

ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

4201 STAFF DRESS CODE POLICY

Purpose

The staff at Entheos, as role models to our students, will maintain standards of professionalism in dress while working. Extreme departures from what is considered conventional dress or personal grooming are not permitted.

Policy

General guidelines are as follows:

1. Employees are expected to dress in a manner ordinarily acceptable in professional business establishments. For example, the wearing of jeans, leggings as pants, jeggings, t-shirts, hoodies, and similar items of casual attire is not permitted.
2. Professional shoes that can be used for everyday use. Staff may not wear slippers or flip flops.
3. Hair should be clean, combed, and neatly trimmed. Unnatural colors are not acceptable.
4. Sideburns, mustaches, and beards should be neatly trimmed. Eccentric styles of facial hair are not permitted.
5. Jewelry, piercings, and tattoos shall not be excessive or extreme in nature. A reasonable effort should be made to keep tattoos covered while working. Visible tattoos shall be non-distracting in nature, and may not contain any controversial or offensive images or words.
6. Clothing must cover shoulders, cleavage, stomach, back, underarm, and undergarments.
7. Skirts and dresses must be knee-length. This includes skirts and dresses worn over leggings.

If an employee reports for work improperly dressed or groomed, they may be asked to return home to change, at the director's discretion.

Items not specifically covered but considered inappropriate or contrary to the purpose of the Staff Dress Code Policy are subject to review and interpretation by the Board or the Administrators in charge of executing the Policy. Dress code compliance is mandatory with no opt-out policy other than stated below and consequences for violation will be enforced.

4201 Staff Dress Code Policy

Dress Code Policy exemption may be granted by the Board of Directors or the Executive Director based on:

1. Religious beliefs
2. Special circumstances.