

Cirrus Academy Charter School Employee Dress Code Guidelines

The dress of all Cirrus Academy Charter School employees at all times must be such that it will not bring discredit to CACS nor reflect on the dignity and honor of the teaching profession. The guidelines set forth in this policy shall govern the professional dress of all certificated employees of the School District.

Guidelines for All Adults:

- Clothing must be at least Smart/Business Casual, not casual weekend wear.
- The guidelines take into account the environment and the content of the subject area of the employee.

Definitions:

- This policy and the dress requirements contained herein apply to all certificated personnel, paraprofessionals, and clerical employees in all schools, the central office, or elsewhere.
- Smart/Business Casual means crisp, neat clothing which shall be appropriate for even a chance meeting with an administrator. It shall not look like cocktail party or picnic attire. Business casual is classic rather than trendy
- Dress Denim means a softer twilled cloth, usually cotton, used to make trousers, slacks, suit jackets and other garments. It is similar to blue jeans but is made of finer fabric which is smooth and softer than blue jeans— typically darker and dressier and can pass for dress slacks. It may not be worn with frays, holes, discoloration, etc., and should not have any writings.

Undergarments:

- Appropriate undergarments shall be worn. Undergarments shall not be visible through outer clothing.

Dress for Physical Education Teachers:

- All standard athletic clothing may be worn.
- Shirts with profanity, alcohol or tobacco advertisements, or any suggestive wording may not be worn.
- Shorts must be appropriate length for the activity.
- Shorts shall not be too tight or too baggy.
- Track suits are permitted.

Tops for Female Adults:

- Dress Denim vests, shirts, and jumpers are appropriate.
- Women may wear "smart casual" tops or dress shirts as long as they do not expose cleavage or midriff and cover the area from the neck to the shoulder.
- All tops must cover the midriff, even with arms raised above the head.
- Tops shall not be too tight or made of see-through material unless worn as a jacket.
- Polo shirts may be worn.
- No writing shall appear on any shirt other than the school name/mascot, character education terms or college/fraternity/sorority/holiday/seasonal attire. School spirit days will be determined by the building Principal.

Shirts for Male Adults:

- Tops shall be Smart/Business Casual or dress shirts with collars.
- Polo shirts may be worn.
- Shirts that are designed to be tucked in shall be tucked in.
- Shirts with straight hems can be worn out.
- No writing shall appear on any shirt other than the school name/mascot, character education terms or college/fraternity/sorority/holiday/seasonal attire. School spirit days will be determined by the building Principal.

Trousers:

- Trousers shall have a sewn hem.
- Jeans are permitted only on School Spirit Days, Field Days, Field Trips or other Special Events. Such days will be determined by the building Principal.
- Jeans may not be torn or frayed.
- Dress Denim pants are permitted.
- Trousers shall not be too tight or revealing.
- Leggings may not be worn as trousers.
- Women may wear mid-calf length trousers.
- Dresses & Skirts:
 - Dresses may not expose cleavage and must cover the area from the neck to the shoulder.
 - The length of dresses and skirts must be 2" above the knee or longer.
 - Dresses and skirts shall have a sewn hem.
 - Dresses and skirts shall not be too tight or revealing.

Shoes:

- Sandals may not be casual beach type sandals (flip-flops/shower shoes).

- Athletic shoes must be neat and clean.

Hats:

- Hats may not be worn inside.

Tattoos:

- If a tattoo is deemed to be a distraction by the Principal, it must be covered.

Jewelry:

- Jewelry shall be professionally appropriate and not a distraction.
- Earrings are permitted for both women and men.
- No body piercings, other than earrings and small stud type earring in the nostril, shall be visible.

Hair:

- Hair must be neat, clean and professional looking.
- Hair shall not be dyed distracting colors including but not limited to purple, pink, green, orange, etc.

Dress for Parent Occasions:

- All adults are requested to make a special effort to dress in business attire for various parent and public relations events.
- Male adults should wear ties and dress shirts.
- Female adults should wear business attire.
- Business dress shoes should be worn.

Nails:

- Nails, acrylic or natural, must be no more than of 1 inch in length from the cuticle.

Other:

- Medical personnel such as Occupational Therapists, Physical Therapist, and Nurses in specialized classes shall be allowed to wear scrubs.
- At the Principal's discretion, reasonable accommodations shall be made at times for Grade Level/Content Specific teachers (i.e. Art, Science, Pre-Kindergarten, Kindergarten, PEC). Principals may choose to make this determination based on submitted curriculum/lesson plans.
- The Principal is allowed discretion to make adaptations to the dress guidelines in the following cases: School Spirit Days, Field Days, Field Trips or other Special Events. This does not mean that every Friday is automatically "Dress Down Day" and that all guidelines will be eliminated. **The Principal's judgement will prevail.**

- **If the Principal/Supervisor deems any apparel/hairstyle as disruptive, he/she has the authority** to send the employee home so that they may come into compliance with this Policy before returning to school.

Date Adopted: 04/23/2019