



St Bede's Childcare Ltd
Staff, Students and Volunteers Uniform and Appearance Statement

Whilst working within your designated venue, the following points must be adhered to with regards to your appearance and uniform:

- Your nursery polo shirt with the logo **MUST** be worn at all times and be presentably clean and ironed
- Smart long black trousers must be worn at all times (no jeans or tracksuit bottoms)
- Smart and sensible black shoes must be worn when working with the children (no trainers unless all black, no open toe shoes or sling backs)
- Jewellery must be kept to a minimum – 1 pair of stud earrings, wedding rings and a watch. Fashion jewellery does not need to be worn during your working hours. This could cause potential scratching and choking hazards if lost.
- **NO** facial piercings of any kind are to be worn during your working hours
- Acrylic nails can be worn but must be of a reasonable length in accordance of your job role, they must be oval or square and **must not** be pointed in any way that could scratch a child
- **Nail varnish cannot be worn at any time**
- All tattoo's must be covered by a long sleeve top or cardigan if applicable or with a plaster if visible on your body elsewhere
- Hair must be of an appropriate colour (no neon/bright colours) and if you are planning an extreme hairstyle (such as shaven) please speak to a member of the management team before doing so
- Your staff lanyard (issued by your Manager) must be worn containing your safeguarding information for your venue
- You must wear your name badge clearly on your polo shirt
- In Summer months black shorts can be worn instead of long trousers but these must not be above the knee and must not be denim

If you have any questions regarding the points above, please speak to your line manager.

Signed employee.....

Date.....

Signed setting manager.....

Date.....