

Policy: PH-9

Subject: Dress Code

Performance Objective: To ensure all staff members present a professional appearance to the clients we serve and to also accommodate the need to be developmentally appropriate in our interactions with children.

Operational Procedures:

Head Start Classroom staff members are expected to observe the 3 C's for appropriate attire at work as follows:

COMFORTABLE – Staff is expected to interact with program participants. To do this, staff must be dressed in comfortable clothes that allow free movement and activity. Staff members should wear clothing they feel comfortable getting dirty or stained, as staff members are expected to assist various children and families.

CLEAN - All clothing should be clean with no stains and must smell appropriate. This also applies to personal hygiene.

COURTEOUS - Staff interact with children and families on a daily basis and should dress professionally.

1. Skirts or dresses:

- Dresses and skirts should be at a length at which you can sit comfortably and appropriately in public and they do not obstruct your ability to walk, bend, stoop, kneel, or interact with children.
- Short, tight skirts that ride up the thigh are inappropriate for work.
- Denim is allowable.
- Mini-skirts, sun dresses, beach dresses and spaghetti-strap dresses are inappropriate for the classroom.
- Exposure of cleavage is not acceptable.

2. Shorts:

- Should not be tight fitting and should be of appropriate length- at least mid-thigh
- No biker shorts

3. Shirts:

- Dress shirts/blouses, sweaters, casual shirts, and clean t-shirts are acceptable attire for work.
- Inappropriate attire for work include spaghetti strap tops, midriff tops, strapless “tube” tops, halter tops, tops with bare shoulders, undershirts and wrinkled shirts.
- Exposure of cleavage or midriff is not acceptable

4. Pants:

- Dress pants, casual slacks, scrubs or jeans are preferred.
- Pants should not be sheer or be of a tightness that shows underclothing

- Must cover undergarments.
- Care must be taken to ensure under clothing does not show above pants.
- If jeans are worn they should be in good shape. Small rips & fray are acceptable, but any holes that show a large part of the leg are not acceptable.
- If leggings are worn:
 - a shirt must cover the bottom, hips and midriff.
 - Leggings must be solid- no holes, cannot be transparent/netting

5. Jewelry:

- Body piercing jewelry other than earrings & nose piercing (small stud/hoop) cannot be worn in Early Head Start/Head Start by staff members.
- Large hoops or dangling earrings should be of an appropriate length to ensure safety. Really large hoops or dangling earrings should not be worn when working directly with children.

6. Shoes:

- Tennis shoes and crocs are preferred.
- Shoes that are considered a Flip Flop are defined as a light sandal, typically made of plastic or rubber, with a thong between the big and second toe. This type of shoe is often seen as an inexpensive "shower shoe". A sturdy sandal or dress sandal thong is acceptable. (Old Navy flip flops)
- Heels should be of an appropriate height to ensure safety while working with young children.

7. Tattoos:

- Should have effort made to cover at all times. Tattoos with inappropriate, profane or violent images should be completely covered at all times.

8. Hair:

- Hairstyles, hair color, and other appearance-related items should present a neat and professional style (no extreme non-natural hair coloring allowed.)

Overall dress should be neat, comfortable, and professional for an early childhood environment. For staff working with children, clothing should allow the teacher to crawl on the floor, paint, and be able to get messy with young children. For staff working with parents, clothing should be a model that projects a professional attitude about early learning and our commitment to maintaining a professional environment.

Policy: PH-9

Subject: Dress Code

Performance Objective: To ensure all staff members present a professional appearance to the clients we serve and to also accommodate the need to be developmentally appropriate in our interactions with children.

Operational Procedures:

Head Start Classroom staff members are expected to observe the 3 C's for appropriate attire at work as follows:

COMFORTABLE – Staff is expected to interact with program participants. To do this, staff must be dressed in comfortable clothes that allow free movement and activity. Staff members should wear clothing they feel comfortable getting dirty or stained, as staff members are expected to assist various children and families.

CLEAN - All clothing should be clean with no stains and must smell appropriate. This also applies to personal hygiene.

COURTEOUS - Staff interact with children and families on a daily basis and should dress professionally.

1. Skirts or dresses:

- Dresses and skirts should be at a length at which you can sit comfortably and appropriately in public and they do not obstruct your ability to walk, bend, stoop, kneel, or interact with children.
- Short, tight skirts that ride up the thigh are inappropriate for work.
- Denim is allowable.
- Mini-skirts, sun dresses, beach dresses and spaghetti-strap dresses are inappropriate for the classroom.
- Exposure of cleavage is not acceptable.

2. Shorts:

- Should not be tight fitting and should be of appropriate length- at least mid-thigh
- No biker shorts

3. Shirts:

- Dress shirts/blouses, sweaters, casual shirts, and clean t-shirts are acceptable attire for work.
- Inappropriate attire for work include spaghetti strap tops, midriff tops, strapless "tube" tops, halter tops, tops with bare shoulders, undershirts and wrinkled shirts.
- Exposure of cleavage or midriff is not acceptable
 - Should not be transparent

- Must have decent coverage of body parts
- Must cover midriff
- Must go beyond top of pants
- Tops cannot be strapless and/ or have spaghetti straps without a cover up shirt/ cover ups must not be sheer)
- The language on shirts must represent early childhood, academics, holidays, or athletic teams during special game times.

4. Pants:

- Dress pants, casual slacks, scrubs or jeans are preferred.
- Pants should not be sheer or be of a tightness that shows underclothing
- Must cover undergarments.
- Care must be taken to ensure under clothing does not show above pants.
- If jeans are worn they should be in good shape. Small rips & fray are acceptable, but any holes that show a large part of the leg are not acceptable.
- If leggings are worn:
 - a shirt must cover the bottom, hips and midriff.
 - Leggings must be solid- no holes, cannot be transparent/netting
- Dress or casual slacks are preferred
 - Pants should not be sheer or be of a tightness that shows underclothing
 - Must cover undergarments.
- Care must be taken to ensure under clothing does not show above pants.
 - If jeans are worn they should be in good shape (e.g., torn or worn out jeans should not be worn during days that children are present or on family visit days).
 - Sweat suits, if worn; should not be tight fitting and in good shape.
 - If leggings are worn a shirt must cover bottom and hips.

5. Jewelry:

- Body piercing jewelry other than earrings & nose piercing (small stud/hoop) cannot be worn in Early Head Start/Head Start by staff members.
- Large hoops or dangling earrings should be of an appropriate length to ensure safety. Really large hoops or dangling earrings should not be worn when working directly with children.
- Body piercing jewelry other than ear rings, cannot be worn in Early Head Start/Head Start by staff members. —
- Large hoops or dangling earrings should be of an appropriate length to ensure safety. Really large hoops or dangling earrings should not be worn.

6. Shoes:

• Flip flops are permitted only on Fridays at the Head Start program when children are not present. Flip Flops are not permitted at the Early Head Start center.

—————• Heels should be of an appropriate height to ensure safety while working with young children. (e.g., not over 2 inches/ spikes should not be worn)

- Tennis shoes and crocs are preferred.
- Shoes that are considered a Flip Flop are defined as a light sandal, typically made of plastic or rubber, with a thong between the big and second toe. This type of shoe is often seen as an inexpensive "shower shoe". A sturdy sandal or dress sandal thong is acceptable. (Old Navy flip flops)
- Heels should be of an appropriate height to ensure safety while working with young children.

7. Tattoos:

- Should have effort made to cover at all times.
- Tattoos with inappropriate, profane or violent images should be completely covered at all times.

Overall dress should be neat, comfortable, and professional for an early childhood environment. For staff working with children, clothing should allow the teacher to crawl on the floor, paint, and be able to get messy with young children. For staff working with parents, clothing should be a model that projects a professional attitude about early learning and our commitment to maintaining a professional environment.