COLLEGE POLICY

Policy No. & Title:	**P-209 Dress Code & Uniforms**
Policy Sponsor:	Vice President, People & Culture and Career Services
Reference Cmtee:	Policy & Procedure Committee
Effective:	2023-07-01
Next Review:	2026-10-31

Purpose

To establish guidelines and principles regarding College expectations for appropriate attire that sets a professional atmosphere for the teaching, learning, and working experience.

Scope

This policy applies to all College students, employees, delivery partners, and affiliates. It *does not* apply to guests, visitors, or third-party contractors.

Definitions

Business Casual: a code of attire that blends traditional business wear with a more relaxed style that is still professional and appropriate for an office or educational environment.

Scrubs: the sanitary clothing worn by surgeons, nurses, and front-line health care workers involved in patient care in a health care setting or health care treating environment.

POLICY

Employees

1) Employees are expected to dress in business casual attire unless the days tasks require otherwise.
2) Employees must always present a clean, professional appearance. Everyone is expected to wear clean clothing, free of holes, tears, or other signs of wear.
3) Clothing with offensive, gang related, or inappropriate designs or stamps are not allowed.
4) Jeans are acceptable business casual attire but must not have any holes, tears, or other signs of wear.
5) Clothing should not be too revealing.
6) Clothing and grooming styles dictated by religion or ethnicity are exempt.
7) There may be events where casual attire is appropriate (*e.g.,* golf tournaments, sporting events, team-building retreats). There may also be events where more traditional or formal attire is appropriate (*e.g.,* awards banquets, industry events, gala celebrations). Employees must exert a certain amount of good judgement when it comes to their choice of clothing for work, and work-related events. If you are uncertain about what would be considered acceptable, ask your Manager or contact People & Culture.

8) Programs where uniforms are provided to employees, the employee may choose to follow the 'business casual' dress code or their program uniform.
9) The use of scented products in College workplaces is to be avoided to provide employees, students, and visitors with a healthy and safe environment.

Students

10) Clothing with offensive, gang related, or inappropriate designs or stamps are not allowed.

Uniforms

11) The College has programs where uniforms are provided to students, students must wear their uniforms to class every day.
12) Students will be provided sizing charts to determine their measurements and clothing sizes prior to ordering their program uniforms.
13) There may be community or college events where students may be asked to represent their program by wearing their uniforms. For such events, students must confirm with their program instructor(s) the attire expected at such events.

Supporting Documents/Forms

P-209p Dress Code & Uniforms – Procedure
Student Uniform Guide
Student Massage Scrub Uniform Order Form
Student Lab Coat Uniform Order Form
Student Long Sleeve Police Foundation Shirt Uniform Order Form
Student Short Sleeve Police Foundations Shirt Uniform Order Form
Student Scrub Uniform Order Form