

[NAME OF THE SCHOOL]

DRAFT APPEARANCE POLICY

1. INTRODUCTION

[NAME OF SCHOOL] believes the manner in which a pupil presents him/herself is an important factor for establishing an environment conducive to learning. Our objective is for pupils to develop an understanding of the importance of appropriate personal presentation for themselves, their school and their roles as ambassadors of the school.

The accent in this policy is on neatness, cleanliness and maintaining the image of the school. The general rule of thumb is that hair should not draw undue attention. The school reserves the right to request the learner (boy or girl) to change his/her hairstyle if it is considered inappropriate or offensive to the school's image.

2. BOYS

- a) Hair must always be clean, neat and short.
- b) Hair must not obstruct the learner's view or need to be constantly pushed back.
- c) Hair must be neatly combed and well groomed.
- d) Hair may not touch the collar, fall over the ears or hang over the eyebrows.
- e) No 'fashion cuts' or exotic hairstyles are allowed (e.g. braiding, plaiting, twirling, spiking, dreadlocks, undercuts, steps, perms, Rasta headgear, dreadlocks, big afro or mohican, etc.)
- f) Styling cuts that are acceptable include baby cut, potato, bald shaving or crew cut.
- g) No hair extensions or artificial hair will be allowed.
- h) Colouring (e.g. peroxide or dyeing) is strictly forbidden.
- i) Sideburns may not extend beyond the middle of the ear.
- j) Boys must be clean shaven at all times (i.e. no moustache or beards).
- k) Use of hair styling agents (gel, mousse, hairspray, wax and other hair products including sugar water) for unconventional or unnatural hairstyles is not permitted.
- l) No patterns may be cut into the hair.

3. GIRLS

- a) Girls' hair must always be clean and neat.
- b) The hair must be either neatly plaited or tied back with a ribbon matching the school colours.
- c) Hair extensions and styles using artificial hair are allowed at the school's discretion. If hair touches the collar, it should be tied back and kept neat in appearance.
- d) No coloured hair is allowed (e.g. coloured hair extensions, bleached hair, etc.) and unnatural and drastic hair colours are not allowed.
- e) Untidy fringes are not allowed and hair may not hang in front of the eyes.
- f) No exotic hairstyles or hairstyles depicting any cult or belief are allowed (e.g. braiding, plaiting, twirling, spiking, dreadlocks, undercuts, steps, Rasta headgear, dreadlocks, big afro or mohican, etc.)

- g) Perms are discouraged. Obvious contrasting streaks are not allowed.
- h) Use of hair styling agents (gel, mousse, hairspray, wax and other hair products including sugar water) for unconventional or unnatural hairstyles are not permitted.
- i) Hair touching the collar must be tied back. Hair may not hang in front of the ears in an untidy fashion. If hair is too short to tie back, it must be fastened with hair clips.
- j) All hair accessories must be in the colours of the school (no other colours are permitted).
- k) Afro hair must be kept neat and tidy and combed.

4. MAKEUP AND NAIL POLISH DURING NORMAL SCHOOL DAYS

The school reserves the right to give a ruling on all make-up in cases where a learner has a condition that requires make up, e.g. covering scars , etc. Otherwise :

- a) No makeup is allowed.
- b) No eyeliners are allowed.
- c) No lipstick is allowed.
- d) No nail polish is allowed.

5. JEWELLERY DURING NORMAL SCHOOL DAYS

The school reserves the right to request the learner to remove jewellery if it is considered inappropriate or offensive to the school's image.

5.1. Boys

- a) No jewellery is allowed for boys (e.g. neck chains, golden or silver teeth, etc.)
- b) No body piercing jewellery is allowed.
- c) No armbands may be worn.
- d) No tattoos of any kind are permitted.
- e) Medical alert bracelets are allowed and encouraged.
- f) Wrist watches are allowed.

5.2. Girls

- a) 1 pair of stud or sleeper earrings (1cm) in the earlobe of each ear may be worn, in the colours of the school.
- b) No accessories such as necklaces and bracelets
- c) No body piercing jewellery is allowed.
- d) No arm bands may be worn.
- e) No tattoos of any kind are permitted.
- f) Medical alert bracelets are allowed and encouraged.
- g) Wrist watches are allowed.

6. OVERALL APPEARANCE

- a) Nails to be cleaned and neatly cut.
- b) Overall hygiene to be observed at all times (bathing, changing of clothes and undergarments regularly to avoid unwelcome body odour).
- c) Washing and brushing of teeth with a toothbrush and toothpaste is encouraged.
- d) Deodorant and roll-on should be applied to eliminate body odours.
- e) Use of proper sanitary towels for girls during their monthly periods is a must-do.
- f) Clothes should be the right size and fit, washed and ironed, and the learner should be neatly dressed.
- g) Shoes should be polished and cleaned until they shine.
- h) Wounds and sores should be properly treated and dressed with bandages/plaster.

7. GENERAL

- a) All cultural or any other extraordinary requests must be forwarded to the Principal in writing.
 - b) A written letter requesting permission must be handed to the Principal should a learner experience an interim unavoidable problem with his/her hair.
 - c) Hair must be washed regularly, free of nits and lice, and neatly styled. If nits or lice are found, children will be sent home.
 - d) The Principal remains the final arbiter over the issue of appearance.
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FACE SHAPE	TIPS	SHORT HAIRSTYLE	MEDIUM HAIRSTYLE	LONG HAIRSTYLE
 <p>HEART</p>	<p>Show your cheekbones</p> <p>Highlight your eyes</p>	 <p>Side-swept short bangs</p>	 <p>Shoulder length Bob</p>	 <p>Long waves</p>
 <p>SQUARE</p>	<p>Try to cover your sharp jawline</p>	 <p>Rounded Bob</p>	 <p>Volume Curls</p>	 <p>Long Curls</p>
 <p>ROUND</p>	<p>Try to contour your cheeks and choose style that creates angles.</p>	 <p>Short Layers cutting through cheeks</p>	 <p>Side-swept long bangs</p>	 <p>Long Layers below shoulder length</p>
 <p>OVAL</p>	<p>Any hairstyle suit this face type due its idealistic shape</p>	 <p>Boy cut</p>	 <p>Short messy curls</p>	 <p>Short Layers</p>



crew cut



shaved head



bald head



receding hairline



long hair



flat top



spiky



dreadlocks
(also dreads)



straight
hair

bob



layered
hair

shoulder-length



perm



curly



cornrows



chignon



bun



French twist



ponytail



braid



French braid



braids



pigtails



long, wavy

clean-shaven

stubble

mustache

beard

sideburn
goatee