

Policy 4216 DRESS and GROOMING

The Board of Education believes that the appearance and dress of support staff members is an important component of the educational program of this school district. The attitude of support staff members about their professional responsibilities and the importance of education in the lives of their pupils are reflected in their dress, appearance and personal hygiene.

The Board retains the authority to specify the following dress and grooming guidelines for staff, within law, that will prevent such matters from having an adverse impact on the educational process. Attire shall meet the following criteria:

1. Men and women should dress in a manner befitting the profession. Support Staff dress should up-hold the dignity of the profession and be appropriate to the type of service the support staff is performing. Support staff may wear attire and appropriate footwear that is conducive to their work environment.
 - a. Female staff members may wear skirts or slacks with blouses or sweaters, school uniform, dresses, skort or slack ensembles, or slack suits.
 - b. Male staff members may wear suits, jackets and ties, sweaters, school uniform or sport or dress shirts with slacks.
2. Specialized Areas
 - a. Office staff and Secretaries will follow Policy #3216.
3. Support staff going on field trips should dress appropriately as representatives of the school district.
4. Support staff attending out of district workshops/in-services should adhere to the district dress code.
5. The Board lists the following as unacceptable attire:
 - a. Torn, dirty, or wrinkled clothing.
 - b. Inappropriate footwear such as: flip flops, bedroom slippers, combat boots.
 - c. See-through clothing.
 - d. Tight-fitting clothing such as Spandex and leggings.
 - e. Inappropriately low, plunging or deep “V” necklines.
 - f. Midriff, halters, tank, spaghetti straps or tube tops.
 - g. T-shirts or undershirts as outerwear which contain offensive language or graphics.Note: All skirt, skort or dress-like clothing should not exceed three (3) inches above the knee.
 - h. Observable jewelry in body piercings must be limited to the ears only.
6. Employees who are issued District Uniforms will be required to wear the uniforms.

The building principal or the support staff member’s supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the support staff member concerned. Where a single violation so warrants or violations recur, the principal or supervisor may enter a reprimand in the support staff member’s file and may recommend more stringent disciplinary measures.

N.J.S.A. 18A:27-4

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