**MADISON-PLAINS STAFF DRESS GUIDELINES**

The staff of Madison-Plains Local Schools, and the Board of Education, have the same desire to establish norms of attire to be job functional, professional, and safe.

To support all staff members, the following guidelines have been established:

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| **Examples of what should not be worn:** |
| Flip flops |
| Shorts more than 3” above the knee |
| Hats or bandanas indoors |
| T-shirts, sweatshirts, and blue jeans - except on Fridays or other designated Spirit days\*\*, they must be professional NOT casual |
| Clothing that reveals undergarments |
| Spandex/Lycra/Leggings/Yoga Pants - unless covered by something no more than 3” inches above the knee |
| Tank /tube/halter tops  |
| Women: Shirts with less than a 3 inch shoulder Men: Shirts with no collars (exception sweaters) or  sleeves  |
| Low cut shirts revealing cleavage |
| Skirts more than 3” above the knee |
| Bare midriffs or backless shirts/dresses |
| Sweatpants/gym wear – unless job appropriate\* |
| Holes/tears or dirty clothing |
| Tennis shoes - unless job appropriate\* – except on Fridays or other designated Spirit days\*\*. If medically necessary, a doctor’s note must be provided. When allowed to wear they must be clean. |
| Extremely tight clothing |

\*Job appropriateness is determined by your supervisor/principal

\*\*Spirit days must be approved by your building principal/superintendent

The classified members that have been provided with a MP uniform must wear their uniform.

Cafeteria staff may wear nice jeans, as long as they are clean and without holes/tears.

Bus drivers may wear MP t-shirts or sweatshirts, and jeans as long as they are **all** clean and without holes/tears/stains.

The determination of a violation will be made by the MP Professionalism Committee, which consists of members chosen by the MPEA/OAPSE President. Failure to follow this guideline, or the guidance of a member of the Professionalism Committee, will result in further action by the Principal or Supervisor, and could subject the employee to disciplinary action.