

205 – Staff Dress Code

I. Purpose:

- A. The educational environment, by the Bryan Allen Stevenson School of Excellence (BASSE) standard, should reflect a more formal setting, and the type of apparel worn by faculty and staff should reflect that fact. Teachers are expected to set a good example for their students and should not allow themselves to become careless in their grooming and attire. A Business Casual dress policy will be followed.

II. Policy Statement:

- A. Business casual is a polo shirt, a dress shirt and/or a sweater with sleeves, and a modest neckline, khakis or dress pants/capris with a belt, and nice shoes for women. Women can also wear a moderate-length (not more than 2” above the knee) dress or skirt. For men, business casual is a collared polo shirt or a dress shirt, and tie, khakis or dress pants with a belt, and nice shoes. School-appropriate embroidery is permitted on polo shirts. No flip-flops are permitted.
- B. Physical Education educators should wear a polo shirt with athletic pants/shorts worn at the waist (a warm-up suit is acceptable athletic attire for physical educators). Shorts should be no more than 2” above or below the knee.
- C. Clothing that is obviously inappropriate for school activities must not be worn and the decision of the Supervisor or Head of School/Designee will determine the appropriateness of dress appearance.
- D. Leisure, recreational and athletic type clothing (blue jeans, shorts, tank tops, tops with emblems, warm-up suits, flip-flops, etc.) are prohibited, as is clothing that exposes the upper thigh, midriff, or cleavage.
- E. Men are permitted to grow facial hair if it is groomed and well-trimmed.
- F. Hair must be well-groomed.
- G. Teachers who have shop or art classes must wear business casual dress but may wear a protective coat or smock.
- H. Coaches are to be in business casual dress while teaching in the classroom.
- I. It is permissible for faculty members to dress casually on in-building workdays. If attending meetings on other campuses, attire should be as on a regular school day.
- J. On staff development days, attire will be regular school day or “Spirit Day” attire.
- K. Several times a year, the school will sponsor special days that require unusual dress, such as theme days or project days.
- L. The Administrative Team may select a specific day as a school spirit day. On that spirit day, the staff may deviate from the BASSE’s Dress Code. It will be permissible to wear jeans, tennis shoes, and approved shirts. Jeans should not be

unduly faded or contain holes. Pins and other accessories cannot be substituted for the school logo. If you choose not to participate in school spirit day, regular school attire must be worn.

M. Exceptions may be granted at the discretion of the appropriate Leadership Staff.

III. Responsibility:

A. It is the responsibility of BASSE staff to follow the dress code. Violations of the staff dress code may result in a verbal warning or write-up.

Related Policies:

A. xxx

Related Procedures and Documents:

A. xxx

Approval:

Revision Dates:

Draft