Kane St. Smokehouse LLC
Kane St. Smokehouse Norton, Inc.

Policy Title: Employee Dress Code Policy

Department: All Staff

Effective Date: March 17, 2026

Last Updated: June 27, 2026

Approved By: Courtney Cress (Owner)

Purpose

The purpose of this policy is to establish clear and consistent standards for employee appearance at Kane St. Smokehouse. Maintaining a clean, professional, and safety-conscious appearance ensures a positive guest experience, supports our brand image and promotes a safe and sanitary work environment for both employees and customers.

Scope

This policy applies to all team members, shift leads, and management staff.

Policy Statement

The appearance of all employees at Kane St. Smokehouse plays an important role in representing our brand, values, and level of professionalism. All team members are expected to always follow the established dress code while on the clock. If there is any uncertainty of appropriateness regarding certain clothing or accessories, employees must consult a manager prior to wearing them to work.

Kane St. Smokehouse is committed to providing guests with a comfortable, safe, and high-quality dining experience. Maintaining a clean and professional appearance—especially by those involved in food preparation and service—is essential to upholding these standards.

Occasionally, themed attire may be permitted for special events or holidays; however, all exceptions must be approved and communicated by management in advance. In all other situations, the standard dress code remains in effect.

Employees who report to work out of dress code may be required to leave and return in proper attire, may be reassigned to non-customer-facing duties, or may be subject to further action at management's discretion. Repeated violations of the dress code my result in disciplinary actions, including termination.

Required Uniform

- Employees must wear a Kane St. Smokehouse shirt. Shirts can be purchased by employee from Kane St. Smokehouse for a discounted price.
- Shirts must be clean, stain-free, and free of lint or loose hair.
- During colder weather, a snug-fitting black long-sleeve dry-fit shirt may be worn under the Kane St. shirt.
- Sleeves must remain clean throughout the shift and must not interfere with food preparation or service.

Pants and Bottoms

- Acceptable: Solid color jeans, pants, or shorts
- Shorts must be lose fitting and approximately fingertip length or longer
- Not allowed:
  - Cut-off shorts
  - Leggings
  - Sweatpants
  - Jeggings
  - Workout/athletic pants
  - Clothing with holes or excessive wear
  - Flashy or neon colors

Footwear

- Closed-toe, solid black, non-slip shoes are required
- Shoes must be in good condition with no holes or excessive wear
- Shoes should remain reasonably clean, free of mud or heavy soiling

Hats and Hair

- Kane St. Smokehouse hats or plain solid-color hats are permitted
- Hair must be pulled back away from the face in a bun or braid
- No loose hair around the face or ears
- Approved hats or hair clips may be used to secure hair
- If hair is too short to tie back or clip, a hat or hair net must be worn
- Facial hair needs to be trimmed short and regularly maintained or groomed

Hair accessories:

- Must be single-piece items (no glued decorations)
- Items that could fall off are not allowed such as glitter or dangling charms
- Ribbons tied to hair or hairpieces are acceptable if secure

Makeup

- Makeup should be natural and minimal
- Avoid flashy or attention-drawing styles
- Rhinestones or decorative face attachments are not permitted

Nails

- Nails must be kept clean and neatly manicured; they should not exceed more than a quarter inch past your fingertips.
- Polish and acrylics are allowed if gloves are worn when handling food.
- Polish cannot be chipped and acrylics must be properly removed or maintained when they begin to grow out.

Tattoos

- Large, excessive, or offensive tattoos must be covered

- Tattoos are not permitted on face

Jewelry and Piercings

- Up to two studs or small hoops per ear are permitted
- No earrings that dangle
- One small stud on one side of the nose is permitted

Not allowed:

- Any other visible facial piercings
- Metal bars or gauges
- Dangling jewelry or charms (necklaces, earrings, bracelets, etc.)

Employees may wear clear flat posts or clear continuous hoops that contour to the skin for piercing retention.

Additional jewelry rules:

- One solid wedding band (no rhinestones or diamonds) and one washable watch are permitted
- No other bracelets, rings, or other jewelry below the elbows (this includes hair ties)
- Necklaces must be 18 inches or shorter and may not contain dangling charms

Cleanliness and Maintenance

- Clothing and shoes must remain clean and presentable throughout the shift
- Avoid large stains or excessive wear
- Aprons or other protective coverings must be used when necessary

Non-clothing Accessories

This includes items brought to work that may not be constantly worn but will be stored in the facility and employee areas. Example items (but not limited to): water bottles, purse or bag, key rings, wallets with chains or connected pieces, lunch box, etc.

- Nothing with images of weapons
- Nothing gory: bloody daggers, torcher devices, etc.
- Nothing with inappropriate language or racial content
- Nothing with nudity or crude humor
- Nothing with revolting images or considered gross/disgusting
- Nothing scary, death, or horror related (coffins, axes, zombies, skeletons, etc.)

Management Discretion

Managers and shift leaders reserve the right to interpret, enforce, and make adjustments to the dress code when necessary to maintain safety, cleanliness, and professionalism.

Employee Acknowledgement

I acknowledge that I have read and understand the Kane St. Smokehouse **Dress Code Policy.** Policy subject to change without notice. Employees must remain in compliance with dress code while at work; it is the employees responsibility to know the dress code.

Employee Signature: _____

Employee Name (print): _____

Date: _____

Manager Signature: _____

Manager Name (print): _____

Date: _____