



## **EMPLOYEE DRESS CODE**

All Torrington Public Schools employees project an image to the community and to students about the professionalism of the District. During the workday and at all work-related activities, employees shall adhere to a professional standard of dress. Examples of professional attire include, but are not limited to, collared shirts, dress slacks, ties, dresses, and coordinated separates. No dress code policy can cover all contingencies in the area of dress. As such, employees are expected to use good judgment in their choice of clothing and general appearance when reporting to work. An employee who experiences uncertainty about acceptable attire for work should consult with their supervisor, or the building principal for guidance.

### **All employees shall:**

1. Be physically clean, neat and well-groomed.
2. Dress in a manner reflecting their professional assignment.
3. Wear their identification badges at all times during the workday.

### **Unacceptable items include but are not limited to:**

The following items, while not an exhaustive list, are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities:

1. Shorts, dresses, skirts or other similar clothing shorter than two (2) inches above the knee in length.
2. Sports sandals, open toe sandals without a back, and flip-flops. (Note: Sneakers are permitted provided they are not ripped or torn, they are clean and professional, and their appearance is not distracting to the learning environment.)
3. Sunglasses, hats, sweatbands and bandanas. (Note: Torrington Public Schools will make reasonable accommodations for religious headwear, as long as it does not create an undue hardship.)
4. Inappropriately sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops,

skinny jeans, beachwear, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts.

5. Graphic t-shirts, hoodies/sweatshirts, sweatpants, pajama pants, yoga pants and jeans. Underwear as outerwear is prohibited.

(Note: Leggings may be worn as long as the top covers the entire buttocks.)

Up to two (2) days a week will be designated spirit days to be determined by the Superintendent. Jeans are permitted on such days, provided they are without holes, rips, frays, excessive fading, or stains. Clothing with graphics, slogans, or logos are also permitted on spirit days, provided that they are appropriate for a school setting. Graphic T-shirts or sweatshirts directly related to an employee's role with Torrington Public Schools, such as school-branded apparel or items connected to curriculum and school programs are also permitted on such days. Tops/sweatshirts with hoods are prohibited.

6. Tank tops or other similar clothing with straps narrower than 1.5 inches in width. Underwear as outerwear is prohibited.
7. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
  - Threatens the safety of or pose a safety risk to any person
  - Refers to drugs, tobacco, alcohol, or weapons
  - Are of a sexual nature
  - Denotes membership in gangs that advocate drug use, violence, or disruptive behavior by virtue of color, arrangement, trademark, or other attribute
  - Uses obscene, profane, vulgar, lewd, or legally libelous language
  - Promotes any activity prohibited by the Student Code of Conduct
  - Otherwise disrupts the teaching-learning process
8. Any attire that is prohibited by the Student Dress Code Policy.

### **Exceptions**

- Appropriate athletic clothing may be worn when teaching or assisting with physical education classes, or when coaching athletic activities.
- Scrubs may be worn by nursing employees.
- Behavior technicians and special education paraeducators shall wear appropriate clothing to accommodate their working situations, while maintaining a professional appearance.
- IT, custodial, security, and cafeteria employees shall wear appropriate clothing to accommodate their working situations. Shorts (longer length) are permitted. Plain

T-shirts, or those with district logos may be worn. Please refer to the individual employment contract or collective bargaining agreement.

- Protective clothing such as smocks, lab coats or aprons may be worn as needed.
- Employees are permitted to wear sunglasses, and/or hats for field trips and outdoor activities as deemed appropriate.
- Employees may dress accordingly for approved district or school sponsored Spirit Days.
- Employees who attend school sponsored events, not as an employee, may dress for comfort at the event, but shall maintain a professional appearance.

### **Policy Application**

This Policy does not supersede the terms of any collective bargaining agreement. The objectives of this policy are in general, to communicate the expectations of the District and to establish guidelines for professional dress. Please realize that unprofessional dress can present a safety hazard to students and employees and can be disruptive to the student learning environment. Torrington Public Schools reserves the right to ask any employee who is improperly dressed to go home and change clothing or to improve their appearance. Unprofessional dress and appearance are considerations when evaluating performance and are cause for corrective action, up to and including dismissal.

### **Anti-Discrimination**

Nothing in this Policy is intended to discriminate against any employee based on a protective characteristic, including race, color, ethnic traits historically associated with race (such as hair texture and protective hairstyles), national origin, religion, disability, and gender. Restrictions on the dress code may not reflect discrimination as to any civil right. Any employee who has questions about proper attire and/or believes that they need an accommodation with respect to this Policy should contact Human Resources, their supervisor, or building principal.

### **Legal References:**

- Connecticut Fair Employment Practices Act, including Connecticut General Statute § 46a-51 (definition of protective hairstyles)
- Title VII of the Civil Rights Act of 1964
- Americans with Disabilities Act
- The CROWN Act

Policy 4086 Employee Dress Code - Adopted and Approved by the Torrington Board of Education on September 24, 2025.