



## **STAFF DRESS CODE POLICY**

Our staff dress code reflects the high expectations of the school and is based on the dress codes of our Employer Partners.

All staff:

- are role models for the students in the school and have a responsibility to model appropriate dress and appearance.
- are representatives of Ron Dearing UTC and our University and Employer Partners. Their dress and appearance must, therefore, project a positive and professional image at all times.

Our dress code takes into account the broad range of activities that staff engage in during the working day.

### General Principles:

- Clothing must be professional attire, not casual wear.
- Clothing should be clean and in a good state of repair.
- Hair should be neat and tidy. No extreme hairstyles are allowed.
- Visible tattoos must be discreet and inoffensive. Facial and neck tattoos are not permitted.
- Unless otherwise stipulated for health and safety reasons (e.g. in workshops), jewellery may be worn, including a single nose stud. Other facial piercings should be removed (retainers are permitted).
- Nail varnish and acrylic nails are allowed, but nails must be kept to a reasonable length for health and safety reasons.

### The following attire is acceptable:

- Shirts.
- Ties are permitted but are optional.
- Smart polo shirts.
- Blouses/smart tops. No casual T shirts. Necklines should not reveal cleavage. Sleeveless blouses/tops are allowed but straps must be at least 5 cm wide. No 'strappy', strapless or 'off the shoulder' tops.

- Smart dresses. Dresses should be no shorter than 4 inches above the knee. Necklines should not reveal cleavage. Sleeveless dresses are allowed but straps must be at least 5 cm wide. No 'strappy' or strapless dresses.
- Smart skirts. Skirts should be no shorter than 4 inches above knee.
- Smart, tailored full-length or  $\frac{3}{4}$  length trousers, work-wear trousers or chinos. Jeans are not permitted.
- Smart, tailored Bermuda shorts in summer. Denim shorts are not permitted.
- Smart shoes/sandals. Trainers and flip flops are not permitted.

For health and safety reasons:

- the appropriate protective clothing and footwear must be worn in workshops and Science labs.
- ties should not be worn in workshops or when carrying out science experiments.

The Principal has the final say on whether clothing and appearance is appropriate.

If a staff member's clothing or appearance is not deemed appropriate, the Principal or relevant Line Manager will speak to the staff member concerned and ensure the situation is rectified.