

## **RSU #63**

- a. NEPN/NSBA Code:** **GBEBA**
- b. Title:** **District Personnel Dress Code**
- c. Author:**
- d. Replaces Policy:**
- e. Date Approved:** **08/23/2021 RSU #63**
- f. Previously Approved:** **01/23/2017**
- g. Policy Expiration:** **Review as Needed**
- h. Responsible for Review:** **Superintendent, Principals, & Policy Committee**
- i. Date Reviewed:** **07/14/2021 Superintendent**  
**07/28/2021 Policy Committee**
- j. References:**
- k. Narrative:**

RSU #63 (the District) is a place of business for both academic and support staff, as well as students. While it is the district's mission to provide a friendly and safe environment for all, the environmental tone is often set by the appearance of all employees.

- I.** Every employee has some contact with the public and therefore represents the district in their appearance as well as their conduct. Employees are expected to be well-groomed, use appropriate hygiene, and to dress in a neat, business-like manner appropriate to the school setting. RSU #63 identification is to be on the individual at all times when on or in school property.
- II.** Employees who work with machinery, such as transportation vehicles, are expected to ensure their school attire does not present any type of safety hazard. For some positions, uniforms may be required.
- III.** The following are examples of the type of dress that is not allowed at any time, unless prescribed by a medical professional:
  - A.** Low-cut or see-through tops, halter tops, and camisoles;
  - B.** Any clothing that exposes the midriff or underwear;
  - C.** Short skirts;
  - D.** Athletic wear, unless required for position or task;
  - E.** Any clothing with words or illustrations that might be offensive or controversial to others;
  - F.** Any ripped, dirty, or disheveled clothing;
  - G.** Wearing any headgear in school buildings unless it is for religious reasons;
  - H.** Sunglasses are for outside;
  - I.** Flip-flops or bare feet.

During the summer when students are not present, during severe inclement weather, or other specific occasions authorized by supervisors, employees may wear more casual clothing, but, at all times, an employee's personal appearance must be well-groomed and appropriate to the work setting.

- IV. Employees who have questions as to whether certain clothing or attire is appropriate for the position should ask their supervisor. Supervisors are authorized to send employees home to change if their attire is inappropriate. Any such period of time may be unpaid.
- V. District personnel, students, and parents are expected to work cooperatively with the school district in order to assure the success of the dress policy.