



Title	Dress Code Policy
Department	Human Resources
Effective Date	6/2023
Review Date(s)	5/2024
Revision Date	

POLICY

All employees are expected to report to work well-groomed and appropriately dressed in clean, neat and well-fitted clothing, and to reflect professionalism, a focus on client service, and pride. An employee's personal appearance, hygiene, and attire must also be reflective of guidelines that provide protection and safety for clients and other employees.

Please note, this policy will not interfere with the Creating a Respectful and Open World for Natural Hair (CROWN) Act, which prohibits discrimination against protected cultural hairstyles in the workplace. Protected cultural hairstyles are defined as any hairstyle or hair texture commonly associated with a particular race or national origin, including locs, cornrows, twists, braids, Bantu knots, Afros, and any hairstyle when hair is tightly coiled or curled.

PROCEDURE

Studio/Facility Team Members

1. When management observes an employee whose personal appearance is contrary to this policy and procedure, the employee should be sent home and directed to return to work having corrected the personal appearance issue. Under such circumstances, hourly employees must clock out when leaving the facility and clock in upon their return to work.
2. All studio employees are required to visibly wear an employee identification (ID) badge issued by the facility.
3. To avoid potential risk to clients, team members must wear jewelry in moderation and not present a safety or health hazard.
4. Perfume and cologne, if used, should be worn discreetly. Employees wearing perfume or cologne must be respectful of others who may be physically sensitive or allergic to the scent of the perfume or cologne.

All Team Members

5. Attire should be suitable, properly fitting with no tight-fitting, low-cut clothing and non-transparent material permitted.
6. Specific prohibited attire includes the following: T-shirts, shirts/jackets/caps with inappropriate writing, logos or emblems, skirts shorter than 2 inches above the knee, shorts, athletic/workout attire, tank/tube and halter tops.
7. Slip-resistant shoes should be worn. These include loafers, sneakers, flats, and high heels under 3".