

APPEARANCE (DRESS CODE)

Professional dress sends a message of respect and conveys the quality of excellence. LHUSD staff members are role models and therefore need to dress appropriately. Some aspects of fashion in our culture do not project a professional image in the regular academic setting such as tattoos and body piercing, other than ear lobes. Midriffs, cleavage, lower back and buttocks should be covered. It is the expectation that employees will present themselves in a well groomed, professional manner at all times.

The following are not permitted:

- Shorts – (skorts , tailored shorts or capri length pants which are part of a set and look professional are allowed)
- Sweats
- T-shirts (only on designated days)
- Standardized apparel may be worn according to administrator approval
- Off the shoulder tops
- Low cut tops
- Spaghetti strap tops
- Halter tops or halter dresses
- Tank tops
- Tube tops
- Crop tops that expose the midriff or back
- Spandex, tight leggings or leotards without a skirt
- Sagging pants
- Jeans (only on designated days and they may not be torn or frayed)
- Sloppy, stained or dirty clothing
- Hats or head coverings
- Flip flops or shoes that are frayed

Any rules for student attire (found in the student handbook) should also be followed by staff members.

The building administrator or department supervisor reserves the right to inform staff members of any inappropriate attire and to request it not be worn again.

The physical education teacher may wear shorts, sweats, active wear, and t-shirts as appropriate all year (but no jeans except on designated days).

There may be specific required attire for some special education programs.

The warehouse, maintenance, custodial, security, transportation and technology staff may wear a uniform or administrator approved attire.

If the temperature is above 100 degrees and you have an outside duty, you may wear professional looking shorts. They should be Bermuda or walking type and look professional.

PERSONAL PROPERTY

Personnel are encouraged not to bring personal property to schools. If it is imperative to do so, it should be returned home as soon as it is no longer needed. Personal property of any value should not be left at the school for an extended period of time, particularly over the summer vacation. Electronic equipment of any kind is especially vulnerable, should anyone gain access to the building. Neither the district nor its insurance carrier assumes a liability for personal property which is lost, stolen, or damaged.

SEXUAL HARASSMENT

All individuals associated with this district, including, but not necessarily limited to, the Governing Board, the administration, the staff, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when made by a member of the school staff to a student or to another staff member, or when made by a student to another student. SEE ACA