



The Langley Academy Trust

Staff Dress Code Policy

Aim of The Langley Academy Trust: To provide an outstanding education for every child in the Trust

Principles

The Langley Academy Trust is a Trust that serves 3 academies, one secondary and two primary schools. It is an educational institution within the public sector and as such our dress code needs to reflect the professional standards expected when working with youngsters and their families and to maintain high standards of smartness and modesty. It is a condition of employment that all staff keep to the Academy's dress code. Accordingly, all staff are expected to dress in a formal manner. Staff need to be mindful that although there is a difference in circumstances, children will always compare what staff are wearing with what they are or are not allowed to wear. Staff need to be aware that they are regarded as role models and consistent standards of professional attire help set a purposeful and business like tone.

Our dress code supports and reflects this and the cultural differences within each academy and so our policy does allow a flexible approach that allows employees to dress in accordance with their cultural and religious beliefs. It is also flexible enough to reflect the roles of various staff within our Academy. A useful comparator is the standard and type of dress that can be commonly seen worn by staff working in a professional office and consequently:

All staff should wear:

1. For women: Smart suits with jacket/tailored trousers/skirt/dress combinations are standard, with skirts not being immodestly short, i.e. just above the knee. Trousers, skirts, dresses, shirts, blouses or tops (no vests) are not see through or exposing underwear and discreetly limit the amount of bare flesh visible. Clothing should not appear to be restrictive. A jacket should be worn for more formal occasions, including all meetings with parents, celebration of achievement evenings and assemblies.
2. For men: smart suits, shirts with collars and ties fastened.
3. Appropriate footwear that is smart and formal. Open toed and backless footwear is allowed but worn at the risk of the individual. Staff must remember that whilst open toed footwear may be safe for most of the time during the normal day to day running of a school, staff may be asked to cover some subjects where there will be more risks e.g. Technology and Science
4. Up to a maximum of one pair of earrings and no other facial piercings.
5. Different uniform to reflect their roles in the Academy as agreed by the Principal e.g. PE wear an agreed uniform
6. Smart casual attire is permitted on INSET days.

Staff should not wear:

1. Casual summer, leisure or sportswear.
2. Denim, trainers, leggings, shorts or hats.
3. Visible tattoos. If it is not practical for a member of staff to cover a tattoo then it is imperative that the tattoo is in no way offensive as agreed by the Governing Body.
4. Any clothing that would contravene any health and safety regulations of the school.

PRIMARY SCHOOLS

Staff working in **EARLY YEARS** should adhere to the policy as per above, with the following modifications/clarifications:

- Clothing should be smart, yet comfortable to enable them to fully embrace all aspects of the EYFS curriculum.
- Sensible footwear, with low heels. It may be appropriate to bring indoor and outdoor shoes.
- A coat for outdoor learning is advisable.

Staff leading and supporting **PE** lessons (all primary Key Stages) should adhere to the policy as per above, with the following modifications:

Staff are expected to set a good example to pupils when teaching PE, modelling good health and safety practices. As such staff should:

- Remove jewellery
- Tie long hair back
- Wear jogging bottoms and training footwear
- Avoid polo tops or t-shirts with very large logos

TEACHERS AND SUPPORT STAFF should adhere to the policy as per above with the following modifications:

- For women, cardigans are acceptable, and for men jumpers are acceptable and ties are optional, but ideally worn at formal occasions.

Trips:

Staff should remember that they are still representing the Trust whilst on trips. Where possible, staff should maintain the same dress standards that they do within the Trust on a day to day basis. However, where this is not appropriate, staff are able to dress in a more relevant attire - jeans are not acceptable for trips.

For example:

- Track-suits for sporting events
- Cargo trousers and trainers/wellies for zoos/farms etc.

Please speak to a member of senior staff for further clarification.

Breaches of dress-code:

Staff who are considered to be in breach of the dress code will be advised by their line manager and given the opportunity to conform. Disagreements about the appropriate dress of specific items of clothing or footwear will be referred to the members of SLT and the Headteacher will be the final arbiter on such matters.

Date of Review: October 2018

Date ratified: 10 October 2018

Author: Gillian Jarman

Date of next Review: October 2021