

EMPLOYEE DRESS CODE

The policy of the Terrebonne Parish School Board shall be that no mode of dress that distracts from or disrupts classroom, school, or office decorum will be allowed by any employee. All employees will be expected to dress commensurate with the daily duties as found in their job descriptions. The principal or immediate supervisor will make the final decision as to what is considered proper or improper dress at his/her worksite.

DRESS AND PERSONAL GROOMING

Employees are expected to be guided in their grooming habits by what is most generally accepted in the business and professional world. Employee dress and grooming shall not distract from the learning/educational environment of students' participation in classes, school programs or other school-related activities. Extremes in style and fit in employee dress and extremes in style of grooming shall not be permitted. Building administrators and principals shall be authorized to use their discretion in determining extremes in styles of dress and grooming and what is appropriate and suitable for School Board employees. No employees shall wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, blade, symbols, sign, or other things which are affiliated with drugs, alcohol, violence, or gang-related activities. Policies regarding dress and grooming stress the importance of reducing distractions that inhibit learning and are addressed in an attempt to enhance the learning environment.

The School Board shall not discriminate against an employee based on a natural, protective or cultural hairstyle. *Natural, protective, or cultural hairstyle* shall include, but is not limited to, afros, dreadlocks, twists, locs, braids, cornrow braids, Bantu knots, curls, and hair styled to protect hair texture or for cultural significance.

EXPECTATIONS

The following expectations of the employee dress code are applicable to teachers, substitute teachers, student teachers, paraprofessionals, clerical personnel, and any others who have responsibilities for the instruction of children.

- Employee ID tags are required to be worn and visible at all times.
- Shoes traditionally worn around the home (slippers, house shoes), or to the beach (flip-flop/shower shoe design), are not permitted.
- Tennis shoes that are clean and in good condition may be worn.

- Warm ups, jogging suits, wind suits and/or sweat suits, leggings, and other athletic apparel are not permissible.
- Sagging pants are not allowed.
- Jeans that are blue in color are not permitted; except on spirit days designated by the principal. Jeans shall not have rips or holes.
- Dresses/skirts shall be no shorter than 3 inches above the knee.
- Scrubs shall not be worn. Staff members performing specialized procedure(s) delegated by the school RN will be allowed to wear scrubs due to the increased risk of exposure to blood and/or bodily fluids while performing these tasks.
- Spaghetti strap, strapless, halter, open back, tank and crop tops, and other similar styles are prohibited when worn as a single garment. These garments are permissible with a sleeved shirt/jacket layered on top.
- Sleeveless tops are only acceptable if the top meets the edge of the shoulder and no undergarments are visible at any time.
- Spirit or school themed T-shirts are allowed.
- No see-through or sheer clothing shall be allowed, and no skin shall be visible between pants/trousers, skirts, and shirts/blouses at any time.
- School administrators shall meet with teachers of physical education, and career and technical education classes, to discuss the appropriate dress for their work activities.

CENTRAL OFFICE STAFF AND BUILDING LEVEL ADMINISTRATORS

Members of the Central Office Staff and Building Level Administrators are expected to dress commensurate with the daily duties as found in their job descriptions and/or as deemed appropriate by the Superintendent. *Jeans are discouraged unless authorized by an immediate supervisor.*

MAINTENANCE

- Employee ID tags are required to be worn and visible at all times.
- Maintenance and custodial staff may wear jeans and T-shirts.
- Maintenance and custodial staff shall wear appropriate footwear [no shower shoes, flip-flops, clogs (ex. Crocs), slippers or shoes without back straps; shoes with laces shall be tied and neat].
- Shorts can be worn during the summer months and must be no shorter than 3 inches above the knee.
- Maintenance and custodial staff shall dress appropriately for the job assigned.

NOTE: Individual schools or departments may select a uniform to wear. This should

be considered a voluntary program.

Revised: August 2022

Revised: February 2023

Ref: La. Rev. Stat. Ann. §§17:81, 23:332; Board minutes, 10-19-99, 9-6-22, 3-14-23.