



**MINISTRY OF EDUCATION,
TECHNOLOGICAL &
VOCATIONAL TRAINING**

National Grooming Policy



Purpose

The Grooming Policy is intended to provide a framework to guide the establishment and maintenance of common standards of acceptable dress and deportment for students across the school system.

Goal

The Grooming Policy aims to promote cleanliness, neatness, decency, respect, modesty and a sense of identity among students while still providing them with opportunities for self-expression and the attainment of general comfort at school.

Scope

The Grooming Policy applies to all students in public and private schools at all levels.



Core Values



Integrity



Personal
Identity



Respect



Cultural
Diversity



Courtesy



Discipline



Gender
Neutrality



Responsibility

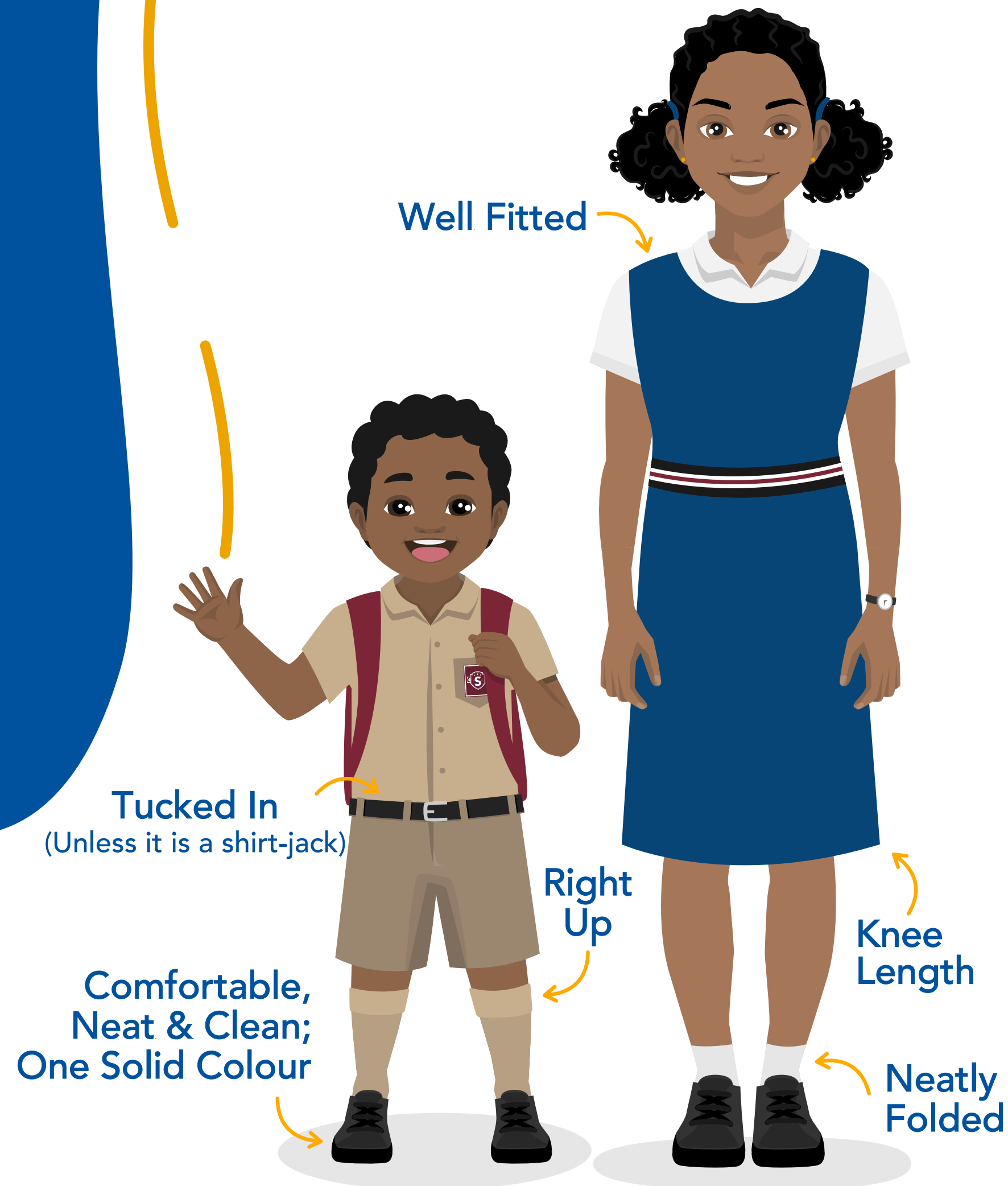


Policy Statement

All students are required to comply with the standards, guidelines and general requirements stated in the Grooming Policy which is enforced across all schools.



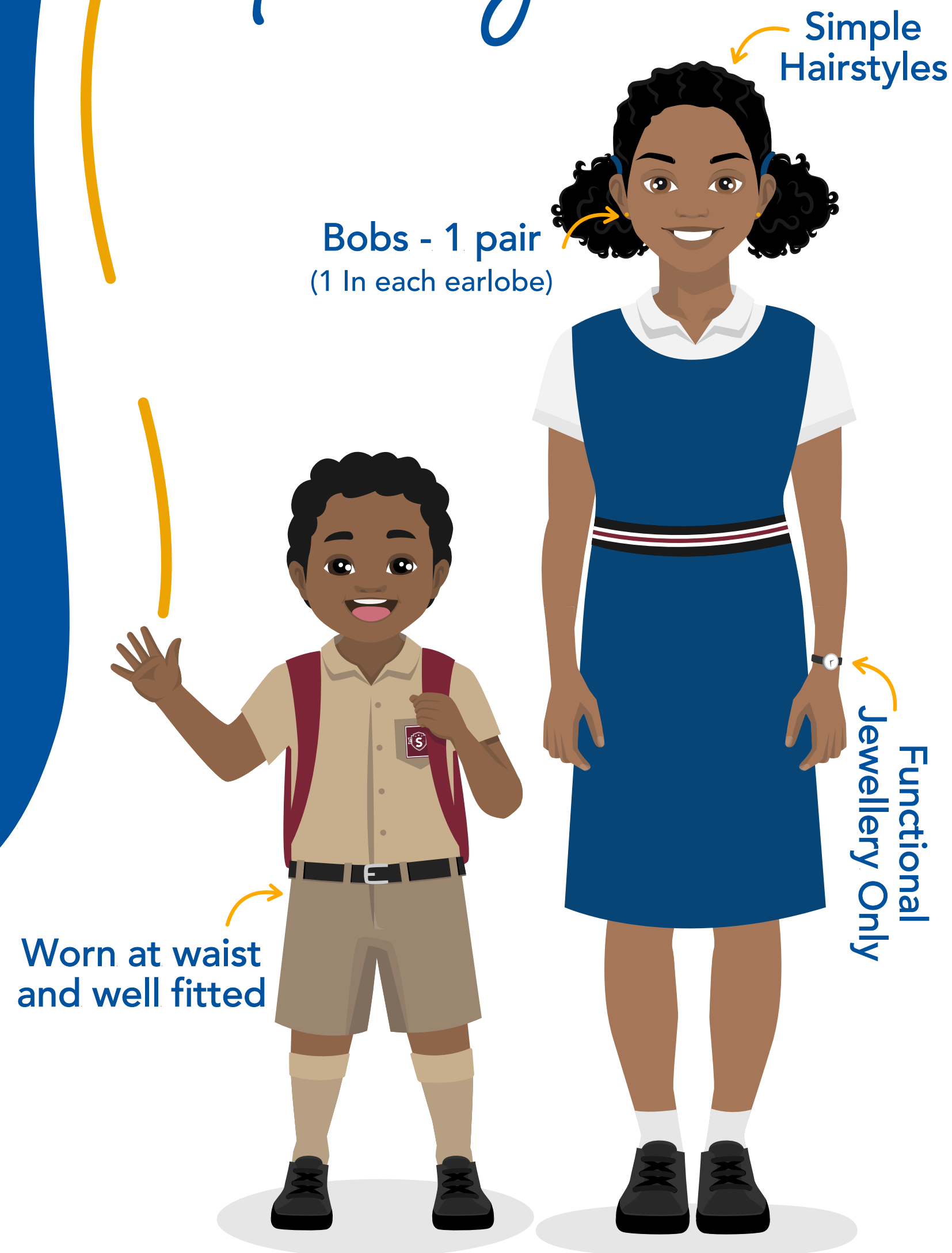
Policy



- ✎ Students must wear the full and correct school uniform as set out in the school's guidelines while on the premises and while travelling to and from school on any official school day or while representing the school.
- ✎ The uniform is a symbol of the school and as such should be worn with pride and kept clean and tidy. For example: Skirts and overalls/dresses must be worn at least knee length and must not be tight (exemptions apply).
- ✎ Shirts and blouses, designed to be tucked in, must be worn tucked in at all times, unless it is a shirt-jack or as required by the school (exemptions apply).
- ✎ Shoes must be comfortable, neat and clean and must be one solid colour.
- ✎ Socks must be worn right up or neatly folded around the ankle.



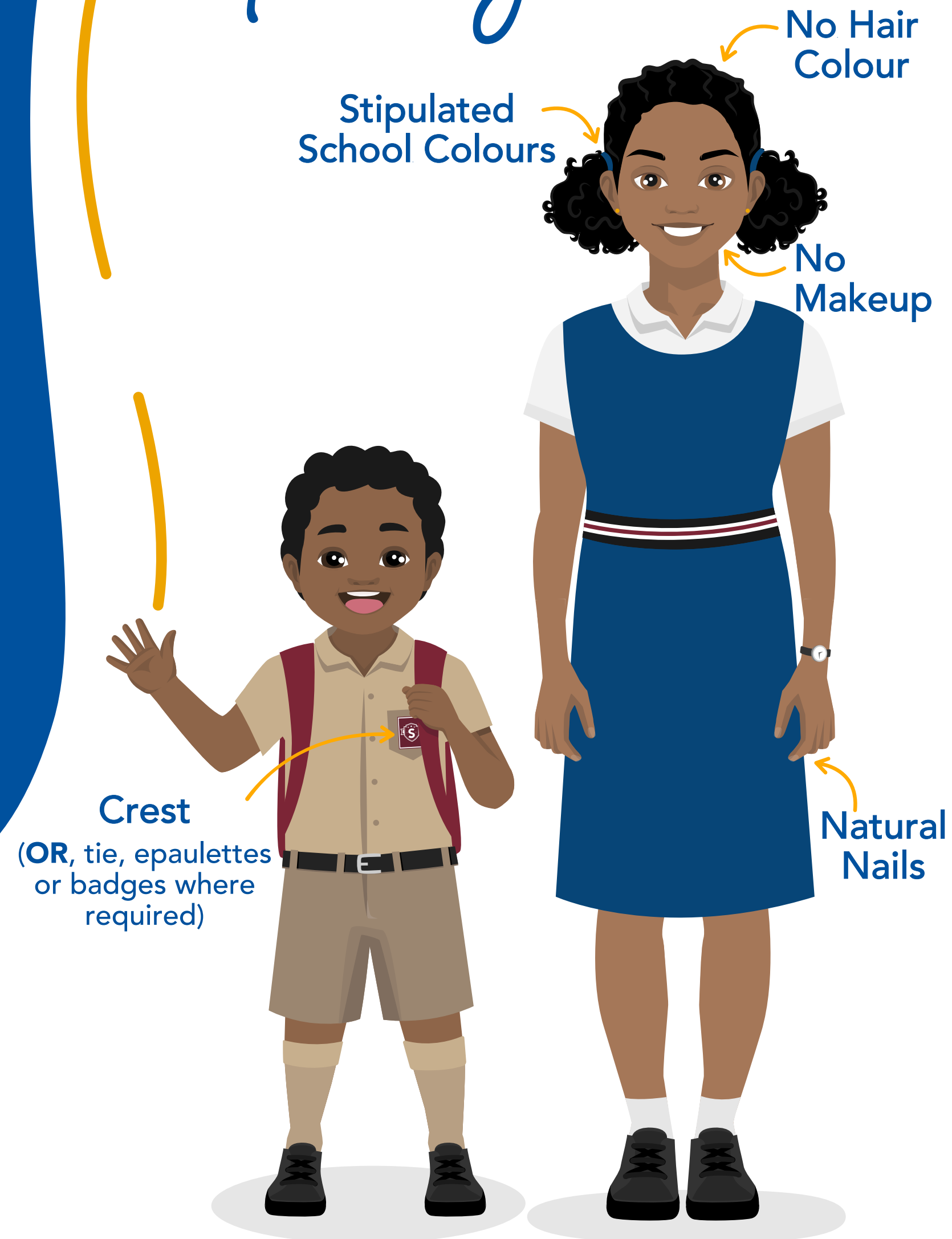
Policy



- ✎ Trousers must be worn at the waist and must be neither tight or baggy and only an underwear must be worn underneath.
- ✎ Undergarments should not be conspicuous in colour, and neither should they be revealing.
- ✎ All students must comply with the dress code. Exceptions will be made on: religious; and health/medical grounds.
- ✎ Female students are allowed to wear one (1) pair of earrings which must be bobs and should be worn one in each earlobe.
- ✎ No jewellery, except functional, like a wristwatch must be worn during school hours (exemptions apply).
- ✎ Students must wear simple hairstyles.
- ✎ Hairstyles which distract or obstruct the view of others should not be permitted.



Policy



- ✎ Hair colour will not be permitted.
- ✎ Emphasis should be on simplicity, tidiness and neatness.
- ✎ Hair ornaments must be limited to stipulated school colours. These should be functional and not decorative.
- ✎ Hair extensions are allowed but must not be elaborate and should be neatly groomed.
- ✎ Visible tattoos will not be allowed; where a student has a tattoo it should not be visible.
- ✎ Nail polish must not be worn while in school uniform.
- ✎ Make-up, for example, lipstick and eye liner, must not be worn.
- ✎ Where ties, epaulettes, crests or badges are required, they should be worn for the duration of the school day and while travelling to and from school.



Exemption

The Ministry expects that there will be instances where exemptions may be requested. As a result, provision has been made for specific exemptions to be granted to students regarding some aspects of the policy on the following grounds: religion and health/medical.

In both instances, written requests must be submitted. However, with specific reference to health cases, supporting medical certificates must be submitted. However, each case will be judged on its own merit.

Requests for consideration of exemptions should be accompanied with supporting documentation or a medical certificate from a registered medical practitioner in the case of health concerns. Exceptions will be judged on the merits of each case. Unresolved cases may be referred to the Ministry for review.



Administration

The METVT, in consultation with stakeholders, has developed the parameters that govern the Grooming Policy. However, the principals, school leaders and teachers are the primary administrators of the policy. The enforcement, monitoring and application of consequences for violation of aspects of the policy reside with the schools in keeping with the Barbados Code of Conduct.

Policy Violation

School administrators are accorded the right to impose sanctions on students for breaches of the grooming policy. Observed or reported violations of the policy must be investigated and appropriate actions taken. Each school is encouraged to establish a special committee to review cases of violation and complaints.



Complaints

Any student or parent has the right to raise objection or dissatisfaction regarding perceived discrepancies, unfair treatment or any concern regarding the administration of the policy.

Any complaint shall be addressed to the Principal of the school in the first instance, either verbally or in writing. In cases where there is failure to achieve resolution at the level of the school, the complaint may be submitted for the consideration of the Chief Education Officer. Full details of the issue or concern should be set out in writing.

The Chief Education Officer may adjudicate or appoint a special complaints committee to investigate the complaints and advise on its recommendation. The Chief Education Officer will inform the school, parents, student or involved parties of the decision of the Ministry.



Roles & Responsibilities

Ministry

The Ministry is required to:

- ✍ Provide the regulatory framework to support the maintenance of good discipline and conduct;
- ✍ Promote acceptable standards of dress and conduct;
- ✍ Establish a complaints procedure to offer recourse to parents and students in cases where complaints were deemed to have not been satisfactorily or adequately addressed by schools.





Roles & Responsibilities

School Administrators

School administrators are required to:

- ✎ Strictly, consistently and impartially enforce the national grooming policy.
- ✎ Establish school expectations, guidelines and rules for students that are aligned with the national policy.
- ✎ Provide guidance for teachers and parents to resolve breaches of the grooming policy.
- ✎ Institute formal mechanisms to internally address violations of the grooming policy.
- ✎ Conduct case conferences with students and parents as needed.
- ✎ Engage the school's stakeholders in the development and implementation of programmes to assist in the maintenance of discipline in accordance with policy guidelines.
- ✎ Consider requests for exemptions from parents and communicate the outcome to the parents.



Roles & Responsibilities

Teachers

Teachers are required to:

- ✎ Assist the school administration in enforcing the grooming policy.
- ✎ Communicate to students the school's expectations, guidelines and rules that are aligned with the national grooming policy.
- ✎ Report to the school administration any cases of violation of the policy.
- ✎ Assist the school's administration in conducting internal activities to address violations of the grooming policy.
- ✎ Facilitate case conferences with students and parents as needed.



Roles & Responsibilities

Parents

Parents are required to:

- ✎ Respect the authority of the school.
- ✎ Ensure that their wards adhere to the grooming policy by encouraging compliance.
- ✎ Outfit their wards with the correct school uniform.
- ✎ Seek an audience with the school administration to raise any objection, express dissatisfaction, notify of instances of perceived unfair treatment or discrepancies or any concern regarding the administration of the grooming policy.
- ✎ Submit to the principal of the school any request for consideration of exemptions with the appropriate supporting documentation.



Roles & Responsibilities

Students

Students are required to:

- ✎ Adhere to the requirements of the national grooming policy.
- ✎ Maintain high standards in their personal dress and conduct.
- ✎ Abide by the expectations, guidelines, rules and regulations established by the school.
- ✎ Wear, with pride, the correct school uniform as set out in the school's guidelines.
- ✎ Keep their school uniforms clean and tidy.
- ✎ Demonstrate respect for authority, all persons and property.

