

## **Dress Code**

*(Board Approved 10/01/2016)*

Jeans	Jeans may be worn for casual/spirit day on Friday (Thursday for Crosby). Jeans must be pressed, ironed, and not faded or frayed (no holes). Jeans should not be tight fitting so as to be revealing. Spirit day is not a day to be sloppy. When wearing jeans, you should look as professional as if you were in a business suit. If not, jeans will be removed from the dress code. Shirts worn with jeans must be a Hitchcock ISD spirit shirt.
Pants	Pants must be ankle length or longer (Capri's mid calf are acceptable) - all campuses
Dress/Skirt	Top of the knee length
Shirts	Male staff members will avoid sleeveless shirts. Female staff members may wear sleeveless tops/blouses. No tank tops or spaghetti strap shirts. Latex, spandex, and suggestive clothing is not appropriate for any staff member.
Footwear	Appropriate footwear should be worn. Sandals are acceptable. Hosiery is optional. "Flip-flops" or foam type shoes are prohibited. Tennis shoes are to be worn on spirit day only. No high heels over 3 inches.
Earrings	Earrings may be worn by the female staff only. Ears are the only piercings allowed to be visible. Tongue piercings are prohibited. Hoop earrings should not be larger than 1 inch in diameter.
Hats	No hats are allowed in the buildings (unless for special days).
Other	Appropriate undergarments must be worn.  Life Skills and PPCD Aides and caregivers may wear scrubs and tennis shoes.  Tight fitting garments showing cleavage or body contour should not be worn.  Men should wear nice slacks and shirts with collars, except on "spirit" days when a spirit shirt may be worn. Men's shirts cannot be unbuttoned to mid-chest and should always be pressed or ironed.  All employees should be professionally groomed when they walk through the door. Clothes should be wrinkle free and stain free.  If you want to be treated professionally, you need to look and act the part and take pride in your appearance.  During the summer and school breaks, when there are no students or public visitors, more casual attire is acceptable, if approved by the campus administrator.  Tattoos must be covered.