

Moorside Primary School



Dress Code



MOORSIDE PRIMARY SCHOOL

PURPOSE, VISION & VALUES

Our Purpose

Moorside Primary is a school at the heart of our diverse community in the West End of Newcastle. We pride ourselves in being a caring school community where everyone is welcome. We strive to deliver an outstanding education for all our children. We help everyone to become caring and active citizens. We encourage everyone to thrive and achieve their full potential.

Our Vision

We want everyone in our school to work together to make us as good as any school can be. We want to create new opportunities for everyone to succeed. We want to create a culture which broadens all of our horizons. We want everyone to be able to tackle the challenges we will face in an ever changing world. We want all of our children to effectively engage with each other and with our community.

Our values

We all believe that

Our local community deserves a school they can be proud of We are a caring community where everyone is welcome We all value, respect and support each other Our community has the right to be safe and healthy. Our children should have the chance to enjoy and be enthused by their time in our school.

We all work together to make sure that

Everyone always tries their best and take pride in all that they do. Everyone demonstrates good manners at all times. Everyone respects each other and show consideration. Everyone respects and cares for our environment and resources. Everyone celebrates each other's successes and achievements.

Introduction

This Policy sets out the expectations of the school in relation to Dress Code.

The Dress Code is necessary in order to:-

- Convey a professional image of the school and individual;
- Have regard to Health and Safety considerations for staff;
- Ensure staff and children's dress codes are in-line with the school policy.

The school considers the way staff dress and their appearance is of significant importance in portraying a professional image to all users of its services, whether children, Parents/Carers, governors, visitors, colleagues, or other agencies.

This policy applies wherever or whenever anyone is working as a school representative. The Policy applies to all staff groups, including those staff who are seconded, supply agency staff, governors, contractors, volunteers and students when working on school premises.

Implementation of Dress Code Policy

The Dress Code Policy is designed to guide managers and staff on the school standards of dress and appearance. All staff appearance must be professional at all times both within the workplace and when representing the school at differing venues. The Policy is not exhaustive in defining acceptable and unacceptable standards of dress and appearance and staff must use 'common sense' in adhering to the principles underpinning the Policy.

The school recognises the diversity of cultures, religions and disabilities of its staff and will take a sensitive approach when this affects dress requirements. However, priority will be given to health and safety and security considerations. Risk Assessments will take place as appropriate.

Responsibilities

Staff

Employees are individually responsible for their general presentation, appearance and personal hygiene and have a responsibility to consider how their appearance may be perceived by others. This means that staff should wear clothing which:-

Is appropriate to their role;

- Is not likely to be viewed as offensive, revealing, or sexually provocative;
- Does not distract, cause embarrassment or give rise to misunderstanding;
- Is absent of any political or otherwise contentious slogans;
- Is not considered to be discriminatory and is culturally sensitive;
- Does not place themselves or others at risk.
- Employees are responsible for following the standards of dress and appearance laid down in this Policy and must understand how this policy relates to their working environment, health and safety, particular roles and duties and contact with others during the course of their employment.

Leadership and Management

Leadership are responsible for ensuring the Policy and Dress Code is adhered to at all times in respect of the staff they manage. They must also ensure that all new members of staff are aware of the required standards of this Policy during the induction process.

Acceptable Clothing

- Examples of acceptable clothing includes a combination of:
- Appropriate length skirts (i.e. knee length);

- Blouses (long or short sleeve);
- Smart plain T-shirts (long or short with sleeve);
- Jumpers, jackets, dresses, culottes, business suits, jackets, trousers, polo shirts, shirts (with collars – long or short sleeve)

Non-acceptable Clothing

- Mini-skirts; Lycra cycling shorts or footless tights, leggings unless under a garment
- Leisure shorts unless used for P.E/Games or other associated social activities;
- Combat/camouflage clothing;
- Transparent or 'see-through' blouses, dresses or shirts;
- Tracksuits/Sports Wear except for PE and associated social activity;
- Clothing with tears, holes and rips;
- Low-cut T-shirts or blouses;
- Vest-type tops (Spaghetti/shoestring or other strapped tops), Crop-tops;
- Denim of any kind, including jackets;
- Badges or emblems which may cause offence;
- Items of clothing bearing logos, slogans or graphics, which could cause; offence or are deemed inappropriate to the setting;
- Indoor wearing of baseball caps/hats;
- High heeled stiletto shoes, high wedges or beach flip flops (or similar);
- Trainers (unless for PE and/or outdoor learning);
- Clothes which restrict movement and which can easily snag on equipment during manual handling manoeuvres e.g. loose pockets, sequins, large buttons etc.
- Neck ties, necklaces, scarves or metal chains if a dangerous situation occurs or is likely;
- Underwear should not be worn in a revealing manner and should not be visible through their outer garments.

Expectations

It is recognised that there may be specific occasions where the usual dress code would not be appropriate e.g. outdoor/adventure visits. In these instances, guidance will be provided so that both pupil and adult dress codes are in line.

In accordance with current practice, the dress code may be relaxed on training days when children are not present. This is at the discretion of the Head Teacher.

Compensation for damage to personal clothing etc.

Staff are required to adopt a 'common sense' approach with regard to the clothing, jewellery, glasses etc. that they wear to work in terms of expense. Staff must ensure that articles are appropriate to the type of work that they carry out and also be mindful of any potential for damage to/loss of personal property which may arise as a result of carrying out their duties. The school discourages staff from coming to work in overly expensive or 'designer' items and where employees choose to do so and subsequently make a claim for damage to/loss of such items, the Governors reserve the right to impose an upper limit of the amount of compensation it reimburses.

Footwear

Footwear must be safe, sensible, in good order, smart and clean and have regard to health and safety considerations. Employees need to be aware that in an emergency situation, they may be required to move swiftly. Wearing open-toed or open-backed types of footwear may put staff or children at risk of injury and should be avoided.

Jewellery and piercing

Jewellery/piercings must be discreet and appropriate and must not be a health and safety hazard. Jewellery/piercings must be removed where they are a risk to health and safety or where their appearance may be inappropriate in school. If, in the environment, any items of jewellery creates the potential for an act of violence or the possibility for entanglement (e.g. large hoops in earlobes, large rings, necklaces, tongue piercing) must be removed whilst on duty. Rings which protrude from the finger, should not be worn when in situations involving restraint or when assisting with an activity as part of a children's daily living (e.g. assisting with personal hygiene), as they may cause harm to a pupil.

In PE, jewellery should be removed, covered or taped up.

Hair

Hair and beards should not compromise health and safety. Long hair should be tied back when handling food, or when undertaking physical interventions with children. Beards must be neatly trimmed, unless this reflects the individual's religion in which case it must be tidy.

Headwear worn for religious purposes is permitted. The Hijaab if worn, must be adjusted in a way that the wearers face remains visible. The Hijaab should be fixed in such a way that it allows quick release.

Facial Covers

Staff who wear facial coverings for religious reasons are expected to remove them whilst on duty. This will ensure that the member of staff is identifiable.

Nails

Nails must be sufficiently short to ensure safe child contact.

Public Sector Equality Duty

The Equality Act 2010 replaced and unified all existing equality legislation such as the Race Relations Act, Disability Discrimination Act and Sex Discrimination Act. It aims to ensure that people have equality of opportunity in accessing and experiencing public services. Schools when carrying out their day to day work should have regard to the following:

- eliminating discrimination
- advancing equality of opportunity and
- foster good relations across all characteristics

Schools cannot unlawfully discriminate against children because of their disability, gender, race, religion or belief, sex and sexual orientation. Protection is now extended to children who are pregnant or undergoing gender reassignment.

This policy was reviewed and updated with reference to this duty. The author/s of this document and the Policy Committee of the Governing Body, which checks all policies before publication, considered this policy in the light of these requirements to ensure that Moorside Primary School adheres to these statutory regulations. **The Head Teacher, or on her absence the Senior Leadership Team, has the final decision to deem anything unsuitable.**

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