

Standards of dress for all members of staff (except the administrative staff and catering staff who wear uniforms supplied by the school)

At The Priory LSST we aim to create a professional working environment. As part of this approach we expect the staff to wear clothing which supports this profile.

For the male staff, this means a suit/jacket with formal trousers, a shirt, a tie and formal shoes. A formal jumper or waistcoat may be added under the jacket as long as the tie is clearly visible.

Items to avoid would be undone top buttons, jeans style or denim trousers and trainers.

The exceptions here include drama, PE & sports lessons where the appropriate outfit should be worn. However it is envisaged that when staff are not involved in these specific lessons, the normal dress code will apply.

For female members of staff, this means smart business attire such as you would see worn in a formal office environment. The easiest way to deal with this is a suit with a shirt. However smart skirts/ trousers/dresses with a formal jacket are equally acceptable. Skirts should not be shorter than 4 cm above the knee. If shirts are not worn, then the blouse or jumper should be a formal blouse or jumper which still conforms to a smart business code. Footwear (shoes, boots and sandals) should be in accordance with formal business attire.

Items to avoid would be ballet-style / soft leather shoes, brightly coloured footwear, sparkly footwear, overly strappy sandals, backless shoes/sandals, trainers, shoes with stiletto heels, informal t-shirts, tops with thin straps which expose the shoulders, strapless tops, exposed midriffs, split skirts, low necked tops, see-through blouses and skirts, jeans, jeans-style or denim trousers and jackets, overly casual or denim skirts, cropped trousers, hipster trousers, loose & wide belts, thumb rings and overly elaborate earrings.

The exceptions here include drama, PE & sports lessons where the appropriate outfit should be worn. However it is envisaged that when staff are not involved in these specific lessons, the normal dress code will apply.

There should be some care taken with jewellery. This is one pair of simple earrings in the lower lobe for female staff and no earrings for male staff. Necklaces, bracelets and rings may be worn but need to be in keeping with smart business attire.

Hairstyles for male and female members of staff should be in accordance with smart business dress.

Any tattoos cannot be visible whilst working within the Trust.

Name badges and house badges issued by the school should be worn on the school premises at all appropriate times.

On CCF parade and field days, Officers and SSI should wear their respective uniforms correctly. (Berets / hats do not need to be worn during the school day).

The SSI will wear a shirt, tie, smart trousers and shoes on other school days except when the nature of tasks undertaken means that this is not practical.

Please adhere to the dress code. When you signed The Priory LSST Code of Conduct you agreed to follow a formal dress code. This document aims to give you guidance on what the Headmaster expects staff to wear.

It is impossible to itemise all permitted, non-permitted items or other issues relating to appearance. In accepting this contract you are accepting that the Executive Headmaster decides on what

constitutes acceptable appearance (clothing, hairstyle, tattoos, jewellery etc.) is final and binding and will be decided on an individual case by case basis.

Smoking policy at The Priory LSST

The Priory LSST is a no smoking school. This means for all personnel and students in any location on the school site.