
The Blue Kite

Academy Trust



Title of Policy/Procedure: Dress Code Policy

Reviewer(s): Director of Operations
Trust Clerk

To be read in conjunction with the following policies: N/A

Consultation Process: This policy has been produced in consultation with the Finance, Personnel and Resources Committee, to provide guiding principles and dress code standards that define acceptable dress.

Policy Date: January 2017

Review Date: January 2020

1. The Blue Kite Academy Trust is proud of the standards maintained by staff throughout their time at school. All employees are respected as professionals who, regardless of their role, perform demanding duties and at times in challenging circumstances. The Trustees of The Blue Kite Academy Trust believe the dress code should reflect this and be part of the important duty of role modelling for the pupils. By adhering to this code all staff uphold high expectations in their own appearance and set an example for pupils to follow.
2. Trustees and staff should ensure that choice of dress is always smart and appropriate to work with pupils, meet with parents or other visitors to the school, and represent the academies within the community. It is recognised that differing job requirements will necessitate different clothing and that staff will need to wear clothing appropriate to the job they are doing.
3. Trustees do not wish to publish a list of acceptable and unacceptable clothing, but rather, suggest an approach to dress which reflects the formal roles undertaken and maintain professional standards. In this spirit the following examples have been agreed:

4. **Men**

- Smart trousers/chinos/
- Collared shirt, not vest or tee shirt
- Jacket or smart jumper
- Smart shoes/boots
- Hairstyle that is not distracting or extreme due to colour or style
- Discreet jewellery, with no visible piercings, except pierced ears
- Tattoos should not be distracting, extreme or offensive and as far as possible, should be covered

5. **Women**

- Smart trousers/chinos, leggings can be worn with tunic top, dress or skirt of appropriate length.
- Shirt/blouse or smart top ('belly' tops are not considered appropriate)
- Jacket or smart jumper
- Smart shoes/boots
- Hairstyle that is not distracting or extreme due to colour or style
- Discreet jewellery, with no visible piercings, except pierced ears
- Tattoos should not be distracting, extreme or offensive and as far as possible, should be covered

6. **Religion**

The Trust wishes to be sympathetic to cultural or religious dress, however, it is crucial that staff meet our expectations of suitable clothing and footwear. Careful consideration has been given to freedom of thought, conscience and religion, disability and to race equality. Please speak to your line manager if you require any clarification.

7. All staff should also wear their name and ID badges
8. Trustees recognise that there will be times when these examples may not apply to staff working in a variety of settings or practical subjects, for example, Art, Drama, Forest

School and Physical Education, or to those involved in maintaining the site. There may also be occasions when health and safety and/or common sense require an element of flexibility.

9. Trustees accept that, whilst it is left to teachers' and other staffs' own discretion as professionals to follow the above dress code appropriately, they may be requested by their line manager not to wear an item of clothing if it is considered not to fit the above agreement.