



King's College  
*The British School of Madrid*

Soto de Viñuelas

May 2016

## King's Group Staff Dress Code

Teachers, teaching assistants, Erasmus students and other members of staff are expected to look professional at all times and to dress in an appropriate manner. The dress code reflects the underpinning ethos that all staff act as role models to our pupils and that therefore there should not be obvious discrepancies between the standards we ask of both pupils and staff. Thus, staff are expected to dress smartly at all times and items such as denim jeans, shorts, trainers or untidy, creased clothing or unpolished shoes are not permitted.

All clothing must conform to that expected of a smart office environment (i.e. not beachwear, such as sleeveless tops and flip flops). These guidelines also apply on pupil non-uniform days and on Monitoring days, particularly if parents are going to be present at school. However, staff are allowed to join in with the non-uniform day themes.

Male members of staff should wear a shirt, tie and jacket during the winter uniform days, and shirt and tie during the summer uniform time. The wearing of discreet jewellery is permitted; however, male staff members are requested not to wear earrings or make-up during school days.

If female members of staff wear trousers they must be full length and not cropped or  $\frac{3}{4}$  length. Shoes must be 'filled in' and 'open-toe' style shoes should be avoided for Health & Safety Reasons. In any case casual sandals or flip flops are not allowed during school days.

During PE lessons, teachers are encouraged to wear sports clothes. PE staff should bring their office wear on days when they have meetings with parents.

During a 'messy session', such as Art, or with younger children, staff may wear an overall to protect their clothing.

Science teachers should wear suitable protective clothing during practical sessions and lab-coats are provided.

All piercings (except earrings for female members of staff) and tattoos should not be visible at any time.

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Member of HMC, COBIS & NABSS