

Employee Dress Code

The dress and grooming of Ferris ISD employees shall be clean, neat, in a manner appropriate for their assignments, and in accordance with any additional standards established by their supervisors and approved by the Superintendent. As educators, our commitment to excellence should be reflected in our appearance. Your clothing should be modest and appropriate for a school setting. The Ferris ISD Employee Dress Code is as follows:

PURPOSE OF FERRIS ISD EMPLOYEE DRESS CODE

The purpose of our dress code is to provide all staff members with a standard of dress and grooming that **allows them to serve as role models** for all students. These standards will help to create an environment that is conducive to learning and supportive to discipline. *We represent a profession of value; therefore, we need to look, act, and dress as if we value our profession.*

DRESS GUIDELINES FOR MEN

- Male employees should wear collared shirts, such as polo style, oxford style, or dress shirts, and these may be long or short-sleeved. **Shirts with a squared-off bottom are not required to be tucked in.**
 - Male employees may also wear sweaters. These can be left untucked.
 - Male employees should wear tailored dress slacks or business casual (Dockers style) pants.
 - Male employees should wear dress boots, dress shoes or other appropriate dress footwear, such as leather-like, suede, or loafer style shoes.
 - Male employees should not wear sleeveless clothing, wind suits, **or earrings.**
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DRESS GUIDELINES FOR WOMEN

- Female employees should wear collared or uncollared shirts, blouses, or tops **and they may be pullover or button style. Sleeveless shirts, blouses, and tops are only appropriate for school when worn under a jacket or a shirt-jacket.** **Female employees should not wear sleeveless shirts, blouses, and tops unless worn under a jacket or a shirt-jacket.**
- Female employees should wear tailored dress slacks, business casual (Dockers style) pants, business pant sets, business pant suits, skirts, or dresses. In addition, females may wear cropped dress pants (near ankle length) or Capri pants (mid-calf or lower). **Low-fitting, "hip hugger" style pants are not allowed.** A female employee's skirt or dress should be modest and be no shorter than the width of a dollar bill (~2 ½ **3** inches above the top of the knee).

- Female employees should wear dress boots, dress shoes, pumps, or other appropriate dress footwear, such as leather-like, suede, or loafer style shoes. Closed-toed mule or closed-toed slide styles are also acceptable. Dressy sandals will be allowed and will be defined and clarified on each campus at the beginning of each year. ~~Flip-flops, rubber shoes, plastic shoes, foam shoes, or shower shoes are not allowed.~~

ADDITIONAL DRESS GUIDELINES AND GROOMING STANDARDS

- Clothing that is too tight, too short, or too revealing is not appropriate.
- All tattoos should be school appropriate; otherwise, it will need to be fully and completely covered at all times.
- Shorts, sweatpants, windsuits, ~~legwarmers~~, scrubs, spandex, lycra, ~~Velour~~, and all other items not specifically stated as allowable are not appropriate for school.
- Tights and leggings are not allowed as pants. They may be worn with an appropriate length dress or skirt, but the tights or leggings must be near the ankle.
- Athletic shoes are not appropriate for school unless you have a doctor's note.
- Hats or caps in the buildings are not appropriate for school.
- ~~Torn, ripped, or faded clothing are not appropriate for school.~~ Any clothing worn with holes, tears, or frays may not show skin.
- Undergarments should never be exposed!
- Employees' hair shall be clean and neatly groomed.
- P.E. and Athletic personnel will dress accordingly in the P.E./Athletic areas, but when entering the academic areas (main building) dress appropriate for school is required.
- The dress code on days spent in staff development, teacher/parent conferences, regional or area meetings, and training workshops will warrant the Ferris ISD participants to follow regular Ferris ISD Employee Dress Code guidelines.
- The dress code on workdays may also include jeans and t-shirts due to the large amount of time spent moving furniture, books, display materials, etc.
- When jeans are allowed, employees may wear tennis shoes.
- ~~If an employee earns a jeans pass, they should use it on a Friday.~~
- Wednesdays will be College Shirt Day at all campuses.
- Grade level t-shirts, campus t-shirts, spirit t-shirts, etc. can be worn on Fridays.
- The dress code on field trips and field days should reflect the nature of the event and prior administrative approval is required.

FINAL AUTHORITY

Administrators will have complete and final judgment on all matters concerning the interpretation of the employee and student standardized dress code. Matters concerning appearance and dress not specifically covered in the Ferris ISD Employee Dress Code policy shall

be within the discretion of the administrators. Administrators will also have discretion pertaining to the attire of those in special assignments (i.e.: P.E., C.B.I., Nurses, etc.)