

Name: _____ Date: _____



Code of Dress and Conduct for Students Attending Rising Professionals

Work-Based Learning students should develop an awareness of the image one's appearances and conduct project. The purpose of this dress and conduct code is to prepare students for the business world. Appropriate attire and behavior is required for all students attending this seminar.

INTERVIEW ATTIRE ACCEPTABLE FOR EVENT INCLUDE:

MALES

- Dress slacks, collared shirt, sport coat and necktie optional
- Dress slacks (black, brown, navy, khaki, etc.) with collared shirt and/or necktie
- Dress shoes and socks

FEMALES – No skirts or dresses at this event due to teambuilding session.

- Dress slacks (black, brown, navy, khaki, etc) with blouse or sweater
- Dress shoes (appropriate heel height)

INAPPROPRIATE Attire, for both male and female, includes:

- Jewelry in visible body piercing, other than ears
- Denim fabric clothing of any kind, overalls, shorts, skorts, leggings, jeggings, yoga pants, exercise or bike shorts
- Backless, see-through/sheer, tight-fitting, spaghetti straps, strapless, extremely short or low-cut blouses/tops/dresses/skirts
- T-shirts, Lycra, spandex, midriff tops, tank tops
- Athletic shoes, industrial work shoes, hiking boots, bare feet, or over-the-knee boots
- Athletic wear, including sneakers
- Hats or flannel fabric clothing
- Visible foundation garments
- Wrinkled clothing
- Anything not in school dress code

APPROPRIATE Conduct for Seminar:

- Name badges are part of this dress code and must be worn by all students during the seminar and should be placed on the right side-upper chest.
- Be respectful to all adults, peers, and self during the seminar.
- Keep voice level to a minimum when talking outside of workshops. (NO talking during workshop sessions.)
- Be on time for each workshop session.
- Avoid leaving workshop sessions for any reason.
- Be attentive to speaker(s) while in workshop sessions. (Pay attention.)
- Ask appropriate questions based on workshop topic.
- Leave places and spaces clean like you will find them.
- Avoid using electronic devices of any sort in sessions. (NO cell phones, headphones, etc.)
- Avoid chewing gum during seminar.
- Remain at the seminar for all sessions.

CODE OF DRESS AND CONDUCT AGREEMENT

I, (student) _____ have read and agree to follow the code of dress and conduct to attend the "Rising Professionals" event on Wednesday, November 30, 2016.

I, _____ the parent of _____ have read and agree my child will follow the code of dress and conduct to attend the "Rising Professionals" event on Wednesday, November 30, 2016.

Parent signature

Student signature