

## **4.10 APPEARANCE AND ATTIRE**

### **Appropriate Attire/Dress**

BACI Employees are expected to maintain a high level of personal cleanliness, hygiene and appearance at all times when on duty. Employees' appearance affects the people we provide services to, as well as the attitudes and opinions of family, friends, other professionals, and the community at large. Employees are role models and should not dress or act in such a way as to draw undue attention to those we support or to negatively impact the reputation of the person supported or the agency.

Employees should also take into consideration the activities or events in which the residents are participating in order to determine appropriate dress. Offensive or indecent clothing is always unacceptable (i.e. vulgar or lewd T-shirts, exposure of the midriff area/under-garments, thin strapped tank tops, etc.)

### **Summer Wear**

Employees need to look professional and will wear clothing appropriate for summer events and activities. Such clothing may include, but not be less than, walking shorts, T-shirts, and closed-toe footwear. Clothing will be neat, clean, and free from holes.

### **Slogans**

Inappropriate slogans appearing on clothing that negatively represents and/or affects the attitudes and/or opinions of those we support shall be strictly prohibited. Slogans appearing on clothing that devalue or embarrass either the employer or the individuals we support are strictly prohibited, and will result in discipline.

### **Inappropriate Clothing/Dress**

Staff are expected to exercise good judgment, and to avoid wearing expensive jewelry and/or articles of clothing that would be at risk of damage, loss, or which if worn may place the employee at risk of injury. Where staff are working with any individuals whose behavior or support needs could cause injury, employees will not wear sharp protruding jewelry, chains, earrings, or other articles that could directly result in injuries or damage to such items, staff or the person supported. The employer will not cover loss or damage in such situations, where good judgment would have avoided the loss or damage.

### **Event Specific**

It is an expectation that staff scheduled to accompany individuals to special events or to work activities will report to work with clothing appropriate to the designated event or job. For example, staff scheduled to participate in swimming events will be required to bring appropriate wear. Such swimwear will be neat and functional, and should not draw attention to the employee or person/people being supported.

Staff supporting people outdoors need to ensure that they and the people they support have appropriate dress for elements like rain, snow, cold, etc. Failure to appropriately protect the people we serve may be subject to discipline.

### **Employer Supplied Clothing**

In exceptional cases where staff support individuals whose behavior has the potential to cause injury, the employer will provide suitable articles to be worn by the employee. In such instances, or in circumstances specified by the employer in partnership with the Occupational Health and Safety Committee, the clothing is considered personal protective equipment. Therefore, the employee must comply with wearing the specified article of clothing. Clothing offered must be clean, presentable and age appropriate.

### **Linking Policies**

- 3.1 General Health & Safety
- 3.9 OSH Committee Policy