

## Employee Dress Code and Grooming

7.16  
Board Adopted  
(05-23-96)

All employees of the Windham School District are required to dress in a clean and neat manner that is appropriate for the job being performed and to adhere to the grooming standards established herein. The employee's appearance and attire are important elements of demeanor which may enhance the ability to maintain proper order, decorum, and security.

Employees may wear appropriate, neat, casual business attire. Such attire must be compatible with a classroom or office environment and not detract from the overall mission of the district or TDCJ. District employees will be expected to wear hose or socks. When representing Windham at official functions, or to external publics, i.e. seminars, meetings, training or outside visitors, employees should wear appropriate business attire.

Regardless of job assignment, any attire that is of extreme design, revealing in nature or any attire or haircut style that conveys messages of a derogatory or offensive nature through language, logos or symbols is prohibited.

Leggings, windsuits, sweatsuits, or t-shirts with logos, or sandals, such as thongs, are not appropriate. Excessive jewelry, strong perfume or cologne, extreme make-up or hairstyles are not acceptable.

The principal, administrative officer or department head is responsible for administering and enforcing this policy.

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