

## STAFF PERSONNEL

### Series 400

POLICY TITLE EMPLOYEE CONDUCT AND APPEARANCE

No. 404

Employees are role models for the students who come in contact with them during and after school hours. The Board recognizes the positive effect employees can have on students in this capacity. To this end, the Board strongly suggests and encourages employees to dress themselves, groom themselves, and conduct themselves in a manner appropriate to the educational environment.

Employees will conduct themselves in a professional manner. Employees will dress in attire appropriate for their position. Clothing should be neat, clean, and in good taste. Discretion and common sense call for an avoidance of extremes which would interfere with or have an effect on the educational process.

Licensed employees of the school district, including administrators, will follow the code of ethics for their profession as established by the Iowa Board of Educational Examiners.

*Legal Reference:*

*Iowa Code § 279.8 2013).*

282I.A.C.25;26.

Cross Reference:      104      Anti-Bullying/Harassment  
                                 305      Administrator Code of Ethics  
                                 401.11      Employee Orientation  
                                 403.5      Substance-Free Workplace  
                                 407      Licensed Employee Termination of Employment  
                                 413      Classified Employee Termination of Employment

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