

Work Rule #11

Proper Footwear at Work

Authorized by: Kathy Stassi, Human Resources Director

Protocol: When working in the classroom with children on the bus, or performing any activity other than clerical, you will be required to wear shoes that meet the following criteria:

- non-slip sole
- closed toe
- no flip-flops
- no more than one inch heel
- no platform soles
- strapped or closed heel

An athletic shoe or other shoe with a non-slip sole would be acceptable.

Early Head Start staff must follow the provisions of this policy at all times except when the center “No-Shoe-Zone” practice is applicable.

In addition, all Bus Drivers & Bus Monitors are required to also meet all transportation regulations and policies regarding footwear. Food Service Staff are required to also meet food service regulations and policies regarding footwear.