

COMMUNITY LIVING DURHAM NORTH

DRESS CODE

Policy No. C-10 (Human Resources)

Effective Date: May 1, 2007

Rationale:

To ensure that all staff are conscious that it is part of their role to model appropriate, culturally normative attire and grooming habits for the people we support, and in order to represent the Association in a positive manner.

Policy Statement:

Casual attire, for most staff, is entirely appropriate given the nature of our work. But, staff must wear clothing that is clean, appropriate and in good repair. Procedures written to implement this policy will define the Association's minimum standards and, in the case of footwear, will ensure that every precaution is taken to minimize health and safety risks.

Approved by: Larry Leonard
for the Board of Directors

Date: September 18, 2007

COMMUNITY LIVING DURHAM NORTH

DRESS CODE

Procedure No. C-10-1

Acceptable and Unacceptable Standards of Dress

Effective Date: May 1, 2007

Last Revision/Review: Feb. 26/20

- **Slacks** Cotton slacks, jeans and khakis are acceptable provided they are clean, neat, loose-fitting, and in good repair. Inappropriate items include leggings, spandex or other form-fitting pants unless they are worn with a top that reaches to mid-thigh. Also unacceptable are sweat-pants, jogging pants and pants that expose the midriff or underwear. Note, however, that the above items might be acceptable in certain specific contexts, e.g. the staff is accompanying a supported person to a community based exercise program.
- **Shorts/Skirts** Casual shorts and skirts are acceptable. Skirt and shorts length must be no higher than mid thigh. Tight, spandex shorts and skirts are not acceptable. Also not acceptable are gym shorts, bicycle shorts and other athletic shorts.
- **Shirts/Tops** Casual shirts, golf shirts, t-shirts, sweaters and turtlenecks are acceptable. Low-cut tops, halter tops and spaghetti strap tops are unacceptable and so are tops that expose the midriff or underwear.
- **Swimwear** Staff supporting individuals to swimming pools must wear a one piece swim suit and in certain instances may be requested to wear a T-Shirt over their suit.
- **Footwear** Shoes need to be supportive, have slip resistant soles, and be appropriate for the setting and activity.

Staff providing direct support to people must wear closed toe shoes and construction must provide sufficient protection from impact and puncture.

Inappropriate shoes for those employed in a direct support capacity include:

- ballet slippers
- flip flops/ beach shoes
- slides/ mules (backless shoes)

- molded/ plastic shoes (i.e. crocs)
 - platform shoes
 - thong sandals with or without heel straps
 - slippers.
- There is a general prohibition against
 - Any form of clothing that is mesh, sheer, see-through or otherwise revealing;
 - Any form of clothing that is generally offensive, controversial, disruptive or otherwise distracting;
 - Any form of clothing that is overtly commercial or contains political, personal or offensive messages.

Approved by: _____ Date: _____
CEO