

## WRHA VOLUNTEER SERVICES GOOD PRACTICE GUIDELINE MANUAL

Good Practice Guideline: Dress Code –	Reference # 4.2	Page 1 of 2
Direct Service and Collaborative Volunteers	Approved: J.Edwards	Date: 15/09/04 Reviewed/ Revised: November 2011

## GOOD PRACTICE DESIRED OUTCOME:

All volunteers will present a good image to clients, visitors, staff and the general public.

## **GOOD PRACTICE GUIDELINES:**

WRHA volunteers will dress appropriately for the conditions and performance of their volunteer duties.

WRHA volunteer assignment descriptions will identify specific dress codes over and above the general requirements.

WRHA volunteers will wear the volunteer identification badge provided while on duty.

The volunteer's placement supervisor will inform volunteers of the appropriate clothing to wear while on duty. Appropriate clothing is identified as:

- clothing that is clean, neat in appearance, comfortable, and in good condition; and
- clean and comfortable shoes.

Examples of inappropriate clothing include:

- short shorts, mini skirts or sun sport attire;
- bicycle or gym shorts, and sweat pants;
- tight and/or revealing clothing such as tank tops or backless sun dresses that reveal any midriff;
- long dangling jewellery, bracelets, or large rings;
- strong scented perfume, cologne, aftershave, hair-spray, etc. as clients and staff may be allergic or become nauseated;
- hats or baseball caps;
- flip flops or sandals in patient care areas; and
- clothing with inappropriate slogans.



## WRHA VOLUNTEER SERVICES GOOD PRACTICE GUIDELINE MANUAL

Good Practice Guideline:	Reference # 4.2	Page
Dress Code –		2 of 2
Direct Service and Collaborative Volunteers	Approved:	Date:
	J.Edwards	15/09/04
		Reviewed/
		Revised:
		November
		2011

Staff and volunteer placement supervisors will monitor the volunteers' compliance with the dress code. Volunteers not adhering with the dress code will not be permitted to carry out their assigned volunteer duties.

Source:	New
Originator:	Karen-Denise Cyr, Manager Volunteer Services, Jeanette Edwards, Director Community Development
Reviewed/Revised:	Suzie Matenchuk, Manager Volunteer Services and Jeanette Edwards, Regional Director Primary Health Care and Chronic Disease