

## Dress and appearance policy

As part of your role within Flight horizons you may come in to contact with a variety of people. Flight horizons would like to give out a good impression to these people so asks it representatives to be clean and smart in appearance. All clothing should be appropriate to the environment with in which you will be representing Flight horizons. If you are in any doubt you should contact a member of the Flight horizons governing committee to seek guidance. For health and safety reasons shoes should be closed toed and worn at all times.

When safety equipment is provided you must use it. Flight horizons accepts no responsibility for injury or harm that you incur due to mis-use or non-use of safety equipment. When on the airport manoeuvring area you must always wear a high visibility vest in a manner that makes it easily visible. Volunteer pilot's must wear a shirt (provided by Flight horizons), smart trousers and black or brown shoes.

In certain situations exemptions to this policy may be made, these would most likely to be on the grounds of religion, culture and/or custom, health or financial situations.

If an employee or volunteer is in breach of this policy they may be subject to the disciplinary procedure.

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