



To: DCPS Staff
From: Kaya Henderson, Deputy Chancellor
Date: February 26, 2010
Re: General Standards – Dress Code

The purpose of this memo is to make all District of Columbia Public Schools (DCPS) employees aware of the general standards of dress for all DCPS employees. These standards were developed by the District of Columbia Department of Human Resources, and we have adopted them for DCPS.

DCPS employees provide services to the general public and to other government employees. It is DCPS policy that employees should dress in a manner that will not impair the effectiveness of their work or adversely affect the image, reputation, or credibility of District government offices and operations.

This policy is not intended to discriminate against any District government employee based upon his or her appearance or choice of dress or grooming. Rather, this Dress Code seeks to establish an appropriate public image for DCPS employees and implement an atmosphere that is conducive to work.

Acceptable Standards in Dress and Appearance:

- Suits
- Sport coats
- Blazers, vests
- Ankle length dress pants, trousers and slacks
- Pressed khakis
- Cropped pants
- Long or short-sleeved, collared shirts (including those made to be worn un-tucked, over slacks)
- Long or short-sleeved, banded collared shirts
- Blouses
- Turtlenecks and mock turtlenecks
- Dickeys (worn under a jacket, sweater, shirt or blouse)
- Sweaters
- Dresses
- Skirts
- Women's dress shoes, including pumps and sling backs
- Men's dress shoes
- Flats
- Loafers
- Sandals

Unacceptable Standards in Dress and Appearance:

- Jeans
- Tennis shoes and sneakers of any type
- Work or hiking boots
- Slippers and slides
- Flip-flops, thong sandals, beach and similar footwear
- T-Shirts
- Sport shirts
- Bare midriff tops
- Backless or strapless garments (unless worn under a blazer, jacket, coat or similar garment)
- Attire that reveals garments that are generally regarded as underwear
- Garments shorter than three inches above the knee
- Shorts
- Beach wear
- Athletic wear, including:
 - Stretch tights
 - Leotards
 - Sweat pants
 - Sweatshirts
 - Stirrups
 - Biker shorts
 - Warm-ups or jogging suits
 - Muscle shirts
- Cut-off shirts, pants and shorts
- Attire with wording, slogans and depictions and objections (other than woven fabric patterns and designs like plaid, paisley, flowers and stripes).