

WESTMORLAND UNION ELEMENTARY SCHOOL DISTRICT

I.

Board Policies Covering All Employees

Board Policy No. 4022: PROFESSIONAL APPEARANCE

- A. The purpose of this Board Policy is to notify all employees of the District of the standards for maintaining a professional appearance while performing work on behalf of the District, during or outside of the work day, representing the District at educational or other events in the course of employment, or while in attendance or participating in any District sponsored event.
- B. The Governing Board believes that its employees are role models for students, and that they are instrumental in providing the professional atmosphere in which students learn. The Governing Board also believes that the professional appearance of its employees contributes positively to the education and socialization of students, engenders the confidence of parents and the public in the quality of instruction and District programs, and reflects personal pride in performance and dedication to providing the kind of professional environment which is most conducive to learning.
- C. District appearance standards Clothing which is prohibited while performing work on behalf of the District, during or outside of the work day, representing the District at educational or other events within the scope of employment, or while in attendance or participating in any District sponsored event is set forth below.
1. Shorts or skorts shorter than five (5) inches above the knee
  2. See through clothing or clothing which reveals undergarments, buttocks or breasts
  3. Clothing which exposes the midriff
  4. Short skirts more than three (3) inches above the knee
  5. Clothing which students are prohibited from wearing pursuant to Board Policy 5022
  6. Clothing or personal items which displays obscene, libelous or slanderous material
  7. Clothing which displays any material which advertises or promotes an unlawful act such as the consumption of alcoholic beverages on school property or by minors or the possession, sale or use of controlled drugs or substances.

8. Clothing which so incites pupils as to create a clear and present danger of the commission of unlawful acts on school premises or the violation of District policies or rules.
  9. Clothing which displays any material which so incites pupils or others as to create a clear and present danger of a substantial disruption of the orderly operation of the school or the educational process.
- C. No employee shall be disciplined for a violation of Section B of this Board Policy unless:
- a. Other means of correction fail to bring about proper conduct;
  - b. The employee has been given adequate notice of the violation of this Board Policy;
  - c. The employee has been given an adequate opportunity under the circumstances to comply with the direction to cease violating this Board Policy.
  - d. The employee has been given an opportunity to meet with the Superintendent or designee.
- D. The Superintendent shall assure that employees are aware of the requirements of this Policy 5022.

Date Policy Adopted By The Board: OCTOBER 14, 2004