

STAFF DRESS CODE

It is the expectation of the Board of Education that all Todd County School District employees will dress professionally and appropriately relative to their specific job duties and responsibilities.

The employee dress code shall apply to all employees (permanent, part-time, substitute) during normal working hours.

Appropriate appearance is necessary for teachers, aides and office personnel, as it is important to distinguish between the student and staff. Staff members should serve as role models and are expected to adhere to professional standards in their dress and grooming.

No T-shirts or sweatshirts will be allowed, unless with "Todd County School District" or related printing or emblem. No sweatpants or shorts. Custodians, Bus Drivers, Maintenance, Security, and Food Service personnel shall wear clothing (i.e. shirts, smocks, etc..) as directed by their individual building administrator. All attire must be clean with no holes. No hats. Inappropriate tattoos and all hickeys must be covered at all times. Building administrators may designate special dress days on Fridays.

Cleanliness, neatness and professionalism are the primary guidewords for the employees' dress and appearance.

The superintendent shall exercise appropriate discretion and common sense in implementing this policy.

Consequences for violation of this policy will be as follows:

First offense	-verbal warning
Second offense	- sent home, taking leave
Third offense	-official reprimand

This policy is subject to modification at any time.

ADOPTED: August 11, 2008

REVISED: July 27, 2009

REVISED: August 10, 2009

REVIEWED: August 24, 2015

