

Brandwood Community School

Dress Code Policy

Approved by the Personnel & Finance Governor Committee Meeting: February 2026
Review Date: February 2027

Dress Code Policy

Introduction

Our school is committed to providing the best possible support for all learners and the community we serve. Therefore, as a staff, we have a responsibility to evoke confidence in our school by presenting a professional image of our organisation. All staff are role models for learners in the school and as such they have a duty to model appropriate dress and appearance. All staff members should dress in keeping with their professional status as an example to both learners and visitors.

In essence, the ethos we seek to create and maintain is one in which the general appearance of staff conforms to contemporary standards of conventional dress. Staff members who wish to wear appropriate formal clothing from their own culture or background may do so. All clothing should be smart, business-like and appropriate to working with young learners.

Aims

This policy for staff dress and appearance is intended to strike a proportionate balance between self-expression and the need to maintain role-sensitive professional standards in smart dress and appearance.

We maintain that this policy is necessary due to the nature of our provision and is proportionate, in that it only applies during the directed hours of work for each individual staff member or whilst undertaking school business or when representing the school elsewhere.

To clarify the following standards apply to all members of our school staff:

- Dress smartly in keeping with the professional image of a public sector service provider
- Dress appropriately for their job and responsibilities
- Not wear anything, which represents a risk to health and safety, including footwear with no grips
- Not wear anything likely to bring the school into disrepute (e.g. potentially offensive badges, logos or motifs)
- Maintain high standards of personal hygiene and grooming
- Ensure that their clothing is clean, tidy and portrays a professional, smart example
- SLT members must not partake in non-uniform events in case they have to attend unexpected or planned meetings, whereby professional dress is essential when representing the school in a senior role

The following is a guide to what is not regarded as appropriate:

- Excessively tight or revealing clothes, i.e. low cut, vest, strappy or strapless tops or 'cold shoulder tops' - sleeveless tops in summer are permitted as long as a light cardigan or jacket is worn outside of the classroom and for arrival and dismissal
- Short skirts - **knee length or just above the knee are considered appropriate lengths**
- Casual wear - jeans, leather and denim is not acceptable and although thick leggings are permitted the dress or top worn with them must be of an appropriate skirt length i.e. knee length or just above
- False or real nails that are excessively long, in addition just one, subtle and plain nail varnish colour is permitted, without excessive 'nail art' or glitter (unless it is the week prior to a holiday)

- Sportswear except for when teaching PE - staff must change after PE wherever feasible
- Shorts, except for PE staff when teaching PE, sports and games in the summer months
- Inappropriate footwear such as flip flops, 'toe post' sandals or trainers (unless teaching PE) shoes must be smart, supportive and have grips on the soles so staff can move safely around school and on the stairs and set a good example

Protective Clothing & Health & Safety Considerations

All cleaning, catering and maintenance staff are required to wear overalls and any other clothing and footwear if this is provided by the school or their cleaning, catering or maintenance contractual employer for undertaking their duties, to minimise the risk of injury and in the interests of cleanliness. Staff should inform their line manager in the event of their needing replacement workwear.

Care should be taken by staff wearing jewellery of any kind to ensure that it does not restrict their work in any way and does not compromise health and safety of themselves or others.

Footwear must have grip, be safe, sensible, in good order, smart and clean and have regard to health and safety considerations. Certain jobs require staff to wear protective footwear and, where this is the case, the school will provide the funds to purchase these items and staff advised what would be considered appropriate (this mainly pertains to the site manager).

Whatever type of footwear is worn all members of staff must ensure they have one free hand when walking down the stairs to hold onto the bannister, the decision not to do so is taken at their own risk

All incidents where personal clothing is damaged while at work must be reported to the relevant line manager but staff will only be compensated for damage to personal clothing or property that was worn in line with the requirements of this policy and where the personal clothing or property is damaged while carrying out work-related duties.

Failure to comply with the policy may constitute misconduct and could result in disciplinary proceedings.

Monitoring & Evaluation

The policy will be monitored and evaluated in the light of any incidents related to apparent breaches in staff dress and appearance or in breaches of the code on protective clothing and health and safety considerations.

Reviewing

The policy will be reviewed periodically and amended as and when required following further consultation with staff.

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