



CORRECTIONS DIVISION

Lafayette Parish Sheriff's Office

Dress Code for Visitors and Volunteers

to a Corrections Division Facility

References:

ACA: 4-ALDF-5B-02

Corrections Division Policy and Procedure: A-4400; A-6400; A-6500

It is the policy of the Corrections Division to establish and implement a standard dress code that applies to all visitors and volunteers to a Corrections Division facility.

A. DEFINITIONS:

1. Volunteer:

An individual who donates his or her time and effort to enhance the activities and programs of the agency and who are selected and approved on the basis of their skills or personal qualities to provide services in recreation, counseling, education, religion, and so forth. Interns shall be considered volunteers under this definition.

2. Visitor:

Any person who visits a Corrections Division facility, including, but not limited to, social visitation, official visitation, volunteer services, delivery of goods or services, facility tours, and any staff member who is not assigned to the facility but are visiting the facility for authorized reasons.

B. RULES:

1. All visitors and volunteers shall comply with the dress code for visitors and volunteers. The dress code shall be strictly enforced. (A-4400; A-6400; A-6500)
2. Each facility may establish additional dress code standards as needed to maintain security level.
3. Staff may refuse or cancel a visit should the visitor or volunteer be inappropriately dressed. (4-ALDF-5B-02)
4. All visitors and volunteers to a Corrections Division facility shall abide by the following standard dress code:
 - a. Clothing shall be in good taste and shall not advertise or suggest anything signifying a Security Threat Group or other illegal activity;
 - b. Clothing shall not be sexually explicit, offensive, or degrading;
 - c. Female visitors and volunteers shall be required to wear undergarments;

- d. Shorts must be at most 4" above the knee when standing;
 - e. Clothing that reveals the buttocks or breasts shall not be allowed;
 - f. Shirts shall have sleeves and fully cover the chest, midsection and back;
 - g. Clothing shall be worn in a loose fitting fashion. Skin tight clothing shall not be permitted;
 - h. Hats, caps, or other head coverings are subject to search;
 - i. Dresses and skirts shall be below the knee when standing.
5. The following shall be considered inappropriate dress at any Corrections Division facility:
 - a. Short shirts or dresses above the knee;
 - b. Wrap around skirts;
 - c. See-through clothing;
 - d. Low-cut blouses, including tube tops, halter tops, tank tops, swim suit or swim tops;
 - e. Clothing with "cutouts";
 - f. Leggings or tights;
 - g. Any other clothing, garment, or accessory that would warrant disapproval;
 - h. Tennis shoes may be worn. Shower shoes, house slippers, flip flops or thongs shall not be permitted.
 6. Law enforcement official visitors may wear their agency's uniform.
 7. In addition to the aforementioned dress code rules of this policy, all volunteers shall also be required to conform to the professional business attire standards routinely required of office personnel in private business firms as defined in General Order #105 – Uniforms and Grooming. (GO: #105)
 8. All Sheriff's Office staff members visiting or working at a Corrections Division facility shall conform to the prescribed uniform and dress code as indicated in the Sheriff's Office official dress code General Order #105 - Uniforms and Grooming. (GO: #105)