



## Dress Code (v1.0.0)

**Date Reviewed:** 27/01/2025 | **Next Review Date:** 27/01/2026

**Person responsible for updating this policy:** Hitendrakumar Sharma

### Policy Statement

This policy sets out the requirements of all categories of staff within Bluestar Care & Support- Bluestar Resourcing concerning the wearing of uniforms and standards of dress.

The definition of staff is all workers, staff, and management. This includes volunteers, agency workers, and self-employed contractors, who must be appropriately dressed at all times. Students undertaking placements are expected to adhere to the policies agreed between Bluestar Care & Support- Bluestar Resourcing and the relevant education provider.

This policy clarifies the requirements for all staff concerning standards of dress. Health and safety demands are such that clarity needs to be in place to ensure that our duty of care to staff and the service user is understood and respected.

The standard of dress must support infection prevention and control requirements of the Care Quality Commission (CQC) Regulations.

The standards of dress are such that it enhances the safety and wellbeing of staff and presents a professional image to our multi-agency partners, the service user and the local community.

Bluestar Care & Support- Bluestar Resourcing, whilst implementing a dress code, nonetheless recognises the diversity of cultures, religions, and disabilities of its employees, where necessary, and will take a sensitive approach when this affects dress or uniform requirements.

The Dress Code Policy is designed to guide managers and employees on the application of standards of dress and appearance. The policy sets out acceptable and unacceptable standards of dress. Staff should use common sense in adhering to the principles underpinning the policy.

All employees are supplied with a Bluestar Care & Support- Bluestar Resourcing identity/security badge, which must be worn and be visible during working hours or when representing Bluestar Care & Support- Bluestar Resourcing in an official capacity.

All staff are required to comply with the principles of the Dress Code Policy. Failure to adhere to Bluestar Care & Support- Bluestar Resourcing standards of dress may constitute misconduct and may result in formal disciplinary proceedings.

Employees are responsible for following the standards of uniform/dress laid down in this policy and should understand how this policy relates to their working environment, health and safety, infection control, particular role and duties, and contact with others during their employment.

Managers are responsible for ensuring that the Dress Code Policy is adhered to at all times by the workers they manage, and must be mindful of the requirements regarding contractors, agency staff, and volunteers, etc.

### Uniform - Staff Delivering Personal Care to Service Users

All staff delivering personal care to the service user must:

- Wear the uniform provided by Bluestar Care & Support- Bluestar Resourcing in a clean and presentable fashion

- Wear the uniform provided by Bluestar Care & Support- Bluestar Resourcing in a clean and presentable fashion and have access to a spare uniform in case one becomes soiled during the shift
- Use appropriate PPE, e.g. gloves, aprons, bacterial gel, masks.

## Uniform - Staff Delivering Support to Service Users

All staff delivering support to a service user must:

- Wear the uniform provided by Bluestar Care & Support- Bluestar Resourcing in a clean and presentable fashion and have access to a spare uniform in case one becomes soiled during the shift
- Staff delivering support to services [BLUESTAR CARE AND SUPPORT/BLEUSTAR RESOURCING UNIFORM]

## Uniform - Volunteers, Contractors, or Self-employed

All volunteers, contractors, or self-employed must:

Be appropriately dressed for the task for which they are engaged to do. Common sense should be the guiding principle, but at all times the following applies:

- All tops must cover the upper torso completely; vests are not acceptable
- Shorts, if worn must be knee-length, tailored for both men and women
- Shoes must be appropriate for the task; open-toed sandals should not be worn
- Denim of any type is not acceptable. Chino cotton, linens, and similar fabrics are appropriate
- All appropriate clothing must be safe and acceptable in the workplace, e.g. mini/maxi type clothing is not acceptable
- Clothing should be clean, serviceable, and fit for the task.

## Uniform - Managers and Office Staff

The dress code for this group of staff is not definitive but must adhere to the following standards:

- Skirts, trousers, and tops must be serviceable and of the right length and coverage as detailed in the Uniform - Staff delivering support to service users policy section.  
Office staff are expected to present a professional appearance while maintaining comfort and adhering to workplace standards.
- No staff in this category are allowed to wear shorts, either in the office or whilst visiting prospective Service Users.
- Shoes should be carefully selected, e.g. open-toed sandals or similar footwear should not be worn.

## General

- The uniforms issued must not be altered or added to by the individual. If changes are required, they must be discussed with Service Manager Hitendrakumar Sharma
- All staff delivering personal Care and Support should change out of their uniform before going off duty. If this is not possible then staff are permitted to travel between home and work in their uniform, as long as it is fully covered by a coat This should be discussed with Service Manager Hitendrakumar Sharma to seek agreement for the staff member
- The wearing of Bluestar Care & Support- Bluestar Resourcing uniform in public places, such as a supermarket, is not acceptable
- The ID badge should be removed on leaving the premises
- Maternity uniforms will be provided for staff where necessary
- Bluestar Care & Support- Bluestar Resourcing does not provide a laundry service, but staff must ensure that uniforms are laundered following guidance provided on the uniform. In the event of any confusion, staff should contact the ICP lead in Bluestar Care & Support- Bluestar Resourcing for guidance on appropriate washing temperatures
- All staff leaving Bluestar Care & Support- Bluestar Resourcing who have been provided with a uniform must return their uniform to their line manager. [BLUESTAR CARE AND SUPPORT LTD, 40A THE BOULEVARD RD, RH10 1XP]
- Nail varnish, false nails, and false eyelashes are not permitted. Nails should be sufficiently short to ensure safe service user contact and good hand hygiene
- Visible tattoos are to be discouraged and, where present, should not be offensive to others. Where they are

deemed to be offensive, they should be appropriately covered.

- Jewellery must be kept to a minimum for staff delivering Care and Support. A plain/wedding ring and one pair of discreet stud earrings are permitted. Wristwatches must not be worn when providing Care and Support
- Facial/body piercing can be a health and safety issue and must be removed before coming on duty
- If staff have piercings for religious or cultural reasons, these must be covered and must not present a quantifiable health and safety risk, or an infection prevention and control risk
- Hair should be neat and tidy at all times and long hair should be tied back for a Care and Support environment. Headscarves worn for religious purposes are permitted in most areas; however, they are excluded in any clinical areas where they could present a health and safety and cross-infection hazard. Beards should be short and neatly trimmed unless this reflects the individual's religion, in which case it should be tidy. Beards should be covered with a hood when undertaking aseptic procedures.

## Training Statement

All staff, during induction, are made aware of the organisation's policies and procedures, all of which are used for training updates. All policies and procedures are reviewed and amended where necessary and staff are made aware of any changes. Observations are undertaken to check skills and competencies. Various methods of training are used including one to one, online, workbook, group meetings, individual supervision and external courses are sourced as required.

## Related Policies

- Code Of Conduct For Workers (Domiciliary)
- Personal Protective Equipment (PPE) (Domiciliary)

## Related Guidance

- [Skills for Care: Code of Conduct for Healthcare Support Workers and Adult Social Care Workers in England](#)
- [The Health and Social Care 2008 Code of Practice on the Prevention and Control of Infections and Related Guidance](#)
- [Gov.UK Dress Code and Sex Discrimination: What you Need to Know](#)

## Policy Legal Statement

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