

STAFF DRESS CODE

Background

The Division recognizes and appreciates the importance of appropriate staff dress and appearance as an essential part of delivering educational services that meet the expectations of our communities. Employees are individually responsible for their general presentation and appearance and have a responsibility to consider how their appearance may affect others.

Procedures

1. The principal or immediate supervisor of all employees shall ensure that all staff members are aware of and adhere to dress code and personal appearance expectations.
2. The Division recognizes the need to be flexible with expectations for acceptable dress. The following general guidelines are to be used to guide staff in meeting the dress code expectations:
 - 2.1 Staff shall wear clothing consistent with a professional work environment.
 - 2.2 Clothing shall be suitable for the subject of instruction, the work being performed, and the occasion.
 - 2.3 Staff shall not wear clothing that is likely to be viewed as offensive or revealing.
 - 2.4 Clothing shall not display language or messages considered inappropriate for a school or office setting.
 - 2.5 Staff shall cover tattoos that are likely to be considered as offensive, inappropriate or threatening for a school or office setting.
3. The principal or immediate supervisor may approve variations in the dress code for special situations or circumstances.
4. "Casual" or "Dress Down" days may be approved by the principal or immediate supervisor providing they are being done to assist a cause previously approved by the principal or immediate supervisor.
5. The wearing of shorts or denim pants in a regular classroom setting is not acceptable unless special circumstances, as identified by the principal or immediate supervisor, warrant such attire.
6. If the supervisor identifies special circumstances, clothing worn must still reflect a high regard for the employee's personal appearance.

Legal Reference: Section 85 Education Act

Updated: November 2018