



82 - Little Hubbers Day Nursery

Staff Dress Code Policy

Introduction:

Little Hubbers dress code policy is designed to help us all provide a consistent professional appearance to our customers and colleagues. Our appearance reflects on ourselves and the company. The goal is to be sure that we maintain a positive appearance and not to offend customers, clients, or colleagues.

Who does this policy apply to?

The Little Hubbers dress code policy applies to all staff employed by the company.

The Dress Code Policy:

- Employees are expected to dress in the polo top with nursery logo (in which 2 will be provided by the company), black trousers (this could be jeans, dress pants or thick leggings) and black sensible footwear (no sandals or flip flops as need to be full shoe for safety) unless the day's tasks require otherwise.
- Employees must always present a clean, professional appearance. Everyone is expected to be well-groomed and wear clean clothing, free of holes, tears, or other signs of wear.

- Clothing with offensive or inappropriate designs or stamps are not allowed.
- Clothing should not be revealing.
- Clothing and grooming styles dictated by religion or ethnicity are exempt.

Dress Code Violations:

Managers or supervisor are expected to inform employees when they are violating the dress code. Employees in violation are expected to immediately correct the issue. This may include having to leave work to change clothes.

Repeated violations or violations that have major repercussions may result in disciplinary action being taken up

This policy was first introduced on

Signed on behalf of the Nursery

This policy has been reviewed on ?	Signed on behalf of the Nursery