

Employee Professional Appearance Guidelines for 2026-27

Purpose

Kilgore ISD believes professionalism is demonstrated through character, relationships, preparation, and service to students. The District values the professionalism of its employees and considers all faculty and staff ambassadors for our schools and role models for our students. Employees are expected to maintain a professional appearance that reflects positively on the District while simultaneously supporting a safe, welcoming, and engaging learning environment.

Professional Dress/Attire/Grooming

Examples of appropriate professional dress/attire/grooming include, but are not limited to:

- Dress slacks, chinos, khakis, and wind pants when worn over athletic coaching shorts
- Denim jeans, including colored denim, when maintained and worn in a professional condition
- Dresses, skirts, jumpers, and business-casual attire
- Polo shirts, collared shirts, blouses, sweaters, and professional tops
- District, campus, college, military, or career-related t-shirts and sweatshirts
- Professional footwear, including sandals and athletic shoes
- Hair and nails that are clean, neat, and professionally maintained.

Examples of inappropriate professional dress/attire/grooming include, but are not limited to:

- Clothing or attire with rips, holes, tears, fraying, or excessive wrinkles
- Clothing or attire that is revealing, transparent, ill-fitting, or that allows skin or undergarments to be visible
- T-shirts not directly related to District, campus, college, military, or career
- Yoga and yoga style pants, and athletic wear such as wind suits, joggers, and shorts
- Pajamas, sleepwear, beachwear, or swimwear
- Visible body gauges or jewelry in piercings other than in the ears
- Hair color that is unnatural and distracts from an employee's professional responsibilities
- Visible tattoos that contain offensive, inappropriate, discriminatory, violent, or distracting images, words, or messages and are not consistent with a professional educational environment.

CROWN Act. HB 567 of the 88th Regular Session of the Texas Legislature, effective September 1, 2023. This bill is also known as the CROWN Act, which stands for Creating a Respectful and Open World for Natural Hair. The bill prohibits an employer from adopting or enforcing a dress or grooming policy that discriminates against a hair texture or protective hairstyle commonly or historically associated with race. This bill does not define “protective hairstyle,” but specifies these hairstyles include braids, locks, and twists.