

Stephenville Independent School District
Employee Dress Code
2021-2022

According to Board Policy DH (LOCAL),

The dress and grooming of District 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.

Administrative staff has the responsibility to determine and ensure that personnel dress is appropriate at all times, appropriate for each person's job assignment and **aligned with community standards.**

In order to be in compliance with this policy and more importantly, in order to provide the best learning environment for our students, the following guidelines regarding professional and appropriate dress are to be followed.

1. Employees are to dress professionally at all times, which includes attendance at all professional development activities---both on campus and out of district.
2. Each employee is to be well-groomed.
3. No halter tops, crop tops, backless tops, tank tops, strapless tops, or spaghetti straps are allowed.
4. Dress lengths should be appropriate, professional, and beyond fingertip length.
5. Necklines on ladies' blouses and shirts are not to reveal any cleavage.
6. Dressy Capri Pants are acceptable. The length should be below the knee.
7. Leggings, jeggings, or tights are permitted to be worn with garments that are fingertip length.
8. Body piercing, other than ladies' earlobes, is not permitted. **No gauges or spacers.**
9. Tattoos which are considered to be **inappropriate** are to be covered.
10. Denim or colored jeans/slacks are permitted two days a week as designated by the supervisor. Jeans may not have any holes that expose skin.
11. Shorts/Walking shorts are not permitted except as approved by the campus principal.
12. Dress for field trips may be casual but still professional looking and within the district's approved dress code.
13. Caps are not to be worn inside unless part of a planned, and approved, activity.
14. Hair shall be clean and well-groomed at all times. Hair color and style shall not be distracting. Only natural hair colors are allowed.

Any questions regarding the appropriateness of dress should be addressed to the employee's supervisor.

Any exceptions to these guidelines need to have prior approval of the employee's supervisor.