

POL.P.06.04 - Proper Dress and Appearance Policy

Employees' attire on the job should be in good taste, clean, neat, and appropriate for the duties performed at work. Clothing and shoes that are torn, frayed, deteriorated, and/or visibly dirty are unacceptable. Safety equipment and clothing may be required for certain jobs, and must be worn when assigned.

Employees should avoid extremes in dress and appearance. Hair must be neat, clean, trimmed, and present a groomed appearance, including mustaches and beards. For safety purposes, all employees working with maintenance equipment must either keep their hair in back no longer than one inch below the ear, or firmly secured away from the face.

Exposed body piercing jewelry is strictly limited to earrings.

Exposed tattoos may not be offensive in nature, including but not limited to those using profanity, vulgarity, or otherwise offensive symbols.

Any employee requiring an accommodation of this Policy because of disability, religious belief, national origin, or other legally protected basis must file a written request for an accommodation with Human Resources or the Executive Director.

Uniforms, nametags, and other Park District property remain the property of the Park District, and must be returned upon termination. Employees may be responsible for the cost of replacing any damaged or lost Park District property.

Uniforms, nametags, and other items with a Park District logo may not to be worn when an employee is not on duty.