

Four Acres Academy and Children's Centres
Staff Dress Code
2016

At Four Acres Academy our dress code reflects the professionalism of all staff and the fact that staff represent the Academy.

All staff should dress smartly and should wear their name badge. Male members of staff should wear a collared shirt and trousers and male teachers should wear a tie.

Footwear should be appropriate for the activity being undertaken (sandals that prevent the wearer from running are not allowed). Big, bright or bulky trainers and beach shoes are not appropriate. Stilettos are prohibited as these damage the flooring.

For all staff the, 'no underwear showing' rule applies; denim jeans are also not permitted. For female staff vest tops, tight leggings, short skirts/dresses, bright heavy colourful makeup and unnatural coloured hair are inappropriate. Jewellery should be kept to a minimum with nothing dangling down.

Children's Centre Staff

Children's Centre staff should dress smartly and have the option of wearing a Children's Centre purple logoed top provided by the Children's Centre. They can wear smart jeans when working directly with children but must wear a purple logoed top with them.

SMSA's

SMSA's have a uniform and this is a black top and trousers with dark coloured shoes or boots (no bright colours) and the Academy will provide a purple academy tabard. If a cardigan is worn this should be black. In summer a white polo shirt can be worn. Purple jackets are also provided to staff by the Academy.

Catering Staff

Catering staff who are employed by the catering contractor are equally representatives of Four Acres Academy. They must wear clothing as required by hygiene regulations and at all times look smart and clean and well presented in their uniforms.

Site Manager and Maintenance Team

You need to be easily identifiable to all on site including visitors and contractors. Dress code is a purple logoed polo shirt with black or purple jacket, black or dark grey trousers and work boots which will be provided by the Academy. Work overalls will also be provided.

Cleaning Staff

Cleaning staff who are employed by the cleaning contractor are equally representative of Four Acres Academy. Their uniform should be worn smartly and they must look clean and well presented with sensible practical clothing.

Sports Kit

Full sports kit is allowed if the member of staff is taking a physical activity lesson that afternoon or day. This should not be a team kit and should be sports clothes not a random t-shirt or heavily logoed.

Offsite Training/ Meetings/ Conferences

If you are attending training/ meetings or conferences you are representing the Academy and should be dressed smartly.

Academy Trips

You are still representing the Academy but practicality needs to be a priority also.

Inset Days

Staff are permitted to wear casual clothing but not blue jeans.

Academy-Branded Clothing:

There is a variety of academy-branded clothes which is available to staff at cost price. These are not compulsory to wear.