LAB Quick Guide: Dress Code

At Brooklyn LAB, we pride ourselves on our professional atmosphere and the positive image we present to scholars and families. Our dress should model the high expectations we set for scholars. The LAB Dress Code supports our culture while giving employees a wide range of choices that are both relaxed and professional, reflecting the day-to-day needs of our roles.

General Guidelines:

- Our dress code is considered business casual, a style that blends traditional business wear with a more relaxed, yet professional, look.
- We represent LAB clothing with offensive or inappropriate wording or designs is never appropriate.
- If you are unsure of what is appropriate, err on the side of caution.
- Raise any religious concerns related to the dress code immediately with HR.

Appropriate LAB attire, not limited to:

- ✓ Khaki-type pants, slacks, or dark jeans
- ✓ Casual shirts, polos, blouses, or sweaters
- ✓ Dresses or skirts with modest hemlines
- ✓ Loafers, boots, sneakers, flats, heels

Inappropriate LAB attire, not limited to:

- Worn or faded jeans
- Sweatpants, spandex, leggings
- ✗ T-shirts, sweatshirts, tank tops, halter tops
- Heavily fragranced scents

On Fridays, the dress code is expanded to include/allow for:

- College t-shirts or long sleeves shirts
- Jeans (no holes, rips, or cutoffs)
- Sneakers

Please note: Jeans and/or sneakers are only allowed if you are wearing a college shirt.

Questions or Concerns

If you have any questions about the LAB Dress Code Policy, please contact <u>Human Resources</u>.

Examples of business casual LAB attire:











