

## LAMPTON SCHOOL STAFF - DRESS CODE

### MAINTAIN A PROFESSIONAL IMAGE

The school expects its staff to dress in a professional way. Your clothes should represent a positive and professional image of the school and not cause offence to others. Please remember the broad cultural diversity of the school and the varied professional demands this makes upon us. Our students follow a strict uniform code and we believe that staff dress should support this.

### THE SCHOOL POLICY

Everyone should wear smart business dress.

The following items do not portray a professional image and should not be worn at work:

- Cropped t-shirts/ trousers, halter neck tops or any clothing with excess flesh visible, visible underwear or skirts above mid-thigh
- Casual T-shirts or any clothing with slogans or unsuitable brand names that may cause offence
- Trainers or flip-flops
- Baseball caps
- Sports-wear including football shirts and rugby tops - we provide a Lampton PE kit for staff teaching or coaching PE
- Shorts (PE staff can wear shorts in the sports areas of the school gym, playing field, sports hall) but should wear tracksuit trousers when in other school buildings
- No jeans or jean skirts of any colour or type. The only exceptions are non-uniform and INSET days when smart jeans can be worn
- Extremes of fashion are not acceptable: includes hairstyles, makeup, visible body piercings (with the exception of ear and nose piercing), as well as clothes

Men should wear a shirt and tie and smart trousers. Jackets are optional for male and female members of staff.

Members of staff should not chew gum or use their mobile phones, when in the presence of pupils.

Teachers of practical subjects should wear protective clothing when necessary.

If there is any doubt about the expectations speak to your line manager (head of department, head of year).

### LINE MANAGER'S RESPONSIBILITY

**Please make sure your team keep within the spirit and intent of the policy and you should provide clarification for people as and when required. If however a member of your team does not comply with the Dress Code policy then you must discuss this with the individual to avoid the situation occurring again. Those who regularly fail to comply with the Dress Code policy should be referred to a member of the Senior Leadership Team.**

### FINDING OUT MORE

If you need further information, please talk to your line manager.

Updated November 2013