

OUACHITA PARISH SCHOOL BOARD EMPLOYEE DRESS CODE

The Ouachita Parish School Board expects all personnel to conduct themselves with a high level of professional decorum and to dress in such a manner as to reflect positively on the individual, the school, and the education profession. Personal appearance has direct bearing on the authority, confidence, and self-esteem of teachers, administrators, and staff; and inappropriate dress may create distractions to the teaching-learning process.

The standards of dress and provisions of this policy are applicable to all system employees, substitutes and volunteers in accordance with job descriptions. Clerical workers, secretaries, aides, and others who work inside the school, central office, or any other system site will comply with the employee dress code. The program/building administrator will address individually those in violation of the approved dress code policy.

1. **Women:**

Acceptable

Sleeveless dresses/tops which meet top of arm at shoulder or are covered by a jacket
Skirts/dresses that are no shorter than two inches above knee
Pants, pant suits, capris (mid-calf or longer)
Jeans free of holes/rips and with the waistband resting where body is not exposed (no low-riders) worn on designated spirit days only
Wind suits* worn on designated spirit days only
T-shirts depicting school teams/seasonal themes worn on designated spirit days only
Appropriate sandals

Not Acceptable

Bare midriff shirts or tops
Shirts/tops revealing any cleavage
See-thru or tight fitting tops/pants/skirts
Leggings
Sweat suits/jogging suits
Shorts*
Overalls*
Pajamas
Men's style shirts with shirt tailed hems worn untucked
Rubber/sport/shower Flip-Flops
Rubber/sport/shower Sandals
House Shoes
Jewelry worn in piercing other than ears

2. **Men:**

Acceptable

Slacks/trousers/dress pants
Shirts: polo, oxford, sweaters
Jeans free of holes/rips and with the waistband resting where body is not exposed (no low-riders) worn on designated spirit days only
Wind suits* worn on designated spirit days only
T-shirts depicting school teams/seasonal themes worn on designated spirit days only

Not Acceptable

Sleeveless shirts
Wind suits*/sweat suits/jogging suits
Shorts*
Overalls*
Jewelry worn in any piercing
Rubber/sport/shower Flip-Flops
Rubber/sport/shower Sandals
House Shoes
Pajamas

* See Dress Code Exceptions next page.

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3. *Dress Code Exceptions*

Specific appropriate attire may be worn on spirit days or school dress up days as announced or designated by the principal. Jean days “sold” to fundraise for United Way, Relay for Life, etc., can total only one month throughout the school year. (Days do not have to be consecutive.)

Teachers of agriculture and industrial arts may wear appropriate jeans.

P.E. Instructors may wear walking/coaching shorts (not stretch) in gym during P.E. classes. If a P.E. instructor teaches any other class during the day, he/she will change clothes or cover clothing with wind suit while in academic classrooms.

Bus drivers/bus aides may wear appropriate jeans and t-shirts (without offensive statements or slogans) during the school year and knee length shorts during the warmer months.

Maintenance and custodial employees may wear overalls, jeans and t-shirts (without offensive statements or slogans) during the school year and knee length shorts during the warmer months.

School nurses and Occupational/Physical Therapists should follow the employee dress code with the following exception: Nurses and OT/PT may wear scrubs.

Uniform scrubs (not medical) may be worn in PreK/K/Early Childhood Special Education classrooms when implemented in an organized manner. Schoolwide scrubs at elementary level must be approved by the superintendent or his designee by submission of a plan of implementation.

Students learn by example; therefore, it is important that employees serve as role models. Any clothing considered inappropriate for students shall be considered inappropriate for system employees. Each employee of the Ouachita Parish School System will contribute to the formation of a positive, professional public image by maintaining high standards of personal appearance through appropriate dress and grooming regardless of job category.