

DRESS CODE POLICY

1. Objectives/Background

The Skilled Health professionals Pty Ltd T/A Advance Nursing dress code policy outlines how employees are expected to dress at work, to provide a consistent professional appearance. Employees should be aware that their appearance reflects our company and its culture in front of customers, clients and other parties. The object of this dress code policy is to ensure that we maintain a positive appearance and not to offend others in the course of our dealings. It is important for employees to note that the proposed dress code does not intend, and is not designed to discriminate against individuals on the grounds of race, sex, gender identity, age, disability, sexual orientation, or some personal circumstance e.g. pregnancy or illness.

2. Who does this policy apply to?

The Skilled Health professionals Pty Ltd T/A Advance Nursing dress code policy applies to all employees.

3. Common Dress Code Policy

The official dress code of Skilled Health professionals Pty Ltd T/A Advance Nursing is Nursing Uniform.

- (a) All clothes should be clean, ironed and well-groomed, which project professionalism.
- (b) All clothes should be appropriate for work
- (c) Clothing and grooming styles dictated by religion or ethnicity are exempt.
- (d) Exceptional personal hygiene at all times.
- (e) Unless approved by management, the visibility of tattoos and facial piercings should be kept to a minimum or covered where practical.

4. Non-Appropriate Standards of Dress

The attires to avoid that do not conform to the business dress code include, but are not limited to clothing:

- (a) That is too revealing, inappropriate or excessive;
- (b) With rips, tears or holes;
- (c) For workout and outdoor activities;
- (d) That makes noise like flip-flops;
- (e) That are uncomfortable and make it difficult to work; or
- (f) With words, stamps or pictures that are offensive and/or inappropriate.

5. Variations to the Dress Code Policy

Skilled Health professionals Pty Ltd T/A Advance Nursing reserves the right to vary the dress code. Accommodations will be made for special cases at the discretion of Skilled Health professionals Pty Ltd T/A Advance Nursing. For example, employees may be required to wear semi-formal attire to an event or employees may have the option of wearing casual clothing on a casual dress day where the employee is not meeting with external parties.

6. Exemptions and other considerations to the Dress Code Policy

Religious and cultural customs will be taken into consideration, as will comfort for varying physical and personal situations when exempting an employee from the dress code policy.

7. Disciplinary consequences

When an employee disregards or violates the dress code policy, management should inform the employee of their breach. Employees in violation of the dress code are expected to correct the issue as soon as reasonably practicable. Repeated violations of the dress code policy may result in disciplinary action being taken.