

## **STAFF DRESS, ACCESSORIES, and GROOMING**

Colorado Springs School District 11 (the District) is committed to being a high performance organization focused on outstanding student performance, achievement, and preparation for a lifetime of success. The District Board of Education (the Board) believes that student performance, achievement, and preparation for lifetime success are positively affected by the professional appearance of the District's staff. The professional appearance (which includes dress, accessories, other body adornments, grooming, and religious, cultural, or medical related items) of staff members not only reinforces their own shared vision of the District and their identity as highly motivated professionals working toward a common mission, but also strengthens their morale, sense of professionalism, dignity and self-worth; the community's attitude toward the District, public schools and the teaching profession in general; and, directly and indirectly, the conduct, morale, and performance of the District's students.

### **Professional Dress is required of all District employees.**

All employees must exercise good judgment in their choice of professional appearance for work and work-related activities by always appearing in a way that is appropriate to the situation, and that will invoke;

- a positive impression from the community,
- provide appropriate role modeling for students,
- promote a working and learning environment that is free from unnecessary disruption, and
- be conducive to high student and staff performance.

During the work day and anytime employees attend work-related activities or functions, including activities or functions to which the District or District personnel or District students are invited or in which the District or District personnel or District students participate (for example, PTO/PTA meetings, meetings or conferences with parents, school plays and concerts, student competitions, educational or other professional conferences, etc.), employees shall appear in a professionally appropriate manner.

Principals and other administrative supervisors are delegated the authority and bear the responsibility for ensuring compliance with this policy and are expected to counsel and/or discipline employees whom they supervise on professional appearance in conformance with this policy.

Each principal or administrative supervisor will be given the authority to establish stricter appearance requirements than are required by this policy on a temporary or permanent basis as necessitated by the health, safety, discipline, "esprit de corp," educational, public relations, or other needs of that Division/school/work site, as determined by the principal or administrative supervisor.

In addition, a principal or administrative supervisor may deviate from this policy temporarily to meet the needs of specific Division/school/work sites for an appropriately specified purpose.

The principal or administrative supervisor must approve temporary deviations.

The Superintendent/Designee must approve long-term or non-temporary deviations.  
Examples of professional attire include, but are not limited to:

- collared shirts,
- dress slacks,
- hosiery,
- dress coordinates,
- suits,
- professional dresses,
- denim,
- and ties.

Staff is not permitted to wear any clothing, paraphernalia, grooming, jewelry, accessories, or body adornments that are disruptive or potentially disruptive to the educational environment as determined by the Principal. Examples of clothing, accessories, or body adornments that are not acceptable:

- contain language or images that are vulgar, discriminatory, or obscene,
- promote illegal or violent conduct, such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia,
- contain perceived threats such as gang symbols
- expose cleavage, private parts, the midriff, or undergarments or that is otherwise sexually provocative

Adopted: April 1997

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