

Professional Dress Code



1. Introduction

Berkeley Green UTC is committed to preparing students for the world of work by developing the knowledge, skills and understanding required by industry and by modelling and instilling the behaviour required for successful employment. An integral part of this is demonstrated by the way we dress, act and express ourselves. Our employer and academic partners will be on site every week, so for students every day is a potential interview.

The aim of the professional dress code is to:

- promote an environment of professionalism and aspiration
- support positive behaviour
- ensure a practical, smart and business-like appearance
- instill a sense of pride and corporate identity

All members of Berkeley Green UTC are expected to conform to our Professional Dress Code.

2. Everyday Business Dress.

All students are required to dress in a professional, business-like manner.

Students must dress in-line with the following expectations:

- A UTC lanyard must be worn at all times, except if removal is authorised for health and safety reasons
- Formal smart trousers, chinos, dress or skirt of an appropriate length
- A collared shirt or blouse
- A tie should be worn with a shirt. Ties may be removed depending on the type of activity being carried out
- A smart jacket
- A plain V-neck jumper can be worn under a jacket. Slogans or branding are not allowable under any circumstances. Black UTC sweatshirts with the UTC logo may be worn.
- Smart shoes, or **all** black trainers

Post 16 engineering students may choose to wear the following:

- Black UTC sweatshirts
- Black UTC polo shirt
- Black work trousers

Personal Appearance:

- Hair should be appropriate for a professional environment
- Adornment, including excessive jewellery of all descriptions should be kept to a minimum to reflect the professional ethos of the UTC
- Any visible tattoos should be of an appropriate in nature and not offensive

The following items are **not** permitted inside the UTC under any circumstances:

- Hoodies
- Strapless tops, tight or revealing clothes, including mini-skirts, low-cut tops, garments revealing the midriff or off the shoulders
- Non-black trainers (except in sports activities), open-toed footwear, flip-flops, Ugg-style boots.
- Re-enforced toecap work boots are only allowed in the barn and should be stored appropriately when not in use
- Jeans or torn trousers
- Casual sports clothing

Students are expected to attend the UTC in professional dress every day, including visits and trips unless a specified dress code has been given.

In cases where a student's appearance is unacceptable, the student may be required to return home to change. If this is not possible, they may be separated from their usual UTC activities, for example in required to work in isolation. In these circumstances, the parent will be contacted and informed of the situation prior to the student being asked to leave the site.

3. Physical Education Clothing

Students must wear the UTC designated PE kit ordered through the PSM website.

Students require:

- trainers
- shorts/legging/track suit bottoms
- plain polo shirt (no football or team shirts)

4. DT & Science Lessons

Students will be provided with:

- Lab coats/safety jackets/safety goggles and other safety wear and these must be worn as directed.