



Dress Code Policy

INTRODUCTION AND PURPOSE

The Dress Code Policy of Schoenstatt Australia is to be used in conjunction with the National Code of Conduct of the Catholic Church in Australia: *"Integrity in Our Common Mission"* (2023).

This document sets out the standards of dress code that Schoenstatt Australia requires of its members, employees and volunteers in order to uphold the values, integrity, and reputation of Schoenstatt Australia

SCOPE

This Dress Code applies to all members, employees and volunteers of Schoenstatt Australia.

Members, employees and volunteers are to make themselves familiar with the requirements of this document and ensure they comply with the obligations outlined within it.

DRESS CODE

All members, employees and volunteers are required to dress in a manner which is appropriate for the job they undertake and is respectful of the mission of Schoenstatt Australia.

- Gym gear, brief shorts or skirts, strappy or low-cut tops, sheer clothing or clothing with inappropriate messages is not appropriate work apparel.
- Clothing must be in good repair - no torn fabric or missing buttons/fasteners.
- Minimal jewellery should be worn when working in the kitchen.
- Hairnets must be worn by all kitchen employees.
- Fingernails should be kept short where possible (artificial nails should be covered with gloves) when working in the kitchen.
- Covered in, non-slip shoes must be worn by all guest services (kitchen, laundry & housekeeping) and maintenance staff.
- Other employees and volunteers should wear appropriate shoes for the activity they undertake. Thongs are not appropriate footwear for work.

FURTHER INFORMATION

Further information about this document can be sought from the Board of Trustees of Schoenstatt Australia.