



DRESS CODE POLICY

POLICY INTENDED FOR:	Students
CATEGORY:	Behaviour
PUBLISHED:	Server, Policy Folders at College and Students Accommodations, Staff Handbook
POLICY IMPLEMENTED BY:	Principal
POLICY MONITORED BY:	Student Services Manager
REVIEWED BY:	Student Services Manager and Principal
REVIEWED DATE:	August 2021
CONSULTATION WITH:	Senior Leadership Team (SLT)
RECORD OF CHANGES & ADDITIONS:	Jan 20: clarification on disciplinary actions added Jun 21: added example outfits section, noted no high end designer logos visible, noted no shorts or skirts in lab, noted no sandals, backless or open toe footwear
NEXT REVIEW:	August 2022

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INTRODUCTION

Oxford International College seeks to prepare its students for their future studies, careers, and lives once they leave the College. We wish for students to leave us prepared with the correct etiquette for working and professional environment, which includes appropriate dress. For this reason, we operate the following dress code.

SUITABLE ATTIRE

Students are expected to wear 'Business Casual' attire when on college premises or attending college facilitated field trips, work placements, volunteer work or other offsite activities where they are seen to be representing the College. Such attire includes:

- Smart trousers and Jeans
- Smart T-shirts and Polo Shirts
- Smart Shorts, Skirts or Dresses of a **modest** length*
- Smart Shirts and Blouses
- Smart Trainers, Shoes or Boots.
- Shoes with a heel of no more than 3 inches height.
- Smart Outerwear, i.e., Coats, Scarves etc. (not to be worn during lessons)

***Please note that shorts and skirts of any length are not permitted in the science laboratories**

Students are expected to ensure clothes are laundered and ironed appropriately.

Unwashed, crumpled or visibly damaged clothing will be considered a dress code violation.

UNSUITABLE ATTIRE

Attire which is deemed inappropriate and is not allowed under the college dress code includes:

- Cropped tops, or other tops which expose midriff
- Strapless, backless, or tube tops
- Muscle vests, tank tops or sports vests
- Low cut tops
- Visible underwear or swimwear
- Sports leggings, (plain leggings may be worn underneath a skirt), Jogging bottoms or Cargo Trousers
- ANY see-through attire
- Skirts or Shorts which sit, or have a slit which sits, **no higher** than ½ way between your hip and knee
- T-Shirts with inappropriate or offensive slogans or images, including:

- Images or slogans with sexual connotations
- Images or slogans relating to drug, tobacco, or alcohol
- Images or slogans containing swearing or otherwise inappropriate language (in any language)
- Images or slogans which could be considered offensive or disrespectful to others
- High End Designer Clothing with visible logos (i.e., Gucci, Dior, Armani etc)*
- Ripped, torn, or frayed clothing - intentional or otherwise
- No bathrobes, pyjamas, or other nightwear/loungewear
- Headwear; including hats and hoods worn up**
- Sandals, flip flops, sliders or any other backless or open-toe footwear
- Heels with a heel of greater than 3 inches in height

*This does not include prescription eyewear

**This does not include religious headwear

MAKE-UP, HAIR COLOUR JEWELLERY & ACCESSORIES

Students are requested to keep make-up minimal and business appropriate. Tattoos should remain covered whilst at college, wherever possible. Dyed hair which could be considered natural in appearance is permitted.

On the grounds of health and safety we ask that students wear minimal jewellery and accessories whilst at college. The following are not permitted:

- Excessive amounts of jewellery
- Excessively dangly or chunky jewellery
- Choker style necklaces
- Sunglasses worn inside

Note: Body piercings are not prohibited but students may be asked to remove or cover such piercings during scientific experiments, physical activities, or other activities where they may be deemed a health and safety risk.

COLLEGE ID CARDS

Students are expected to wear their College ID cards, on the lanyard provided, and to ensure it is visible at all times, whilst on college premises.

DRESS CODE VIOLATIONS

Students found in violation of the dress code policy will be challenged and may be asked to return to their accommodation to change.

Students repeatedly failing to comply to the College dress code will be sanctioned according to the promoting good behaviour, sanctions, and discipline policy as below:

- Each dress code violation will be logged on the sanctions' spreadsheet
- 3 dress code violations will result in a formal written warning & detention
- A further detention and written warning will result from each dress code violation thereafter

KEEPING IT SIMPLE: SUITABLE OUTFIT IDEAS

Below are a range of fashionable outfit ideas which are deemed 'business or smart casual' and would therefore be suitable college attire. If in doubt, ask yourself "Would I wear this to work?"

AUTUMN/WINTER



SPRING/SUMMER



REMEMBER: YOU CAN NEVER GO FAR WRONG WITH PLAIN TROUSERS, A PLAIN JUMPER, T-SHIRT, OR SHIRT AND A PAIR OF SMART, CLEAN TRAINERS, SHOES OR BOOTS.

FURTHER INFORMATION

For further information about the dress code at OIC please speak with Jenny Bourlakis.

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