Dress Code Policy

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"Learning together; to be the best we can be"

1. Policy Statement

1.1. Trust employees work on behalf of the public and are ambassadors for the Trust and the services we provide. Employee appearance contributes to the quality and perception of customer care provided.

1.2. Consequently we ask all our employees to maintain a professional standard of dress and appearance that is appropriate for the workplace. Our customers and clients would expect all our employees to be clean, tidy and ensure good personal hygiene.

1.3. Clothing should be appropriate for the work undertaken. Clothing and appearance should not deliberately cause offence to people or colleagues who come into contact with, or use Trust Services. Obviously your clothing should be non-offensive and contain no provocative, inflammatory remarks, for example sexist or racist remarks. Clothing should also not display slogans of a political nature or conspicuous logos.

1.4. The Trust seeks to promote diversity within its workforce and recognises the importance of cultural dress to its employees. Cultural dress is a visible sign of this commitment and employees will be supported in observing cultural dress codes within the general principles referred to above.

1.5. Where particular clothing is provided for health, safety and hygiene and/or uniform purposes it must be worn. This includes name badges, which should be worn at all times during working hours. All employees are expected to dress smartly and portray a business-like and professional image. Headteachers and Line managers are responsible for ensuring that employees are appropriately dressed, consistent with these requirements.

1.6. . Employees are reminded that if they have any doubts as to whether an article of clothing is inappropriate, then it is likely others will share this view.