



GOVERNORS OF READING SCHOOL

SCHOOL POLICY FOR STAFF DRESS AND APPEARANCE

The Companies Act 2006

Reading School (The Academy) is the employer. The business of the Academy Trust is managed by the Governors.

Our school is committed to providing the best possible service to its pupils and the community, which we serve. We have a responsibility to enhance confidence in our school and present a professional image of our organisation. 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 dress and appearance.

We maintain that this policy is necessary due to the nature of our business and is proportionate, in that it only applies during an individual's hours of work or whilst undertaking school business.

This dress code is separate from policies on the use of protective clothing, which can be found in our Health and Safety documentation.

This policy has been drawn up with regard to the three areas of discrimination relevant to dress code policy:

1. Sex Discrimination Act 1975
2. Religious or belief regulations 2003
3. Equality Act 2010

The policy will be implemented after a period of consultation with staff and amended as and when required following further consultation.

Overriding Principles

The following standards apply to all members of our school:

- Staff should dress in keeping with the professional image of the school.
- Staff should dress appropriately for their job.
- Staff should not wear anything which represents a risk to health and safety.
- Staff should not wear anything, which is likely to bring the school into disrepute (i.e. potentially offensive badges, logos or motifs)
- Staff should maintain high standards of personal hygiene and grooming.
- Staff should ensure that clothing is clean and tidy.
- Generally, jeans and casual wear are not deemed appropriate for the workplace.
- Revealing garments are not deemed appropriate for the workplace.

Policy in Practice

Our school expects all staff members to dress in keeping with their professional status and as a good example of a professional 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.

It should be noted that certain departments in the School will expect employees to wear a uniform or protective clothing provided by the School.

Approved by: Staff Pay and Performance Committee
Date: 14 November 2022
Revised: 2- yearly