

REGULATION

The board of education believes that the appearance and dress of certified staff, paraprofessionals, and support personnel are important components of the educational program of the Pennsville Public School District. The attitude of certified staff, paraprofessionals, and support personnel towards their professional responsibilities is reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff, paraprofessionals, and support personnel and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff, paraprofessionals, and support personnel in the performance of their professional duties:

- **Dress and Grooming Criteria:**
 - All staff will be physically clean, neat, and well groomed.
 - All clothing shall be neat, clean, inoffensive, and within the bounds of good taste and modesty.
 - Shoes should be appropriate to professional appearance and job responsibilities.
 - **Male Staff:**
 - Shall wear dress slacks/pants with a collared dress shirt or similarly tailored collared sports shirt.
 - Ties are strongly recommended throughout the school year but **REQUIRED** at meetings involving the public/parents, i.e.: parent teacher conferences, back to school night, etc.
 - Pants must be hemmed (not frayed) worn with a belt with shirts tucked in.
 - **Female Staff:**
 - Shall wear dresses, pant suits, skirts and pants w/blouses, sweaters, or turtle necks.
 - Dresses or skirts should be cut just above the knee or longer.
 - Pants may be of capri length or longer. Pants must not be frayed.
 - Shoes should be appropriate for your attire and safe for working conditions.

- **Dress and Grooming Not Acceptable:**
 - Sneakers
 - Work/hiking boots
 - Jeans/denim pants
 - Painter/cargo/multi-pocket pants
 - Shorts
 - Sweat pants
 - Jogging suits
 - T-shirts/sweatshirts
 - Flip flops
 - Beach/shower clogs
 - Spandex, tight fitting, or low-cut
 - Flannel shirts
 - Midriff, halter, or tube top
 - Sheer clothing
 - Short skirts
 - Facial piercing (except earrings)
 - Spaghetti/thin straps
(must be at least 2" wide)

- **Enforcement:**
 - The building principal, assistant principal, or the staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the staff member. Where a single violation so warrants or multiple violations have occurred, the principal or supervisor may enter a reprimand in the staff member's file and may recommend more stringent disciplinary measures.
- **Special Situations:**
 - The building principal shall have full discretion in temporarily suspending this dress code during school activities and/or special theme days, i.e., School Spirit Week, Field Trips, Field Day, etc.
 - A staff member may request a waiver of this dress code (or a part thereof) for the performance of particular duties or for medical reasons. Such waivers may be granted by the principal or supervisor.
 - In-service days: staff will adhere to the dress code according to the casual Friday guidelines.
- **Physical education dress code exceptions:**
 - Pocketed Walking Shorts (with belt for men)
 - Sneakers
 - Jogging suits
 - Non-Logo t-shirts, if worn with a jogging suit.
 - Sweatshirts
- **Custodian and Maintenance Staff:**
 - All Maintenance staff and Custodian A shall wear provided uniform or a combination of uniform shirt/smock and Jeans/denim work pants. (Non-logo work t-shirts are permitted during warmer/summer months)
 - All Maintenance staff and Custodian A shall wear a leather work shoe or boot while performing all maintenance or custodial duties.
 - Custodian B shall wear provided uniform/smock with appropriate protective footwear. (Leather sneakers and shorts during summer hours are permitted)
 - All Maintenance and Custodial Staff shall adhere to OSHA safety guidelines during the performance of all job-related duties.
 - All Maintenance and Custodial Staff will refer to the negotiated contract agreement when accepting uniform apparel.
- **Casual Friday:**
 - The only exception to the dress code on casual Friday will be the allowance of Jeans/Denim pants. Jeans should be of appropriate fit and of new appearance with no tears, holes, or frays of any kind.
 - Casual Friday dress will take place on Fridays only. In no way should casual Friday dress take place on any other day of the week unless an exception has been granted through the building principal.
- **Summer and 12 month employees: (Excluding Maintenance & Custodial staff)**
 - 12 month employees will adhere to the above dress code throughout the summer months unless special permission/exception has been made through the building principal or supervisor for a particular day. (Special permission should only be granted when job duties require the employee to work in non-air-conditioned areas or areas not suitable for the above professional dress.)
- **Substitute teachers:**
 - Substitute teachers are subject to the same expectations for dress and grooming.