



# **Personal Hygiene and Appropriate Clothing Policies & Procedures**

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# PERSONAL HYGIENE AND APPROPRIATE CLOTHING

Personal hygiene is important for personal health and the impact it may have on others.

It is particularly important when working in close proximity to others as in teams or in 1:1 situations.

Personal hygiene considerations include:

- Being aware of body and oral odours
- Managing skin conditions
- Clean clothes

Appropriate clothing needs the following considerations:

- Clean or work shirt
- Well-fitting and safe
- Body coverage that prevents offence and distraction

It is important to consider what the public might sense or see.

If 123 Support Services has to address personal hygiene or clothing with staff or clients it will do so privately, confidentially and in a dignified manner.

## Further Advice or Assistance

Further advice and information can be obtained from the:

» 123 Support Services' Administration:

- by phoning: 07 4361 6848;
- by emailing: [admin@123supports.com](mailto:admin@123supports.com)

## Effectiveness and Review

The Director will review this Policy and Procedures document each 12 months on the anniversary of its approval.