

SECTION: CLASSIFIED EMPLOYEES

TITLE: DRESS AND GROOMING

ADOPTED: July 22, 2002

REVISED: April 16, 2007

NEWPORT SCHOOL DISTRICT

525. DRESS AND GROOMING	
1. Purpose	Employees set an example in dress and grooming for students and the community at large. Compliance with reasonable standards for dress and grooming has a positive effect upon the district's operation and programs.
2. Authority SC 510	The Board has the authority to specify reasonable dress and grooming guidelines for staff, within law, that will prevent an adverse impact on the educational program and district operations.
3. Guidelines	<p>When assigned to district duties, classified employees shall be physically clean, neat, well-groomed, and dressed in a manner consistent with the needs of the job to be performed.</p> <p>Inappropriate dress for classified assignment includes clothing that is considered too revealing or that is normally worn for leisure activities. Consult with your immediate supervisor for clarification.</p> <p>Custodial and cafeteria staff may wear jeans, bib overalls or clothing consistent with the needs of the job.</p> <p>Employees shall be groomed so that hair style does not disrupt the educational process nor cause a health or safety hazard.</p> <p>Some classified employees may be required to utilize safety gear and wear designated work uniforms.</p>
4. Delegation of Responsibility	<p>If an employee feels that an exception to this policy would enable him/her to carry out assigned duties more effectively, a request should be made to the immediate supervisor.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p>