# LENAPE TECHNICAL SCHOOL

SECTION: NONINSTRUCTIONAL EMPLOYEES

TITLE: DRESS AND GROOMING

ADOPTED: December 21, 2006

REVISED:

## 525. DRESS AND GROOMING

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| 1. Purpose | Employees set an example in dress and grooming for students and the community at large. Compliance with reasonable standards for dress and grooming has a positive effect upon the school's operation and technical programs. |
| 2. Authority<br>SC 1850.1 | The Joint Operating Committee has the authority to specify reasonable dress and grooming guidelines for staff. |
| 3. Guidelines | All noninstructional employees shall, when assigned to duty, be physically clean, neat, well-groomed, and dressed in a manner consistent with the needs of the job to be performed; be groomed so that hair style does not disrupt the educational process nor cause a health or safety hazard; utilize safety gear; and wear work uniforms, if required. |
| 4. Delegation of Responsibility | If an employee feels that an exception to this policy would facilitate completion of assigned duties, a request should be made to the Administrative Director or designee. |