

PORTFIELD SCHOOL & SATELLITE CENTRES



POLICY DOCUMENT FOR FOR DRESS CODE (For Staff & Volunteers)



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Welsh Network of Healthy School Schemes



Cynlluniau Ysgolion Iach - Rhwydwaith Cymru



Welsh Heritage
Schools Initiative



Menter Ysgolion y
Drefadaeth Gymreig



Jun 2017

Review of Policy

This policy is in place to ensure safe, professional practices at work and will be reviewed on a biennial basis.

This policy was adopted by:

Headteacher

Date:.....

Chair of Governors

Date:.....

Portfield School Mission Statement

Working together

Learning together

Achieving together

At Portfield School we strive to

- Create a happy, safe, supportive and stimulating learning environment
- Value everyone
- Develop everyone's personal, social, emotional health and wellbeing
- Promote relevant academic and vocational skills
- Meet individual needs through an imaginative and flexible approach
- Enable all learners to achieve their full potential

UNCRC United Nations Convention on the Rights of the Child

- Portfield School places the values and principles of the UNCRC at the heart all policies and practices
- Portfield School is a Rights Respecting School

Portfield School Dress Code Policy

Introduction

This policy has been revised and further developed through a working party which consisted of staff from across the school. The policy was developed initially to ensure the health and safety of both staff and pupils and a dress code that is suitable for the teaching and learning environment of the school where pupils are aged between 3 years and 19 years.

The Dress Code is necessary in order to:

- Present a professional and positive image as well as being practical
- Maintain high standard of Health & Safety for staff and pupils
- Acknowledge that staff are role models for pupils and should therefore dress accordingly
- Encourage appropriate dress for activities being undertaken, e.g: PE, outdoor
- Ensure all staff dress neutrally

1. Dress Code

- Smart casual clothes should be worn at all times
- Tops should have reasonable modest (no low cut) necklines and shoulders covered to the top of the arm. No midriff to be shown
- Tops must not be too tight
- Skirts or shorts should be knee length (no miniskirts)
- Where there are particular issues with pupils eg. those who may bite or scratch then long sleeves or body protection should be worn.
- No jeans or denim unless non-uniform day or inset
- T-shirts with inappropriate slogans should be avoided
- No see through clothing
- Tight trousers/leggings should be worn with tunics/long tops (to mid thigh)
- School lanyards to be worn by staff which are "snap release".
- Maxi dresses/long dresses/long skirts are not suitable due to health and safety implications

2. Swimwear

- One piece bathing costumes or tankini type swimwear that meets in the middle should be worn by female staff and swim shorts for men.
- T-shirts should be worn by all staff

3. P E Sessions

- Staff should wear trainers and jogging bottoms

4. Footwear

- Closed in footwear with flat or block heels of 2 inches or less can be worn.
- Clog type closed in fronted shoes with a sling back are acceptable.
- In very hot weather open-toed sandals can be worn (with no toe posts) at staff member's own risk
- No stiletto heels or flip flops should be worn

5. Jewellery/piercings

- Band rings only, with no protruding stones are acceptable.
- Only stud ear rings are acceptable to be worn
- No other jewellery (facial piercings/rings) should be worn
- Any jewellery is worn at the staff members own risk.
- No piercings with anything other than a small stud are acceptable.
- If piercings are visible and cannot be removed - discuss with Headteacher

6. Hair and nails

- Long hair should be tied back or tied up onto the head when participating in D.T. sessions or with students who are likely to pull hair.
- All hair must be tied back at lunchtimes.
- Hats can be worn outside for playtimes or other outdoor activities.
- Nails should be kept short and clean and whilst nail varnish is acceptable any embellishments should be flat to the nail.

7. School uniform

If staff wish to wear school uniform this can be bought at Tee's R Us in Prendergast and Tenby shops. Please take ID badges.

Implementing and Monitoring

- The Headteacher shall be responsible for ensuring that staff dress appropriately.
- Staff will be asked to change/remove items of attire if what they are wearing does not follow dress code policy
- All staff are responsible for reading, signing and implementing this policy.
- Staff should inform the Headteacher if they feel that standards of dress are deteriorating