

Nevada State High School

2651 North Green Valley Parkway, Suite 106
Henderson, NV 89014



Dress Code Contract (optional)

Nevada State High School staff "may" sign this optional dress code contract rather than follow the minimum dress code outlined in the employee handbook. This contract is good from year to year and may only be updated by an employee during the month of July or upon hire. Any employee agreeing to this "optional" dress code shall be granted two approved garments from the school's approved vendor and this document shall be presented to them as proof.

Section 6.03 Dress Code

- (a) Employees should note that their appearance matters when representing Nevada State High School in front of parents, students, visitors, and the overall community. An employee's appearance can create an impression that reflects on the organization and the overall culture at the school. This section applies to employee's signing this contract and shall always apply including:
 - (i) All clothes must be work-appropriate. Typical clothes in workouts and outdoor activities are not allowed
 - (ii) All clothes must project professionalism. Clothes that are too revealing or inappropriate are not allowed
 - (iii) All clothes must be clean and in good shape. Discernible rips, tears, holes, wrinkles, etc. are not allowed
 - (iv) All employees must avoid clothes with stamps or patterns that are offensive, inappropriate, or distracting
- (b) Employees shall follow a formal business suit attire on Mon. through Fri. that will require a coordinating suit including professional suit coat/jacket and pants/skirt/dress, appropriate shirt/blouse, shoes, and tie (men) or **employees may elect to wear attire Mondays to Thursdays that conforms to the following:**
 - (i) Employees may wear long or short sleeve shirts that are collared polo or button up with NSHS logo purchased through the school's approved vendor. Employees may wear approved polo shirts that are black, white, concrete/iron grey, or gold, button up shirts that are black or white (older school versions of polo and button up shirts are acceptable), and jackets/sweaters. These shirts/jackets/sweaters may be worn in combination with appropriate capris, skirts/dresses, pants, or sweaters that are black, white, neutral (khaki, dark blue/brown), gray (light to dark) or non-distracting plaids or patterns that conform, match well, and are consistent with the NSHS standard color scheme. Employees may explore a variety of shoes from athletic to dress that are appropriate and favorably portrays the organization.
- (c) Our organization will follow "dress-down Friday" when employees may wear more casual clothing like jeans, and school spirit shirt (no exceptions). This will not apply if employees are scheduled for formal meetings with parents, partners, or other external parties (employees are expected to use good judgement in these cases).
- (d) An employee's position in the organization may inform their dress code. If employees frequently conduct formal meetings or are in the community meeting with partners, they should conform to formal business suit attire.
- (e) The site administration may change the dress code in "special cases." Some standing special cases include, but are not limited to onsite professional development days (follow "dress-down Friday"), attendance at conferences (follow "polo and button up shirts"), and school spirit days (example Transitions).
- (f) When an employee disregards our organization's dress code, their supervisor may ask the employee to return home to change. Employees that continue to disregard the dress code cause damage to the organization's culture and show a lack of willingness to reflect positively on the rules that guide our employees. This type of disregard and negativity may result in severe consequences up to and including termination.

Employees must receive a signature by Dr. John Hawk or designee by July 31st each year.

Nevada State High School (Dr. John Hawk or designee)

Date

Nevada State High School Employee

Date