

## General Personnel

### Safety Dress Code

The purpose of this policy is to inform all staff of their responsibilities in relation to appropriate attire for work that enables them to safely fulfill their essential job functions. The primary goal of a workplace Safety Dress Code is to establish the expectation that it is the responsibility of all personnel to create and maintain a safe work environment, with an employee's attire being an integral part of that responsibility.

The Safety Dress Code applies to all staff. The intent of the policy is to maintain an appropriate balance between an employee's right to dress according to personal circumstances and preferences and SEDOL's right to expect that during working hours, employees present themselves at work in attire that is both appropriate and safe, based on individual job responsibilities. It is recognized that a Safety Dress Code involves some subjective judgment and what **is** or **is not** acceptable for safety purposes will vary depending upon the employee's job, work site and level of interaction with students. These standards/guidelines are not intended to be all-inclusive, but rather should be viewed as a set of general parameters for safe attire and allow employees to use good judgment and common sense about items not specifically addressed. Compliance with the Safety Dress Code will be monitored regularly by the Administration.

SEDOL's Safety Dress Code includes, but is not limited to, the following standards/guidelines:

1. Wearing appropriate professional attire at work reduces the risk of injury.
2. Wearing clothes that are in good repair reduces the risk of injury. Any excessively loose or torn clothing increases the risk of injury.
3. Dangling jewelry and piercings, neckties, drawstrings and long hair that is not tied back can increase the risk of injury.
4. Flip-flops, open toe shoes, heels higher than two (2) inches and shoes with leather soles increase the risk of injury. Shoes with non-skid or no-slip soles such as athletic shoes, loafers, boots, flats and leather shoes with closed toes and closed heels are safer options. Leather soles that have a non-skid adhesive grip are also safer.
5. Excessively tight attire, shirts with revealing necklines, bare midriff tops, exposed undergarments and clothing with offensive messages or images printed on it may create a learning environment that can adversely affect student learning and behavior.

ADOPTED: December 20, 2007

REVISED: December 18, 2014

SO denotes *SEDOL Only* policy