

# **Uniform and Dress Code Policy**

**Version No: 16    November 2025**

**First Issued:            November 2017    Review date:    November 2028**

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## 1. INTRODUCTION

This policy sets out East Coast Community Healthcare CIC (ECCH's) expectations of all staff in relation to the wearing of uniforms and corporate dress code.

Where ECCH provides personal uniforms to staff, this is for purposes of identification, infection control and to promote trust and confidence for patients and clients who use ECCH services.

Non-uniformed staff i.e., those not required to wear a uniform in the course of their work must comply with the relevant sections of this policy, particularly regarding the wearing of identification and Personal Protective Equipment (PPE) in the workplace.

## 2. PURPOSE

The purpose of this policy and procedure is to provide clarification for employees and managers on the expected standards of dress and appearance when at work or working on behalf of the organisation.

## 3. SCOPE

The policy applies to all staff whether clinical or support staff, including those directly employed by ECCH, its subsidiaries, those on honorary contracts, agency workers, bank workers, students and volunteers.

## 4. DEFINITIONS

The following definitions are intended to provide a brief explanation of the various terms used within this policy.

Term	Definition
Policy	A policy is a formal written statement detailing an enforceable set of principles or rules. Policies set the boundaries within which we operate. They also reflect the philosophy of our organisation.
Direct Patient Care Activity	Any activity that involves patient contact, contact in the patient bedspace, undertaking physical examinations, during practical procedures (treatment/collecting samples for testing) or at any time when physical contact is required/likely.
Clinical Setting	An environment where direct patient care could be expected to be carried out, ie as opposed to a support work setting.

## 5. RESPONSIBILITIES

- **ECCH Employees** – Are responsible for the implementation of this policy and following the requirements of the policy.
- **Chief Executive of ECCH** – Overall responsibility for the enforcement of this policy lies with the Chief Executive of ECCH
- **ECCH Managers** – Are responsible for ensuring that staff are aware of and adhere to this policy. Managers are also responsible for ensuring that staff have sufficient uniforms in order to meet the requirements of this policy.
- **The HR Policy Group** – Is responsible for agreeing and reviewing this policy.

## 6. POLICY STATEMENT

This policy does not form part of any employee's contract of employment and the terms may be amended by East Coast Community Healthcare CIC (ECCH for short) from time to time, subject to the provisions contained within Agenda for Change.

This policy is developed to provide guidance to all staff about the appropriateness of clothing whilst at work and sets out the expectations of the organisation in relation to uniform and work wear.

The policy is necessary for patients, visitors and staff in order to:

- minimise the risk of cross infection;
- minimise the risk of injury to patients;
- minimise the risk of injury to employees;
- comply with Health and Safety regulations;
- provide a professional image;
- enhance ECCH security arrangements.

The policy has been developed to reflect best practice in accordance with available evidence for suitable dress and uniform standards in the delivery of healthcare.

ECCH recognises that patients want to know who is treating them and they judge the professionalism and trustworthiness of healthcare staff based on the clothes that they wear.

ECCH also recognises the diversity of cultures, religions and disabilities of staff that work for the organisation and will take a sensitive and flexible approach when these affect dress and uniform requirements. However, priority will be given to health and safety, security and infection control factors.

Failure to comply with the requirements of this policy may result in the member of staff being asked to return home to make corrections and may be investigated. Staff have a professional responsibility to adhere to this policy and depending on the severity, impact and intent of the failure or repeated failures, this may be deemed to be a performance or conduct matter and therefore be subject to procedures in accordance with ECCH Disciplinary or Performance Management Policies and any professional codes of conduct that may apply.

## 7. PROCEDURE

## 7.1 General Appearance and Dress Code for All Staff

### 7.1.1 Clothing

Staff should ensure that they always maintain a professional appearance at work. This includes when working from home. Work clothes must be smart, clean and practical. Excessively short skirts, exposed midriffs, off shoulder/strappy tops or exposed underwear are not acceptable, as they do not portray a professional image and may cause embarrassment to others. Similarly, casual wear i.e., denim, football shirts and T-shirts are not permitted.

### 7.1.2 Hair

Hair should be clean, neat and tidy and when undertaking direct patient care, long hair below the shoulders should be tied back from the face with an appropriate fastening so that it does not pose a health and safety risk to the staff member or patient. Any colour in the hair should be appropriate for the work undertaken or the client group and must not be linked to religious/political/defamatory campaigns that may cause distress to others, eg dyed in a flag colours or symbols shaved into the scalp.

Beards must be kept, clean and neat to ensure a professional appearance; it must be kept at a length to conform to Health and Safety in the duties expected of the role.

### 7.1.3 Religious Headwear

Staff who wear full facial coverings for religious reasons are required to remove these while undertaking direct patient care. This is to ensure that the member of staff is identifiable, and to enhance engagement and communication with patients, visitors and colleagues.

Hijabs and Jilbabs are permitted if they do not affect health and safety or prevent the employee from doing their job effectively.

Turbans and kippots, veils (Christian, Niqab/hijab) and headscarves are supported on religious grounds. The latter should be shoulder length and must be worn unadorned and always secured neatly without the need for readjustment.

### 7.1.4 Nails

Nails must be clean and well-manicured.

In a clinical setting, fingernails must be always kept short to protect the patient from any scratching and infection. No artificial or nail extensions, overlays or varnish of any description are permitted. (These are known to disguise and therefore foster the presence of microorganisms which resist removal by handwashing).

### 7.1.5 Make Up

Make up, if worn, should be minimal and neutral. False eyelashes and eyelash extensions are not permitted in front-facing roles.

### 7.1.6 Deodorants and Perfumes

The use of deodorants/antiperspirants should be used where required to assist in achieving an acceptable standard of personal hygiene. However, the odour of the product should not be overpowering. Perfumes and aftershaves are acceptable; however, these too should not be overpowering.

### 7.1.7 Tattoos

Where present, visible tattoos should not be offensive to others. Where they may be deemed to be offensive, they should be appropriately covered by clothing where possible, or alternatively by using a clean dressing.

Any potentially offensive and or intimidating tattoos should be covered as long as this complies with the ECCH's Hand Hygiene Procedure. (Wearing long sleeves prevents thorough hand hygiene procedures and sleeves are more likely to become contaminated during work activities).

### 7.1.8 Body Piercings

Body piercings must be discreet and should be removed or covered with the clothes and/or uniform. If the member of staff is unable to remove or cover the piercing, then this is subject to the discretion of the manager.

NB Piercings are only an infection risk when new and not healed when they should be covered. Piercings are allowed so long as when worn continue to portray a professional image to patients and carers and do not present a safety and risk in the work area. Staff in clinical areas should avoid wearing facial piercings; if unable to be removed they should be small studs only that are flat and plain with no additional features such as jewels and no rings or chains for health and safety considerations. Only flat, plain studded earrings with no additional features are permitted and no rings or chains.

### 7.1.9 Identification Badges, ECCH Lanyards and Smartcards

Identification must be always worn and visible while working. This is to set a professional standard and provide security and accountability for patients.

For purely desk-based work, the ECCH branded neck lanyards with Smartcard holder attached must be worn. When lanyards become worn or soiled, they can present a hygiene risk, so the staff member must obtain a replacement from their line manager if this is the case.

A name badge should be worn rather than a lanyard when undertaking direct patient care activity. Retractable Smartcard holders are available to ensure the Smartcard's availability and security whilst also keeping it out of the way during direct patient care.

Professional badges, including trade union badges, may be worn but should be free from stickers and cleaned on a regular basis. The placement of all badges should be considered for staff that are undertaking moving and handling of patients to ensure they can do no physical harm to themselves or the patient.

### 7.1.10 Footwear

All footwear worn for work should be clean and in a good state of repair. Textile footwear is not permitted. Unless otherwise guided below in the 'Uniform' section, footwear should be selected as appropriate to the tasks expected of the role with specific thought to staff's manual handling, driving, the weather conditions and types of flooring that will be encountered. The foot should be well supported, comfortable and stable always. Trainers are permitted as long as these are clean and wipeable.

### 7.1.11 Personal Protective Equipment (PPE)

Personal Protective Equipment is issued by the organisation after a Health & Safety risk assessment specifically identifies a need and appropriateness. You might be required to wear PPE even if you are not a member of staff who wears a uniform. The requirement to wear PPE

is for Health and Safety and/or Infection Prevention and Control purposes and must be complied with.

Sometimes PPE comes in the form of an item of clothing for example, items such as steel toecapped boots, ear defenders, face coverings, gloves, aprons and/or utility belt. As with items of uniform, the individual member of staff is responsible for wearing and using PPE correctly, keeping the PPE in good repair and reporting faults in order to repair or replace.

PPE is not classified as uniform; it is provided for Health & Safety and/or infection control requirements. Any adjustments to its use by an individual must first be approved by the Health & Safety Advisor and the line manager

#### 7.1.12 **Bare Below the Elbow (BBE)**

Non-uniformed staff expecting/likely to carry out direct patient care during a shift should choose their attire to ensure that BBE is easily and comfortably achievable. Where BBE contradicts a staff member's religious or cultural belief, or for other medical reasons, disposable, single use, 'sleeves' can be provided PPE.

Staff required to wear a uniform -please refer to 7.2 (below).

#### 7.1.3 **Smoking whilst wearing a Uniform and/or ID Badge**

Staff must not smoke whilst wearing uniform or their identification badge, as this undermines ECCH values and policy. Staff are permitted to use an e-cigarette whilst at work but only during designated breaks and not on site of their workplace. Staff who smoke or use an e-cigarette must ensure that their clothing remains clean and free of smoke or e-cigarette odours.

For more guidance, please refer to ECCH's Smokefree Policy, which can be found on ECCHO.

### 7.2 Staff Required to Wear a Uniform for Work

#### 7.2.1 **General**

ECCH will provide personal uniforms to staff for purposes of identification and to promote trust and confidence.

A range of uniform choices are available. (Please refer to Appendix 2). These include tunic tops, tunic dresses, trousers, shorts, polo shirts and lightweight scrub uniforms (trousers and tops) for clinical and where relevant, for administration staff working in clinical areas.

A clean uniform must be worn for each shift/day; this must be changed during the shift if it becomes contaminated or soiled. Staff must ensure that they have a spare clean uniform available at work at all times.

The public's perception of staff visibly wearing an uncovered uniform in public places is that it poses a risk of infection. This can result in loss of confidence and complaints.

Where a uniformed member of staff is community based, or there are no changing facilities available at their base, they must not wear an ECCH uniform to engage in non-work-related activities outside working hours. In circumstances where the activity is for example, to take place immediately before work or after work has finished and changing facilities are not available, the uniform must be appropriately covered; however, this should be the exception rather than the rule.

Uniformed staff may fuel vehicles, use public toilets or purchase lunch in their uniforms, if the uniform is always covered by a non-uniformed/branded piece of clothing such as a coat or jacket.

### 7.2.2 Bare Below the Elbow (BBE)/No Hand or Wrist Jewellery

For infection prevention and control purposes, all staff should be 'bare-below-the-elbow' when engaging in direct patient contact activities. This includes jewellery and wrist watches (including wrist activity trackers, i.e. Apple watch). Any body piercings on the wrist should be covered if they cannot be removed. Where BBE contradicts a staff member's religious or cultural belief, or for other medical reasons, three-quarter sleeves are acceptable, as long as they are rolled up pre- and post-hand hygiene and during personal care interventions. Alternatively, disposable, single use, 'sleeves' elasticated at elbow and wrist can be obtained as PPE. Disposable sleeves must be put on and discarded in the same way as disposable gloves and strict procedures for washing hands and wrists must still be observed.

### 7.2.3 Belts and Buckles

Belts and buckles are not to be worn.

### 7.2.4 Footwear

Please refer to section 7.1.10 (above).

For work in a clinical setting, footwear must be comfortable to the wearer and safe and suitable for the work task. They must be flat-heeled and enclosed around the toes and heel and in a material that can be wiped clean. The wearing of Crocs is not permitted.

### 7.2.5 Vests/Tee Shirts

If a vest or tee shirt is worn under the uniform, it must comply with the requirements of the 'Bare Below the Elbow' requirements as outlined above.

### 7.2.6 Tights, Stockings and Socks

Appropriate socks must be worn with tunic and trousers. Plain natural or dark tights should be worn with dresses where deemed appropriate, this is at the discretion of the individual.

### 7.2.7 Cardigans/Overcoats/Gilets

Cardigans/fleeces, overcoats and gilets must be either plain navy or black and must not be worn during direct patient care. If an overcoat/fleece is provided this should be worn as weather dictates. If a fleece is worn on waste collection rounds it must not be worn for other tasks. (Estates staff).

### 7.2.8 Jewellery including wrist watches and activity trackers

Jewellery is restricted to a maximum of one plain band ring and one pair of small stud earrings.

Those undertaking direct patient care or having patient contact and catering staff must not wear rings with stones as they compromise hand hygiene. Only one plain ring without stones is permitted, worn at the wearer's own risk and this should be manipulated during hand washing to ensure the skin underneath is cleaned. If earlobes are pierced plain and flat stud earrings with no additional features, eg jewels or plain ear gauges may be worn. Any ear gauges must be plugged where staff are undertaking direct clinical work. No other form of ear decoration is permitted. Visible necklaces, chains, bracelets and ankle chains, (in all metals),

including those worn for therapeutic purposes, should not be worn when working in a Clinical Setting.

Adequate hand disinfection can be impeded by the wearing of hand or wrist jewellery and wearing nail polish. It has been found that skin under rings may be more heavily colonised with microorganisms than the rest of the hand, and that rings may also increase the risk of glove tears. Wrist jewellery may prevent proper washing of the skin, and skin may not be dried properly following handwashing if wrist jewellery is present. However, in relation to rings on the hands: one plain metal band only is permitted. No rings with stones should be worn when engaged in direct patient care as scratches and abrasions to the skin could occur. Wristwatches and/or activity trackers must not be worn by staff wearing uniforms and for all work involving direct patient care.

The security of jewellery that the employee is required to remove to comply with this policy remains their responsibility. A 'pin' to safely store rings and watches is recommended. The organisation will not be held liable for any loss or theft of jewellery at work.

### 7.2.9 Supply of Uniforms

The choice of uniform depends on the practicalities of the role and at times, the prevailing conditions the individual is working in. This could include warmer times of the year when a lighter weight uniform option may be preferable. The uniforms remain the property of ECCH and must be returned if the staff member leaves ECCH employment. Line managers are responsible for reallocating uniforms or disposing of uniforms that are no longer wearable. The line manager is responsible for ensuring new uniform requests are processed efficiently and using the preferred supplier. This process is managed locally, within teams and supported by the relevant administration team.

The preferred uniform supplier (Meltemi)'s purchasing procedure is set out in Appendix 2 together with Uniform choices. Staff can select choices of uniform relevant to their role/profession. For the avoidance of doubt, choices include those options outlined in Section 7.2.1 (above).

The number of uniforms supplied should be consistent with the pattern of work to allow for correct laundering as well as a spare in case of contamination for each shift/workday. A freshly laundered uniform should be worn on each shift. Whilst line managers are responsible for the supply of uniform, staff are responsible for ensuring they have enough uniform to allow for correct laundering to facilitate their work pattern. If additional uniform is required, a request must be made to the line manager.

### 7.2.10 Laundering of Uniforms

ECCH does not have facilities for uniform laundering. Staff are responsible for the correct laundering of their own uniforms. Staff may be able to claim the cost of laundering uniforms against their personal tax allowance through the HMRC (HM Revenue and Customs).

For infection prevention and control purposes the uniform should be subjected to heat as part of the laundry process by means of a hot wash (60<sup>°</sup>), tumble dry and/or ironing.

Uniforms should be machine washed at 60<sup>°</sup>; separate from other items of laundry. They should be dried quickly (not left in a wet state for any length of time), or tumble dried, and ironed. They should then be stored in a plastic bag to prevent contamination by dust and other pollutants.

### 7.3 Exceptions to Policy

Whilst every effort has been made to formulate this policy in consideration and forethought of role practicalities and individual needs, it is recognised that the organisation cannot account for every eventuality. Individuals are encouraged to discuss adjustments to any of the Uniform and Dress Code criteria set out above with their line manager in the first instance who may escalate any queries if required to HR, Occupational Health, Infection Control and/or Health & Safety for agreement to exceptions or adjustments.

### 7.4 Uniform Monitoring and Audit

Line managers are responsible for ensuring that staff required to wear a uniform for the purpose of their role meet the standards outlined in this policy. Staff have a responsibility to make sure that they have sufficient uniform and that both the uniform and the standard of cleanliness and appearance is to a high standard.

Ad-hoc audits of uniform standards will be conducted by peers and line managers. The line manager/team leader will ensure any necessary actions are highlighted and addressed. Consistent failure to meet the standards of uniform outlined in this policy without good reason, may render the member of staff subject to disciplinary or performance management measures.

## 8. **MONITORING AND REVIEW**

This document will be reviewed by the HR Policy Group every 3 years or sooner if changes in legislation occur or new best practice evidence becomes available.

## 9. **REFERENCES**

[Coronavirus » Uniforms and workwear: guidance for NHS employers](#)

## 10. **ASSOCIATED POLICIES & PROCEDURES** *(To include but not limited to)*

Disciplinary Policy  
Performance Management Policy

## 11. **AUTHOR**

People and HR Business Partner

## 12. **APPENDICES**

1. **Appendix 1** – Uniform Order Form
2. **Appendix 2** – Ordering Uniforms

## **Equality & Diversity Impact Assessment**

In reviewing this policy, the Policy Group considered, as a minimum, the following questions:

Are the aims of this policy clear?

Are responsibilities clearly identified?

Has the policy been reviewed to ascertain any potential discrimination?

- Are there any specific groups impacted upon?
- Is this impact positive or negative?
- Could any impact constitute unlawful discrimination?
- Are communication proposals adequate?
- Does training need to be given? If so is this planned?

Adverse impact has been considered for age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

**Appendix 1: Uniform order form**



Purchase Order Number	Budget Code	Cost Centre	Requisitioning Department

**Wearer Details**

Delivery Address	Staff Name	Staff Band	Hours/Shifts	Dept./Ward

See over- great care in ordering the correct size must be taken

Female Staff – all tunics/dresses available in petite, regular or tall fit

Code	Description	Size	Length/Fit	Qty.

**Male Staff**

Code	Description	Size	Length	Qty.


Wearers Signature.....

Authorisers Name.....Signature.....

**Appendix 2: Ordering Uniforms – DOCUMENT CURRENTLY UNDER REVIEW TO REFLECT NEW UNIFORMS**

Before any orders are made a check must be made to see if any stock uniforms are available, contact Estates helpdesk on 01502 445279 (extension 2036) or by email to: [ecch.estatesandfacilitieshelp@ecchcic.nhs.uk](mailto:ecch.estatesandfacilitieshelp@ecchcic.nhs.uk) .

All uniforms now need to have a purchase order raised directly with Meltemi by the line manager/budget holder.

All uniforms will have the ECCH and NHS logo on them; as such great care must be taken when ordering the appropriate size as once embroidered with the logo they are **NOT RETURNABLE**. if an alternate size is required the line manager/budget holder will be required to raise an additional purchase order and pay for both orders.

**Number of uniforms supplied to staff**

The number of uniforms supplied to staff will depend on the number of shifts worked per week.

For example:-

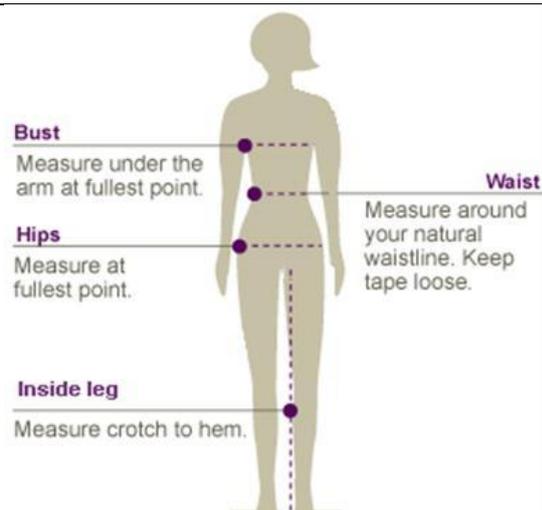
If the staff member works 5 days per week, 5 uniforms will be supplied

If the staff member works 3 days per week, 3 uniforms will be supplied.

Exceptions to this policy will be applied if the working pattern does not fall within these standard parameters. For example, if the person does not wear a uniform every working day, less uniform will be required and if the person's working pattern means they could work more consecutive shifts than the standard uniform allowance provides for, an increase will be permitted.

It is the line manager's responsibility to ensure that new and existing staff are provided with the correct uniform entitlement.

Non uniform but smart, bare below the elbows	8A	
<p>Blue with red trim Tunic  <u>Female</u>  <b>MELTEMI order code FC58NR</b></p> <p><u>Male</u>  <b>MELTEMI order code MC58NR</b></p> <p>Navy scrub top  <u>Female</u>  <b>MELTEMI order code FC74NN</b></p> <p><u>Male</u>  <b>MELTEMI order code UC74NN</b></p> <p>Navy with red trim dress  <b>MELTEMI order code FD58NR</b></p>	8A	



<p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>		
<p><u>Navy with blue trim tunic</u>  <u>Female</u>  <b>MELTEMI order code FC90NB</b>  <u>Male</u>  <b>MELTEMI order code MC58NB</b></p> <p>Navy scrub top  <u>Female</u>  <b>MELTEMI order code FC74NN</b>  <u>Male</u>  <b>MELTEMI order code UC74NN</b></p> <p>Navy with blue trim dress  <b>MELTEMI order code FD90NB</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>7</p>	

<p>Navy with white trim tunic  <u>Female</u>  <b>MELTEMI order code FC34NW</b>  <u>Male</u>  <b>MELTEMI order code MC58NW</b></p> <p>Navy with white trim scrub  <u>Female</u>  <b>MELTEMI order code FC74NW</b>  <u>Male</u>  <b>MELTEMI order code UC74NW</b></p> <p>Navy with white trim Dress</p>	<p>6</p>	
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<p><b>MELTEMI order code FD34NW</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>		
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<p>Hospital blue with white trim tunic  <u>Female</u>  <b>MELTEMI order code FC34BH</b>  <u>Male</u>  <b>MELTEMI order code MC58BH</b></p> <p>Hospital blue with white trim scrub  <u>Female</u>  <b>MELTEMI order code FC74BH</b>  <u>Male</u>  <b>MELTEMI order code UC74BH</b></p> <p>Hospital blue with white trim dress  <b>MELTEMI order code FD34BH</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	5	
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<p>Purple with white trim tunic  <u>Female</u>  <b>MELTEMI order code FC58PT</b>  <u>Male</u>  <b>MELTEMI order code MC54PT</b></p> <p>Purple with white trim scrubs  <u>Female</u>  <b>MELTEMI order code FC7HPT</b>  <u>Male</u>  <b>MELTEMI order code UC74PT</b></p> <p>Purple with white trim dress  <b>MELTEMI order code FD58PT</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	4	
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<p>Purple with Navy trim tunic Female <b>MELTEMI order code FC58PB</b></p> <p>Male <b>MELTEMI order code MC58PB</b></p> <p>Purple Polo <b>SCREENS order code RX101 – Purple S-XXL</b></p> <p>Purple with navy trim dress <b>MELTEMI order code FD58PB</b></p> <p><u>Navy Trousers</u> Male Elastic Waist <b>MELTEMI order code MT66NB</b></p> <p>Male – Side Pockets <b>MELTEMI order code MT96NB</b></p> <p>Female Trousers <b>MELTEMI order code FT64NB</b></p>	<p>4 – Nursing Associate</p>	

<p>Pale Blue and white stripe with white trim tunic  <u>Female</u>  <b>MELTEMI order code FC86BW</b>  <u>Male</u>  <b>MELTEMI order code MC42BW</b></p> <p>Scrub top grey with white trim  <u>Female</u>  <b>MELTEMI order code FC74GW</b>  <u>Male</u>  <b>MELTEMI order code UC74GW</b></p> <p>Pale blue with white stripe with white trim dress  <b>MELTEMI order code FD86BW</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>3</p>	
<p>Aquamarine with white trim tunic  <u>Female</u>  <b>MELTEMI order code FC58HW</b>  <u>Male</u>  <b>MELTEMI order code MC58HW</b></p> <p>Aquamarine polo shirt  <b>SCREENS order code RX101 – Turquoise S-XXL</b></p> <p>Aquamarine with white trim dress  <b>MELTEMI order code FD58HW</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>2</p>	

<p>White tunic green trim  <u>Female</u>  <b>MELTEMI order code FC46WX</b>  <u>Male</u>  <b>MELTEMI order code MC58WX</b></p> <p>Green polo shirt  <b>SCREENS order code RX101 – Green SXXL</b></p> <p>Green trousers  <u>Female</u>  <b>MELTEMI order code FT64EB</b>  <u>Male</u>  <b>MELTEMI order code MT65EB</b></p>	<p>Occupational  Therapist</p>	
<p>White tunic navy trim  <u>Female</u>  <b>MELTEMI order code FC46WN</b>  <u>Male</u>  <b>MELTEMI order code MC58WN</b></p> <p>Navy polo shirt  <b>SCREENS order code RX101 – Navy SXXL</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>Physiotherapist</p>	

<p>Black tunic with white trim  <u>Female</u>  <b>MELTEMI order code FC58KW</b>  <u>Male</u>  <b>MELTEMI order code MC58KW</b></p> <p>Black Scrubs with white trim  <u>Female</u>  <b>MELTEMI order code FC74KW</b>  <u>Male</u>  <b>MELTEMI order code UC74KW</b></p> <p>Black trousers  <u>Female</u>  <b>MELTEMI order code FT64KK</b>  <u>Male</u>  <b>MELTEMI order code MT65KK</b></p>	<p>Paramedic</p>	
<p>Sky blue tunic with white trim  <u>Female</u>  <b>MELTEMI order code FC58BL</b>  <u>Male</u>  <b>MELTEMI order code MC58BL</b></p> <p>Sky blue scrub  <u>Female</u>  <b>MELTEMI order code FC74SB</b>  <u>Male</u>  <b>MELTEMI order code UC74SB</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>Podiatrist</p>	

<p>Red Heart foundation polo shirt  <b>SCREENS order code RX101 – Red SXXL</b></p>	<p>Cardiac Rehab team</p>	
<p>White tunic with maroon trim  <u>Female</u>  <b>MELTEMI order code FC58WR</b>  <u>Male</u>  <b>MELTEMI order code MC58WR</b></p> <p><u>Navy Trousers</u>  Male Elastic Waist  <b>MELTEMI order code MT66NB</b>  Male – Side Pockets  <b>MELTEMI order code MT96NB</b>  Female Trousers  <b>MELTEMI order code FT64NB</b></p>	<p>Pharmacy Technician</p>	
<p>Professional specialist dress in charcoal pinstripe white trim  <b>MELTEMI order code FD18GW</b></p>	<p>Research Nurses</p>	

<p>Ladies Scrub Top  <b>MELTEMI order code UC74</b>  Ladies Scrub Trousers  <b>MELTEMI order code UT56</b></p> <p>Various colours – please refer to Meltemi website for full range of colours:  <a href="http://www.meltemi.co.uk">www.meltemi.co.uk</a></p>		
<p>Male Scrub Top  <b>MELTEMI order code UC84</b>  Male Scrub Trouser  <b>MELTEMI order code UT94</b></p> <p>Various colours – please refer to Meltemi website for full range of colours:  <a href="http://www.meltemi.co.uk">www.meltemi.co.uk</a></p>		

Screens	Cardigan - Regular	cardigan	XS - 5XL	<b>Order code</b> <b>PR697</b>	£14.85
Screens	Cardigan - Longline	cardigan	8 - 24	<b>Order code</b> <b>PR698</b>	£16.95
Screens	Fleece jacket	Unlined fleece jacket	S-XXL	<b>Order code</b> <b>RG123 – Ladies</b> <b>RG122 - Men's</b>	£13.25
Screens	Interactive anorak	Anorak	S-XXL	<b>Order code</b> <b>RG057</b>	- £29.99
Screens	Anorak and fleece	Combination anorak and unlined fleece	S-XXL	<b>Order code</b> <b>RG059</b>	- £33.50

**It has been agreed that all items from Meltemi are purchased without embroidery; this speeds up their delivery times and allows items to be returned to them if they are not suitable.**

**Meltemi clothing can then be embroidered by Screens at a cost of £2.50 per item.**

**Screens clothing cost includes embroidery**

**Screens Embroidery & Printing Ltd, Units 3-4 Rant Score, Lowestoft, NR32 1TY 01502 581010**

## DOCUMENT CONTROL SHEET

<b>Name of Document:</b>	Uniform and Dress Code Policy
<b>Version:</b>	V16
<b>File Location / Document Name:</b>	ECCHO
<b>Date Of This Version:</b>	Version 16 November 2025
<b>Produced By (Designation):</b>	People and HR Business Partner
<b>Reviewed By:</b>	HR Policy Group
<b>Synopsis And Outcomes Of Consultation Undertaken:</b>	General review and updating to enhance infection control.
<b>Synopsis And Outcomes Of Equality and Diversity Impact Assessment:</b>	Unchanged
<b>Ratified By (Committee):-</b>	HR Policy Group
<b>Date Ratified:</b>	4 November 2025
<b>Distribute To:</b>	ECCHO
<b>Date Due For Review:</b>	November 2028
<b>Enquiries To:</b>	People and HR Business Partner
<b>Approved by Appropriate Group/Committee</b>	<input type="checkbox"/> Date:



