

**Regulation 4119.22: Dress And Grooming**

Status: ADOPTED

Original Adopted Date: 01/19/2005 | Last Revised Date: 05/11/2022 | Last Reviewed Date: 05/11/2022

The following guidelines shall apply:

1. Shoes must be worn at all times. Thongs, flip-flops and beach type sandals are prohibited.
2. Clothing and jewelry shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive or which advocate racial, ethnic or religious prejudice or the use of drugs, tobacco or alcohol.
3. Hats, caps and other head coverings shall not be worn indoors unless medically required or for religious purposes.
4. Clothes shall conceal undergarments at all times. The following are prohibited: see-through or fish-net fabrics, halter tops, off-the-shoulder, low-cut tops, bare midriffs, exercise attire, and ripped, torn or frayed clothing. Clothes must be neat, clean and pressed.
5. The following are prohibited: shorts,\* skorts,\* blue jeans, underwear type t-shirts, tights as outerwear and dresses or skirts shorter than mid-thigh. Leggings or stirrup pants must be worn with mid-thigh length tops.
6. Employees shall be clean and neatly groomed.
7. Wednesdays and Fridays will be designated as College/University/ School/Bargaining Unit Casual Dress Days for employees. On these days clean and neat blue jeans are acceptable and may be worn in combination with outerwear reflective of college/university/school site and/or bargaining unit designations.

\* Loose fitting, mid-thigh shorts/skorts may be worn on school spirit days

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