

DRESS CODE AND APPEARANCE FOR WORK EXPERIENCE PLACEMENTS

The Trust recognises the importance of the appearance of all employees and visiting students in creating a positive and professional image. This policy sets out the expectations of the Trust in relation to personal appearance whilst on your work experience placement.

KEY STANDARDS

- You must wear your identity badge at all times.
- You must adhere to the Trust's "Bare below the elbows" policy.
- Wrist watches and all hand jewellery must be removed.
- Facial/body (including tongue) piercings are not permitted and must be removed.
- Jeans, very short skirt hem lines, low necklines, bare midriffs and clothing that reveal underwear are not acceptable.
- Ties must be removed.
- Footwear should be comfortable, have enclosed toes and a heel size of no more than one inch. Trainers are not allowed.
- Discreet make-up may be worn.
- Nail varnish is not permitted.
- Hair should be clean, neat and tidy and arranged off the face and collar with suitable hair ornamentation.
- Hair colour should be of a natural tone, ie, not bright pink, blue, etc).
- Beards and moustaches should be short and neatly trimmed (unless this reflects the individual's religion, where it should be tidy).
- Only one pair of small stud earrings may be worn in ears (one stud per ear).
- Any tattoos must be covered up.
- The wearing of items arising from cultural or religious norms is in most circumstances respected by the Trust providing that health and safety is not compromised.
- Headscarves/Scarves must be worn unadorned, should be no longer than shoulder length and not allowed to drape freely.
- The wearing of symbols, badges, t-shirts or other garments with political statements is not allowed.
- Chewing gum is not permitted at any time.
- Cuts and skin abrasions must be covered with a clean waterproof dressing.
- Use of mobile phones in clinical areas is not allowed under any circumstances.
- You must abide by the Trust's No Smoking Policy.