YORKSHIRE DALES
National Park Authority

DRESS CODE GUIDELINES

It is important that employees of the Yorkshire Dales National Park Authority maintain the high standards of conduct and behaviour which members of the public, its partners and colleagues are entitled to expect. This extends to personal appearance and dress which should be smart and professional, particularly when attending events or meetings where more formal wear is appropriate.

As a basic principle it is expected that employees will dress appropriately according to the nature of the work they are doing and the responsibilities undertaken by individuals. Employees are expected to wear uniform and protective clothing, where appropriate. This may be required for the purposes of health and safety or for easy identification by members of the public.

The following principles should be borne in mind:

- clothes should be in good repair;
- visible tattoos should be covered up wherever possible;
- individuals should feel comfortable in what they are wearing and in addition should not make others feel uncomfortable;
- when meeting customers and other organisations, individuals should be aware of different standards and cultures and dress appropriately;
- name badges which have been issued to staff should be worn when attending meetings or functions with external organisations or members of the public: and
- appropriate clothes reflecting ethnic background or cultural tradition are welcomed.

Certain types of appearance should be avoided. They include:

- overly revealing clothing, e.g. crop tops/midriff on display, low cut tops, very short skirts or shorts;
- denim jeans:
- inappropriate footwear;
- excessive jewellery;
- slogans and pictures on garments that could offend others.

The above is not a comprehensive list, and employees are expected to use their own judgement to determine what is and what is not appropriate having regard to the nature of their post and their involvement with the public and impact on colleagues.

Line managers are responsible for ensuring that employees within their team maintain appropriate standards of uniform and dress.