

**Performance Standard(s)** 1302.31 (a) (c) and (e)

### **Related Subjects/Policies/Forms**

Learning Environments, Classroom Safety Plan, Schedules, Transitions, Routines, Outdoors – Playground Safety, Safety in the Routine

### **Reference**

Physical Requirements and Characteristic Duties and Responsibilities for Early Childhood Specialist 3, Early Childhood Specialist 2, Early Childhood Specialist 1 Position Descriptions, Childcare Specialist Position Descriptions, Childcare Aide 2 Position Descriptions, Social Work Assistant 2 Position Descriptions, Cook Position Descriptions, and Food Service Worker Position Descriptions.

### **Overview**

Our Head Start/EHS program sites are located in a variety of educational settings, such as college campuses, Spokane Public Schools, adult education centers and community centers, and several sites are nationally accredited. As early childhood professionals working as community and collaborative partners in these professional classroom settings, it is important for all Head Start/EHS staff to maintain practical dress to support child safety in the early childhood learning environment, to dress respectfully with cultural deference, and to representative Community Colleges of Spokane/Head Start/Early Head Start well to the community.

### **Guidelines**

Following are basic guidelines for casual, practical dress for all staff to maintain professionalism and the dignity of the individual, and to support a safe and developmentally appropriate learning environment:

1. It is important that staff choose clothes appropriate for working in an early childhood classroom setting and/or office environment, which support interactive play in the indoor and outdoor learning environments and child safety. Daily physical activities frequently include: moving up to 25 lbs. frequently and up to 50 lbs. occasionally, kneeling, stooping, crouching, crawling, climbing, and twisting.
2. It is important for staff to be prepared to work outdoors and have outerwear for daily weather conditions, since staff go outside with the children almost every day and actively participate in the outdoor learning environment.
3. Casual attire needs to be modest, neat, clean and in good condition, free of tears, holes and frayed edges.
4. Classroom staff need to wear practical, sturdy shoes to be able to run quickly after a child to ensure safety.
5. All staff are required to wear name tags daily to support classroom/site security.
6. Some children and staff may have allergies or sensitivities to scents, which can make the classroom work environment difficult or impossible. For the well-being and health of the children and other staff, please help us maintain a fragrance-free environment.

<b>Examples of Inappropriate Dress</b>
Flip-flops, slide, or backless sandals. (Feet are not protected from wheeled toys; staff are unable to run quickly after a child to ensure safety.)
Short shorts or skirts (thigh-high length). Spandex or athletic shorts.
Spaghetti strap tank tops (cleavage, bra straps, and midriff showing and exposed). Flowy, baggy shirt sleeves in kitchen.
Logo/graphics clothing (such as t-shirts) with inappropriate images or statements that are political in nature or could be considered offensive to others.
Pants that sag to reveal undergarments (loungewear, pajama, sweat, yoga, track, or athletic pants).
Pants or tops that are extremely tight fitting (spandex leggings, yoga pants, or bike shorts). Pants or tops with rips, holes, or distressed fabric.
Jewelry (including piercing) that is dangling, is accessible to children or in danger of being caught.
Headgear (baseball hats, hoods, beanies, berets) in classroom.

<b>Examples of Appropriate/Practical Dress</b>
Footwear should be appropriate for job position. For classroom/playground work duties: Shoes with low heels and ankle straps (need to be able to run quickly after a child to ensure safety). Closed-toe shoes in the kitchen.
Bermuda or cargo length shorts or capris in summer months (in good condition). Knee length or longer skirts/dresses.
Short sleeve shirts or tank tops long enough to cover midriff and backside with full coverage. (Bra straps or undergarments should not be visible.)
Plain, professionally appropriate clothing including Head Start/CCS logo shirts or polo shirts.
Jeans, khakis, or slacks that cover undergarments.
Modest pants and tops that have adequate ease of movement.
Minimal jewelry/piercing that is protected from being pulled or caught.
Outdoor protective gear, sunhats, winter caps, earmuffs, cultural scarves, hijabs, wraps, kitchen staff may wear hair restraining hats.

***By signing below, I am acknowledging that I have read the above guidance for practical dress for early childhood classrooms and work environments and agree to follow these guidelines.***

**Name (print)** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

Routing: New Employee Orientation Packet  
Part-Time/ Volunteer/Work-Study Handbook  
Education Manual