; (2) may authorize the principal or department supervisors to develop specific dress or appearance requirements for each school or department; (3) may authorize exemptions from the guidelines for employees performing specialized duties that require a different form of dress; and (4) must provide a process for offering reasonable accommodations when required by law.

Administrative and supervisory personnel shall set a good example in personal appearance and good manners and shall encourage and expect employees to dress in accordance with the board's expectations. An employee's supervisor will make an initial determination of whether an employee's dress or appearance is inappropriate. In making this determination, the supervisor will consider the following factors:

1. the nature of the work;
2. whether the dress is consistent with a professional environment;
3. health and safety factors;
4. the nature of the employee's public contact and the normal expectations of outside parties with whom the employee will work;
5. the employee's interaction with students;
6. the prevailing practices of other workers in similar jobs; and
7. any properly established guidelines for dress or appearance.

Supervisors shall review this policy with their staff at the beginning of each school year. If a supervisor determines that an employee's dress or appearance violates the established guidelines or is hazardous to the health or safety of the employee, fellow employees, or students, the supervisor shall counsel the employee regarding attire that is consistent with this policy and shall determine whether the employee is allowed to remain at work or must leave work to change his or her dress. Any failure to follow the supervisor's directive and/or blatant or repeated violations of this policy will subject the employee to disciplinary action, up to and including dismissal. Reasonable accommodations will be made as approved in writing by the appropriate supervisor

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for those employees who, because of a sincerely held religious belief, cultural heritage, or medical reason, request a waiver of a particular part of this policy for dress or appearance.

Legal References: Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*; Title VII of the Civil Rights Act of 1964, 42 U.S.C. 2000e *et seq.*; [Consolidated Appropriations Act, 2023, P.L. 117-328, div. II - Pregnant Workers Fairness Act](#); *Bostock v. Clayton County*, 590 U.S. \_\_\_, 140 S. Ct. 1731 (2020); G.S. 115C-36, -47

Cross References:

Adopted: March 1, 2022

[Revised:](#)