مدرسة بيس سبرينق فيلد انترناشونال ذ.م.م

PACE SPRINGFIELD INTERNATIONAL SCHOOL L.L.C

DRESS CODE POLICY

2026-2027

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pacespringfieldinternationalschool

SCHOOL DRESS-CODE POLICY

PACE Springfield International School has high expectations of its pupils not just in terms of their educational achievements but also in respect of their behaviour and personal presentation. We expect all staff to reflect these high standards by presenting a positive and professional image to pupils, parents, potential parents and other stakeholders.

The aim of this policy is to reflect these standards without unduly restricting individual choices.

This policy is not intended to be exhaustive in defining acceptable and unacceptable standards of dress and appearance, and members of staff are expected to use their common sense in adhering to the principles underpinning the policy.

The PACE Springfield International School recognises that there are a diversity of cultures and religions represented amongst the staff of the school and will take a sensitive and respectful approach when this affects dress requirements. Priority will, however, be given to health and safety, the education and wellbeing of pupils, other similar considerations and our corporate image as a quality school that is very competitively priced.

GUIDELINES ON APPROPRIATE DRESS

1. The dress code for all staff is expected to be formal and professional rather than casual.
2. Men are expected to wear an ironed shirt, smart trousers (not tight pants, jeans, denim or shorts) and smart, clean shoes (not 'casual' looking shoes, trainers or flip flops).
3. Women are expected to wear shirts, smart tops or knitwear (not short, 'casual' or strappy tops) and skirts, tailored trousers or a smart dress (not leggings, jeans, denim or shorts).
4. As a guide, skirts or dresses should be no shorter than just above the knee.
5. Shoes or boots should be smart and not excessively high-heeled (not 'casual' looking shoes, trainers or flip flops).
6. All clothing should be clean and maintained appropriately with no rips, tears or excess wear.
7. Tight fitting clothing should be avoided.

8. Any jewellery worn should not present a risk to the wearer or to the children (e.g. drop earrings that may be grabbed or pulled, or rings/brooches that may present a risk to children).

PE Lessons

- As a school we recognise that there are particular circumstances where formal attire is not appropriate. With this in mind, all staff involved in the delivery of PE lessons are expected to wear appropriate dress, e.g. tracksuits and trainers (no shorts or leggings are allowed)

Premises Staff

- As a school we acknowledge that there are particular roles and particular circumstances where formal attire is not appropriate. For example, premises staff. These members of staff are permitted to wear clothing suitable for the task being undertaken.
- But with health and safety in mind - no flip flops.

Standards for All Staff

- Hair should be neat and tidy with no extreme hairstyling.
- Staff are asked to cover up visible tattoos whilst at work where the location of the tattoo makes it reasonably practicable to do so.
- Any tattoos of a potentially offensive nature must be covered.
- Jewellery should be discreet and visible piercings restricted to ears.
- Single nose studs may be worn for religious or cultural reasons only.
- All staff are expected to be well presented and maintain a high standard of personal hygiene.
- Clothing should not unduly restrict movement or prevent a task being carried out with dignity.
- Heavy use of cosmetics should be avoided.
- Long fingernails should be avoided.

GUIDELINES ON INAPPROPRIATE DRESS

For the avoidance of doubt, inappropriate dress is deemed to include the following:

- Jeans or other denim clothing
- Excessively tight clothing or transparent clothing.
- Revealing clothing such as cropped tops and short skirts.
- Clothing which exposes underwear.
- Casual t-shirts or shorts (except where appropriate to task, e.g. PE).
- Combat or cargo trousers.
- Leggings, unless worn under a skirt or dress of appropriate length.
- Flip flops or Crocs, unless medically advised by a doctor.
- Garishly coloured, patterned or sparkly attire.
- Trainers (except PE staff).
- Strapless tops/dresses or tops/dresses with narrow shoulder straps or halter necks.
- Clothing with large logos, political symbols or contentious slogans.

This policy does not seek to document all the items that could be deemed inappropriate but to provide a general indication to staff.

EXCEPTIONS TO THE DRESS POLICY

- Staff may change into old clothing or protective clothing when participating in active, messy

  or dirty tasks where clothing may be damaged. In such circumstances, it is expected that staff

  will normally change back into normal work attire once the activity is completed.
- Staff may be required to adhere to specific dress arrangements for certain activities where health and safety is a consideration.
- The dress code for school trips, and events will normally be more relaxed, unless the nature of the event itself is formal. Any specific expectations in relation to individual events will be notified to the members of staff affected.
- In extreme weather conditions, the Principal may allow exceptions to the usual dress code, in which case staff will be notified accordingly.

MONITORING

- The School expects staff to take personal professional responsibility for dressing appropriately and therefore anticipates that intervention will be required only rarely.
- Where choice of attire falls outside the dress code, the member of staff will be advised of this on an informal basis by his/her line manager in the first instance.
- Where clothing is very unsuitable or potentially offensive (particularly if it is excessively tight or revealing) the member of staff may be required to return home to change.
- Any concerns an employee may have about the dress code should be raised, initially, with his/her line manager.
- Exceptions may be granted in certain circumstances.
- Repeated infringements of the dress code, despite the provision of informal management advice, will be dealt with as a disciplinary matter in accordance with the school's disciplinary procedure.

REVIEW

This policy will be reviewed by PACE Springfield International School annually during the Summer Term. This policy is based on U.A.E practice and is a parallel of similar policies in operation in U.A.E Laws of dress code. Members of staff are encouraged to contribute to the development of this policy by raising any issues or concerns they may have with their line manager in the interim.

Wishing everyone a productive, enjoyable, and fulfilling academic year ahead! May this year be filled with opportunities for growth, learning, and collaboration. Let's embrace challenges as stepping stones toward success, support one another in our pursuits, and celebrate our achievements, both big and small. Here's to a year rich with knowledge, inspiration, and meaningful connections!



Signature of Principal:
Last amended: August 2026
Policy Review Date: September 2027

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