******Benecare Children’s Services**

**‘Providing care without compromise’**

**DRESS POLICY**

1. Throughout your employment you will be representing the Foundation. Your

appearance and professional conduct are important for both your own advancement

and the continuing development of the Foundation.

2. We encourage everyone to present themselves in dress and appearance in a way,

which reflects the Foundation’s professional approach.

3. All employees should be dressed smartly and their attire should be appropriate for the

task they are undertaking at any given time.

4. Sensible footwear appropriate to the task being undertaken should be worn at all

times.

5. Hair should always be kept clean, neat and tidy.

6. Earrings may be worn as long as they are discreet. Other body piercings which are

visible should be removed whilst you are at work unless prior authorisation has been

received from the line manager.

7. If you are unclear as to what the Foundation would regard as an appropriate standard

of dress you should seek guidance from your line manager.

8. Any employee who fails to comply with these rules may be subject to disciplinary

action under the disciplinary procedures