



HAWKSWOOD GROUP DRAFT DRESS CODE POLICY

Ratified by Management Committee

Introduction

Teaching and learning is a formal and professional vocation and our staff dress code must reflect this. It is important that staff project a professional image to pupils, parents and other stakeholders. The way we dress must reinforce the high expectations that we have for teaching, learning and behaviour. It is recognised that staff within our settings perform a variety of different roles and our dress code will take this into account.

Rationale:

Staff are expected to dress appropriately and professionally in order to carry out their duties and obtain the necessary respect from pupils, parents and other stakeholders. Professionalism must therefore be reflected in staff appearance and their behaviour at all times. Hawkswood Group staff are models for the learners in the school and have a responsibility to model appropriate dress and appearance.

Staff working outside of the school, on behalf of our children and young people represent the whole organisation. It is therefore important to dress appropriately when acting in a professional capacity offsite as well as onsite, with due regard to any conclusions parents/visitors or external partners may draw from our appearance.

Some items of clothing or hairstyles/jewellery can place the wearer at significant risk of harm or injury, and as such are regarded as a breach of our Health and safety Policy.

Appearance/Dress Code

Whilst it is acknowledged that there is scope for individual interpretation, the following should be adhered to for all staff unless included in the exceptions below.

Staff are expected:

- To wear their lanyards and ID badges at all times on display so that they are clearly seen
- Not to wear denim jeans, jogging bottoms or similar type trousers unless for PE lessons
- Not to wear clothing that is not clean or in a poor state of repair
- In the summer staff can wear sturdy business-like sandals, however flimsy, beach style sandals or open-toed sandals are not appropriate
- Heels can be worn, but no stilettos or heels higher than 2 inches
- Not to wear hats/bandanas/hoods in school (hair covering for religious, medical or cultural reasons are exceptions)
- Not to wear any item of clothing which covers all or part of the face

- To consider appropriate levels of modesty; no low-cut, revealing or excessively tight clothing. If you would wear it on a date – it is generally not suitable for children when in lessons. This is really important. Unfortunately staff have had to be reminded about wearing appropriate clothing that does not show cleavage, display bosoms or upper thighs. **Repeated flouting of this and/or other aspects of the dress code is a serious disciplinary offence and will result in procedures for misconduct.**
- Not to wear leggings in place of trousers (although they can be worn under a dress or skirt)
- Not to wear short skirts or dresses that rise above the knee when you bend to support pupils
- Not to wear inappropriate or offensive logos
- Not to have extreme hairstyles; hair should be neat and tidy
- Not to wear dangly earrings or long necklaces
- Not to wear facial studs. Piercings, other than in ears or very discretely in the side of the nose, are not acceptable.

Jewellery should be minimal and not expensive, with the exception of engagement/wedding bands, and mindful of the need for health and safety common sense in PRU environments.

Exceptions

- PE staff – staff teaching PE are expected to wear professional sportswear; staff teaching PE in KS 1 & 2 are expected to change into sportswear for the duration of the lesson and change back into non-sportswear once the lesson has ended. Sports T-shirts may be worn.
- Site services – with negotiation will dress according to need and should wear their protective footing when on site, along with an High Visibility jacket when on external grounds of the school
- Technicians/Specialist staff – should wear safety clothing appropriate to their role
- Catering staff – appropriate hygiene wear should be worn at all times and removed before leaving the premises. This included hair net and apron.
- Smart jeans may be worn on field trips - Staff should also adhere to all other aspects of the dress code when accompanying pupils on trips, unless the nature of the trip dictates otherwise.
- Staff supporting in mainstream schools are expected to adhere to the dress code for the school in which they are supporting on that day

Dress code applies at all times when pupils are on site.

The Headteacher reserves the right to take the final decision on the appropriateness of dress. If a staff member's clothing or appearance is not deemed appropriate, the Head or other member of SLT will speak to the staff member to discuss any

concerns. A written warning will be issued if the misconduct continues and the matter will be managed under the misconduct policy.

We are committed to the highest standards of respect and role modelling for our pupils and dress is an essential and fundamental, non-negotiable part of our professionalism.

Approved by the Management Committee for the Hawkswood Group