

PERSONNEL

General Personnel – Dress Policy

The Regional Office of Education represents the entire school system and community. The perceptions people develop or are created when they enter the building should be one of professionalism and excellent customer service including proper dress attire. It is difficult to set standards for proper dress and appearance; however, the expectation for the ROE is that every employee dress professionally.

Unacceptable apparel would be: sweat shirts, T-shirts, sports/athletic shorts, blue jeans, tennis/athletic shoes, and jogging or sweat pants.

Examples of appropriate office attire for men would be suits, dress shirts and ties, sweaters, sport jackets, turtleneck shirts, collarless shirts, Dockers, khakis, and appropriate casual dress.

Examples of appropriate office attire for women would be dresses, suits, pantsuits, knee-length dress shorts, dress slacks, blouses, skirts, sweaters, khakis, Dockers, and appropriate casual dress.

The ROE Dress Policy incorporates a program entitled “Casual for a Cause”. For a payroll deduction of \$1.00 per week to the United Way in Champaign County or the Community Fund in Ford County, employees are permitted to wear nice blue jeans (not faded, ripped or frayed) on Fridays only. The “Casual for a Cause” is voluntary opportunity on the part of each employee, and the employee or Regional Superintendent may cancel it at any time.

Appropriate office attire, as cited above, will be expected of all employees in the ROE.

Exceptions may be made on a case-by-case basis if medical accommodations are necessary.