

Items in blue have been added since first reading, based on consideration by the Policy Committee after receiving feedback from the Closter Education Association.

This policy to replace our current Policy 3216:

TEACHING STAFF MEMBERS

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Dress and Grooming

3216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance.

A. Accordingly, in order to create an atmosphere of respect for teaching staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

1. Acceptable attire for teaching staff members shall include, but not be limited to, blouses, turtlenecks, crewnecks, golf shirts, collared shirts (with or without a tie), polo shirts, sweaters, dresses, skirts, jeans (without rips), chinos, trousers, and suits. Solid-color, non-graphic T-shirt style tops that are neat in appearance, may be worn as part of a coordinated professional outfit.
2. Inappropriate attire within the regular school day includes, but is not limited to, the following:
 - a. See-through tops, halter tops, midriff/crop tops, low cut tops, tank tops not covered by another garment;
 - b. Excessively short (skirts or dresses should not end higher than mid-thigh) or tight-fitting clothing;
 - c. T-shirts with graphics or logos;
 - d. Strapless shirts and dresses;
 - e. Sweatshirts, hoodies, shorts, sweatpants, athletic wear, team jerseys;

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- f. **Beachwear, such as beach jackets, beach cover-ups, flip flops; slides or Crocs;**
 - g. **Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons;**
 - h. **Warm-up suits or sweat suits unless worn during physical education or special activities. ~~This exception does not apply to full-day teachers of physical education and health;~~**
 - i. **Open-toe shoes, open-back shoes; staff members are encouraged to wear footwear that will allow them to maneuver quickly and safely, especially during an emergency.**
- 2. **The clothing and appearance of all teaching staff members shall be clean and neat.**
 - 3. **No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program.**
 - 4. **A teaching staff member may request a waiver of this dress code for the performance of particular duties. Such waivers may be granted by the Principal.**
 - 5. **The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.**

B. Special Rules

- 1. **Severe Weather Conditions: Dress standards may be modified by the Superintendent to permit more casual attire on days of delayed opening due to inclement weather. This modification recognizes that staff members may have to shovel snow, etc. in order to arrive at work in a timely manner. Standards may also be modified in times of excessive heat.**

TEACHING STAFF MEMBERS

2. **Dress Down Days:** On theme days, **spirit days, field trips**, or days with special activities or programs, the Principal may grant that staff members may dress in more casual attire. However, such clothing must be linked to the school activity. For example, T-shirts bearing the school's name or mascot are acceptable on a school spirit day, but T-shirts unrelated to the school are not. Staff members scheduled for parent or professional meetings on these days are expected to follow the standard professional dress requirements during the parent or professional meetings.
3. **Physical Education:** Teachers may wear clothing appropriate to their subject area. This includes athletic jackets, golf shirts, slacks, shorts, warm-ups and appropriate footwear.
4. **Science, Art and Related Arts:** Teachers may wear smocks, shop aprons, overalls, or other protective attire if appropriate for the subject area. Safety equipment such as glasses, goggles, protective leather sleeves or chaps, or hard hats shall be worn as required by other regulations, statute, or policy.

C. Prior Approval

Any request for an exemption for medical reasons (e.g. footwear) is to be discussed with the Building Principal and appropriate medical documentation must be provided. Prior approval is required for any deviation from policy. If any employee is uncertain as to the appropriateness of a garment, a brief written description of the clothing he or she desires to wear should be submitted to the Principal. The Principal shall respond in writing to the employee within three days.

N.J.S.A. 18A:27-4

Adopted:

Items in blue have been added since first reading, based on consideration by the Policy Committee after receiving feedback from the Closter Education Association.

This is a completely new policy for support staff members:

SUPPORT STAFF MEMBERS

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Dress and Grooming

4216 DRESS AND GROOMING

The Board of Education believes ~~that~~ the appearance and dress of support staff members is an important component of the educational program of this school district. The attitude of support staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance.

A. Accordingly, in order to create an atmosphere of respect for support staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of support staff members in the performance of their professional duties:

2. Acceptable attire for support staff members shall include, but not be limited to, blouses, turtlenecks, crewnecks, golf shirts, collared shirts (with or without a tie), polo shirts, sweaters, dresses, skirts, jeans (without rips), chinos, trousers, and suits. Solid-color, non-graphic T-shirt style tops that are neat in appearance, may be worn as part of a coordinated professional outfit.
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 - b. Excessively short (skirts or dresses should not end higher than mid-thigh) or tight-fitting clothing;
 - c. T-shirts with graphics or logos;
 - d. Strapless shirts and dresses;
 - e. Sweatshirts, hoodies, shorts, sweatpants, athletic wear, team jerseys;

- f. **Beachwear, such as beach jackets, beach cover-ups, flip flops; slides or Crocs;**
 - g. **Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons;**
 - h. **Warm-up suits or sweat suits unless worn during physical education or special activities;**
 - i. **Open-toe shoes, open-back shoes; staff members are encouraged to wear footwear that will allow them to maneuver quickly and safely, especially during an emergency.**
- 2. **The clothing and appearance of all support staff members shall be clean and neat.**
 - 3. **No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program.**
 - 4. **A support staff member may request a waiver of this dress code for the performance of particular duties. Such waivers may be granted by the Principal.**
 - 5. **The Building Principal or the support staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the support staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the support staff member's file and may recommend other appropriate disciplinary measures.**

B. Special Rules

- 1. **Severe Weather Conditions: Dress standards may be modified by the Superintendent to permit more casual attire on days of delayed opening due to inclement weather. This modification recognizes that staff members may have to shovel snow, etc. in order to arrive at work in a timely manner. Standards may also be modified in times of excessive heat.**

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3. **Physical Education:** Support staff members assigned full-time in physical education classes may wear athletic jackets, golf shirts, slacks, shorts, warm-ups and appropriate footwear.

C. Prior Approval

Any request for an exemption for medical reasons (e.g., footwear) is to be discussed with the Building Principal and appropriate medical documentation must be provided. Prior approval is required for any deviation from policy. If any employee is uncertain as to the appropriateness of a garment, a brief written description of the clothing he or she desires to wear should be submitted to the Principal. The Principal shall respond in writing to the employee within three days.

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