

CCHRSC'S
HR TOOLKIT



TOOL: Sample Dress Code for Teaching Staff

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[Insert your organization's name here]

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DRESS CODE FOR TEACHING STAFF

POLICY STATEMENT

Throughout the year, the teaching staff are expected to present a professional image in order to provide an appropriate role model for the children and their families. During the hot summer months, it is particularly important to keep this in mind while dressing to keep cool.

During July and August, walking shorts (to the knee) may be worn for ease of movement. Bathing suits, halter tops, short shorts, cutoffs, tube tops and any other revealing or form fitting summer wear are not considered appropriate for the workplace. Jeans may be worn if they are neat and clean and free of holes and ragged edges.

For the safety of both the staff and the children, the following are not recommended:

- long dangling earrings or hoop earrings
- open toed sandals
- high heeled shoes
- any slippery soled shoes
- any item of clothing that restricts or hampers movement.

Andrew Fleck Child Care Services agreed to share this document as a resource for the CCHRSC's HR Toolkit. Resources are provided for reference only. Always consult current legislation in your jurisdiction to create policies and procedures that meet the needs of your organization.