

3216 DRESS AND GROOMING

The Board of Education believes that the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their pupils are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teachers and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties. All staff members, when students are present, shall:

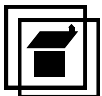
1. Be physically clean, neat and well groomed, including maintaining clean and well-groomed hair.
2. Dress in a manner which reflects favorably upon the teaching profession. Dress and appearance must not be unduly distracting to an orderly teaching and learning process.

Examples of appropriate dress include:

- a. For female staff members – dresses, pant suits, blouses/sweaters and skirts or slacks
- b. For male staff members – suits, slacks with or without jackets, shirts with collars, shirts with collars and ties, turtleneck shirts, and sweaters

Example of unacceptable dress include:

- a. Shorts and mini-skirts
- b. T-shirts, tank tops, and sweatshirts
- c. Any type of jeans (denim material), sweatpants, warm-ups, spandex, and/or jogging suits
- d. Excessively short or tight fitting clothing, exposed midriff or undergarments, provocative/excessive cleavage, and transparent garments
- e. Any dress, jewelry or grooming that would attract undue attention, including sunglasses in the building (except for documented medical reasons)
- f. Hats, bandanas, scarves, or other head coverings except for headwear with religious significance
- g. Sneakers and flip-flops (dress sandals are acceptable)
- h. Observable body piercing jewelry that is distracting to the educational process (ear piercing is acceptable)
- i. Observable tattoos that are distracting to the educational process



3. Physical education teachers may wear clothing, which is conducive to their subject area. Athletic jackets, pullover shirts with collars, slacks, jogging suits, shorts, T-shirts, and sneakers in gym or outdoors are acceptable. When conducting class outdoors, an appropriate hat may be worn.

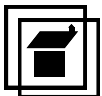
Physical education staff must wear sweat pants, jogging pants or warm up type pants and a collared shirt when out of the gym and in health class, on duty, in the cafeteria and/or in the hallway. When not in the gym all day, (teaching health all day) physical education teachers come under the regular dress policy.

4. Science teachers and related arts teachers may wear appropriate clothing to accommodate special teaching situations including smocks, shop aprons, lab coats, or other protective attire. Safety equipment, such as goggles, glasses, etc. shall be worn as required by other policies, regulations, codes or statutes. The Principal or his/her designee will determine if the attire is appropriate for that subject area.
5. Staff members are prohibited from wearing shirts, buttons, and any other clothing that speaks to association/board issues while in the presence of students.
6. Administrators shall wear appropriate business or business casual attire.
7. Prior approval: Any request for an exemption for medical reasons (e.g. footwear) will be discussed with the Principal and appropriate medical documentation must be provided. Requests for temporary exemptions will be determined by the Principal. Requests for permanent exemptions will be forwarded by the Principal to the Superintendent for a final decision.

Prior approval is required for any deviation from this policy.

If an employee is uncertain as to the appropriateness of a garment, a brief written description of the clothing in question should be submitted to the Principal who shall respond in writing within three school days.

8. Severe weather conditions: Dress standards may be modified by the Superintendent to permit more casual attire on delayed opening days due to inclement weather. This modification recognizes that staff members may have to shovel snow, etc. in order to arrive at work in a timely manner.
9. Special dress code exception days: When scheduled and approved by the Principal, more casual attire may be worn by staff members on days with a theme



POLICY

SOMERSET HILLS BOARD OF EDUCATION

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- or activity planned that support the school program. However, such clothing must be linked specifically to the activity. For example, T-shirts may be permitted on a school spirit day, but T-shirts unrelated to the school will not be permitted.
10. **Enforcement:** A staff member who violates the dress code will be issued a verbal warning by the Principal. A second offense will result in a written warning by the Principal. The third offense will result in a letter of reprimand from the Principal and a copy will be placed in the employee's personnel file. Should there be a fourth offense, the Superintendent shall recommend appropriate disciplinary measures to the Board. Such disciplinary measures may include, but will not be limited to increment withholding, charges of insubordination, and any other sanctions permitted by code, statute, or law.
 11. **Severability:** The provisions of this dress code shall be deemed to be severable. If any section is found to be unreasonable or void by a forum of competent jurisdiction, only that section shall be deemed deleted.

N.J.S.A. 18A:27-4

Adopted: 1 October 2008
Revised: 27 June 2012

