

Administrative Rule

EMPLOYEE CONDUCT – Policy

STAFF DRESS CODE

Code ~~GBEB-R~~ ~~Issued~~ ~~GBEBA~~ ~~Issued~~ 11/10

Purpose: To establish the basic structure for a dress code for employees.

District/School personnel should consider themselves as professionals and should always dress to gain respect from those with whom they come in contact. Administrators/Supervisors are expected to make sure staff members are appropriately dressed at all times.

- Jeans, t-shirts, ~~wind suits~~ and shorts are only acceptable dress for Charleston County School District personnel at the discretion of the principal or immediate supervisor and only on paydays and for special events.
- Clothing shall not display profane or vulgar sayings or images, including innuendo, or messages that are inconsistent with the District's mission.
- Skirts, dresses and shorts should not be shorter than **three inches** above the knee.
- Leggings are considered accessories to clothing and are appropriate only if the actual clothing conforms to the dress code. Leggings worn with only a tunic or sweater are not allowed.
- Physical education teachers and career and technology educators should wear attire appropriate for their instructional environment.
- Custodial/maintenance/food—service/nursing staff and bus drivers should wear attire appropriate for their work environment.

The following shall not be acceptable at any time from any employee.

- frayed, torn and/or extremely faded pants
- excessively form-fitting or revealing clothing
- exercise clothing (allowed for PE teachers only)
- flip-flop or beach style shoes (soft bottoms)
- halter tops
- ~~leggings~~
- overalls
- sheer clothing
- spaghetti straps
- athletic wear
- ~~sweat suits (allowed for PE teachers only)~~
- ~~jogging/warm up suits (allowed for PE teachers only)~~
- visible body piercings that serve as a distraction in the judgment of the principal or immediate supervisor.

Tattoos that may cause distraction or that display inappropriate language or images should be covered. The principal's decision is final.

Special circumstances

It is recognized that there may be special situations where employees may not dress as they normally would (for example, field days, work days, field trips, etc.). Attire of a questionable nature shall be addressed by the principal or immediate supervisor.

The district/school administration may establish rules and regulations as necessary to enforce this policy.

Adopted prior to 1976; Revised 10/17/94, 9/21/98, 6/21/99, 11/15/04, 6/14/10, 11/29/10