



Staff Appearance Policy

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1. Introduction

At Reigate Grammar School Riyadh (RGSR) we aim to uphold high standards of professionalism in every area of school life. A key component of these high standards is reflected in the way we present ourselves.

A person's dress and appearance are matters of personal choice and self-expression. However, staff should consider the manner of dress and appearance appropriate to their professional role, which may be different to that adopted in their personal life. Staff should set an example to students at all times, and a smart general appearance should be maintained.

All staff are expected to dress in a way which reflects the expectations that our community places upon all professionals. Members of staff are required to be aware of their presentation and dress in a way which is respectful of local cultures and customs. Clothing should be professional and modest.

2. Expectations

2.1 Male Academic and Administrative Staff

- Dress shirts with long or short sleeves*;
- Tie;
- Dress trousers or chinos;
- Footwear should be smart, safe and sensible. Shoes are expected;
- No flip flops, canvas trainers/pumps, slippers, sandals or trainers should be worn by staff. EYFS and SEN staff may wear canvas shoes/pumps.
- Trainers and the RGS PE issued shirts may be worn only for PE lessons. Shorts should be knee length.
- No polo shirts or t-shirts should be worn;
- No Jeans or denim should be worn.

*Shirt should be tucked into trousers.

2.2 Female Academic and Administrative Staff

- Smart tops or blouses should be worn (no low-cut blouses or tops with thin straps or short sleeves);
- Trousers should be smart/casual;
- Dresses/skirts should be appropriate for school and below the knee in length;
- Leggings may be worn under dresses/skirts (no short tops should be worn with leggings);
- Hijabs may be worn and can be any colour;
- Abayas may be worn with permission from the Head of School;
- Footwear should be smart, safe and sensible. Shoes or sandals are expected;
- No flip flops, trainers, canvas trainers/pumps, slippers or trainers should be worn by staff. EYFS and SEN staff may wear canvas shoes/pumps.
- Trainers and the RGS PE issued shirts may be worn only for PE lessons. Shorts should be knee length.
- No polo shirts or T-shirts should be worn.
- No jeans or denim should be worn.
- Dress shirts with long or short sleeves*;
- Dress trousers or chinos;
- Footwear should be smart, safe and sensible. Shoes are expected.
- No polo shirts or t-shirts should be worn;
- No Jeans or denim should be worn.

2.3 Male and Female PE Staff

- Navy-blue polo shirt with RGSR logo;
- Blue shorts with RGSR logo;
- Navy-blue tracksuit trousers with RGSR logo;
- Blue tracksuit top with RGSR logo;
- Trainers.

2.4 Security Supervisor

- White shirt with RGSR logo*;
- Navy-blue trousers;
- RGSR tie;
- Navy-blue blazer with RGSR logo;
- Black shoes.

*Shirt should be tucked into trousers.

2.5 Maintenance Supervisor

- Navy-blue/grey shirt with RGSR logo*;
- Navy-blue trousers with pockets;
- Navy-blue fleece jacket with RGSR logo;
- Navy-blue cap with RGSR logo;
- Black shoes.

*Shirt should be tucked into trousers.

2.6 Male Facilities Staff

- Royal-blue shirt with RGSR logo*;
- Navy-blue trousers;
- Navy-blue fleece jacket with RGSR logo;
- Navy-blue cap with RGSR logo;
- Black shoes.

*Shirt should be tucked into trousers.

2.7 Female Facilities Staff

- Royal-blue blouse with RGSR logo;
- Black undershirt;
- Royal-blue trousers;
- Royal-blue fleece jacket with RGSR logo;
- Black Hijab;
- Black shoes.

2.8 Drivers

- White shirt with RGSR logo*;
- Black trousers;
- RGSR tie;
- Black blazer with RGSR logo;
- Black shoes.

*Shirt should be tucked into trousers.

3. Additional Information

3.1 Jewellery

Jewellery, including ear and nose piercings, should be simple, discreet and appropriate. Large earrings which could pose a health and safety risk are not advised.

3.2 Tattoos

Modest tattoos can be visible, however should these be large in nature and/or possibly cause offence to others, the tattoo may need to be covered. This is at the discretion of the Head of School.

3.3 Educational Visits

On educational visits (field trips), staff dress should mirror the dress code for the children (i.e. depending on whether casual clothes or school dress is required, and the nature of the activities). Staff are reminded that they are acting as an ambassador for RGSR whilst outside of school on educational visits.

3.4 INSET Days

On INSET days, event days and community days staff may wear casual clothes as indicated by the Head of School.