

**BOARD OF TRUSTEES  
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 334  
CERTIFIED STAFF**

STAFF DRESS AND GROOMING

I. Educational Environment and Community Standards

The District requires that the dress and grooming of District employees be within the limits of generally accepted community and professional standards. Employee dress and appearance play a vital part in projecting a professional image, which is important in an educational environment where District employees often serve as a model for students. Professional dress also enhances the image of District personnel within the community at large. Therefore, the purpose of this regulation is to promote an atmosphere of learning rather than one of leisure in our schools throughout the District. The dress code is not designed to dictate fashion for employees or to create a hostile and controlling work environment, but rather to steer employees towards the importance of a professional appearance.

II. Responsibility

The site administrator or department supervisor will ensure that employees meet the standards adopted by the Board of Trustees and that employees dress in a professional, appropriate manner. The site administrator may designate exceptions to the dress standards for special events or circumstances they deem appropriate.

III. Attire and Grooming Standards

The following are NOT considered to be appropriate school attire:

1. For men – shorts more than four inches above the knee, tank tops, muscle shirts, sweat suits or warm ups, collarless T-shirts, spandex/lycra as an outer garment or similar tight fitting outfits;
2. For women – shorts, skirts or tunics more than four inches above the knee, suggestive shirts, tank tops, crop tops which show the midriff area, muscle shirts, sweat suits, warm-ups, spandex/lycra as an outer garment or similar tight fitting outfits; and
3. Slippers, work boots, foot thongs, sandals (unless approved by the principal or supervisor in hot weather), and other similar casual foot apparel.

## REGULATION 334 - CONTINUED

The wearing of blue denim jeans is discouraged. However, if they are worn, they should be “dressed up” with a professional looking sweater, blouse, or shirt with a collar and appropriate footwear. Blue denim jeans, a sweatshirt/T-shirt and tennis shoes when worn together are not considered appropriate.

All employees are expected to exemplify grooming standards in a manner that projects an appropriate image for the employee, the school and the District.

1. Employees shall keep hair neatly groomed. Beards and mustaches shall be neatly groomed.
2. Employees shall not wear clothing, jewelry, tattoos or similar artifacts that are likely to cause disruption, or which may present a safety hazard to the employee or those with he/she works.
3. Hats are not to be worn inside the building.

### Exceptions:

1. Physical Education teachers may wear warm-up suits and shorts (no more than four inches above the knee) and other attire that is appropriate for their instructional assignment.
2. Vocational teachers may wear attire that is appropriate for their instructional assignment.
3. Employees who work in Operation Services (Maintenance, Custodial, Grounds, Material Services), Transportation, Informational Technology, Nutritional Services and school health offices will have a separate dress code which will accommodate the requirements of their positions.

Adopted: August 25, 2015