



SPARKEN HILL
ACADEMY

Staff Dress Policy

Version	Prepared by	Reviewed Date	Reviewed by	Next Review Date	Comments
1.0	RTL	26/02/2026	F&P	February 2028	

At Sparken Hill Academy we aim to foster a feeling of professionalism and pride within our school.

We believe that appearances are one of the first characteristics that people are measured by and therefore, consider that smart clothing is paramount for the first impressions to be of trust, respect and professionalism.

We believe that staff are role models for pupils and should therefore dress accordingly. We believe that staff should be encouraged to dress appropriately for the activities they are undertaking, including, PE or Outdoor Learning.

We ask for everyone to support and uphold Sparken Hill Academy's dress code.

1. INTRODUCTION

1.1 Staff are the most important role models in the school.

The Governors recognise the rights of staff to choose what they wear and how they appear. However, as role models they need to set an example to the pupils. The governors of the school do not expect the staff to wear a specific uniform but do expect the staff to be smartly and appropriately dressed and well presented in school. The choice of dress should uphold the school's high expectations for the children.

1.2 The Principal is responsible for ensuring that members of staff are aware of the dress code. All staff are responsible for familiarising themselves with its contents and complying with it.

2. GENERAL STAFF DRESS AND CONDUCT

2.1 Staff are seen as a role model and, as such, should always give careful consideration to how they dress and act. Staff must ensure they are dressed safely and appropriately for the tasks they undertake. Those who dress or appear in a manner which could be considered as inappropriate could render themselves vulnerable to criticism or allegations of misconduct.

2.2. All staff should be mindful that their dress sets an example to pupils. If staff dress smartly, pupils are more likely to follow suit. Staff should therefore exercise professional judgement, thinking about the 'Professional Conduct' aspect of the Teachers Standards, when deciding what to wear during the course of a normal school day.

2.3. Staff should wear collared shirt or polo shirt with smart, business like trousers. or smart business style dress. If wearing a dress or skirt, this must be at least knee length.

2.4. No jeans, denim, jeggings or leggings (unless worn with a knee length skirt or dress) should be worn during the normal school day. For health & safety reasons, staff should also not wear flip-flops or open toed shoes.

2.5. Staff are allowed to wear sensible jewellery choices but body piercings other than earrings are not deemed professional and are not allowed.

2.6. Whilst it is not possible to list every possible clothing option here, it is hoped that staff will support the code of professional conduct and will dress in a way that reflects the high esteem in which we are held by children and their families.

2.7. Any staff not conforming to the dress code in school will be asked to return home to be changed as appropriate.

3. TEACHING PE, GAMES AND SPORTING CLUBS

3.1 Staff should wear PE clothes and trainers when teaching PE and Games lessons. To be consistent with the expectations for the children, staff may wear PE clothes to school but must wear a SHA polo shirt for such activities. One polo shirt is provided by the Academy for the delivery of these activities.

3.2 Optionally, staff may opt to purchase a SHA tracksuit.

3.3 Lycra sportswear is not considered appropriate for any role within school and therefore is not acceptable.

3.4 If staff are escorting children on external sporting activities, the Academy has staff tracksuits which may be worn for the event. These should be returned following use.

3.5 Teaching assistants attending to support the learning of pupils in a PE or Games lesson should at a minimum have a change of appropriate shoes and are encouraged to also wear a SHA polo and sports kit.

4. PPA, NON-CONTACT TIME, ATTENDING COURSES/MEETINGS

4.1 Whenever in school but not teaching e.g. undertaking PPA or leadership/management responsibilities, staff should maintain a high standard of professional dress.

4.2 When attending professional development courses or meetings outside school staff should maintain a high standard of professional dress. There may be exceptions e.g. courses for PE, Art, Forest Schools etc. where specific clothing is specified.

4.3 When staff are present at an evening workshop or information evening for parents they should maintain a high standard of professional dress. If staff have been teaching sporting activities during the school day or for an after-school club, they should change into something more professional.

5. SCHOOLTRIPS AND RESIDENTIAL VISITS

5.1 When on a school trip or residential visit, the attire of staff should mirror that of the children. For example, if pupils are wearing school uniform then staff should wear their regular school clothes. If children have been asked to wear specific clothing or dress down, then staff should follow suit, ensuring their choice of clothing is deemed safe and appropriate.

6. DRESSING UP/THEME DAYS

6.1 Staff are not obliged to dress up for particular school events or themed days but are encouraged to enter into the spirit of the occasion.

7. MIDDAY SUPERVISOR & PLAYWOKER UNIFORM

7.1 MDSAs and Play workers have an integral role in maintaining safety and order at lunchtimes. As such, all employees need to be easily identifiable by pupils and other adults.

7.2 All employees are issued with a standard uniform of a blue (MDSA) or red (Play worker) polo and sweatshirt. In addition, coordinated coats are issued for colder months,

7.3 In warmer months, employees may wear just the polo and hi-viz vest. SHA peaked baseball caps may also be worn. Other non-uniform tops may not be worn. No sandals, flip flops or open toed shoes may be worn for health and safety reasons.

7.4 Internal catering and internal MDSA staff are allocated uniform. This includes hair nets / hats for hygiene reasons.

8. SITE MANAGEMENT TEAM

8.1 The Site Manager and assistant site manger are provided with work shoes, trousers and a SHA logo work polo. A sweatshirt is provided for cooler months. A high viz coat is also provided where required.

8.2 Cleaners are provided with a tabard. Sensible shoes should be worn and open toed sandals, flip flops etc are not permitted for H&S reasons.

This policy will be reviewed bi-annually.