

Helping Hands Support Services Ipswich

Uniform Requirements



At HHSSI our uniform represents more than just attire — it reflects our dedication to professionalism, inclusivity, and the highest standards of care in supporting our clients.

This brochure outlines the uniform requirements designed to ensure consistency, safety, and ease of identification across our team.

Our goal is to maintain a comfortable and practical uniform that allows staff to perform their duties efficiently while promoting a positive, approachable image for the individuals we support.

Please read through the following requirements to understand your uniform responsibilities.



Helping Hands Support Services Ipswich Pty Ltd
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HHSSI Provided Uniform:

The company-provided polo shirt and jacket are key components of our uniform, designed to promote a consistent and professional appearance. The polo shirt should be worn as the primary top during working hours, kept clean and neat at all times. It helps clients easily identify our staff and fosters a sense of unity within the team. The company jacket is to be worn during colder weather or when working outdoors, ensuring that staff maintain a professional look even in varying conditions. Both items should be worn in line with the company's branding and should not be altered or personalised in any way. Proper care and maintenance of these garments are essential to ensuring they remain in good condition.

Appropriate Pants:

As a Helping Hands staff member, it is essential to wear appropriate pants to every shift to maintain a professional and respectful appearance. Pants should be knee-length or longer, ensuring they are suitable for all work environments. Please note the following specific requirements for pants:

- **No ripped jeans:** Pants must be in good condition, with no intentional rips or tears.
- **No holes or fraying:** Clothing should be intact and free from damage.
- **No stains:** Pants must be clean and presentable at all times.
- **Not see-through:** Fabrics should be opaque and modest.
- **No gym wear, including tights of any form:** Activewear is not permitted; professional, comfortable, and practical attire is required.



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Footwear:

As a Helping Hands staff member, it is crucial to wear appropriate footwear that ensures both safety and comfort during your shift. Footwear should be professional and practical for the nature of the work environment. The following guidelines must be observed:

- **Closed-toe shoes only:** To ensure safety, all footwears must fully enclose the toes to protect against potential hazards.
- **Non-slip soles:** Shoes should have non-slip soles to provide stability and prevent accidents in various work settings.
- **No sandals, thongs, or high heels:** These types of footwear are unsafe and unsuitable for the nature of our work.
- **Clean and well-maintained:** Footwear should be kept clean, presentable, and in good condition at all times.

By wearing appropriate footwear, you contribute to a safe, professional, and effective work environment, allowing you to perform your duties confidently and securely.

Appropriate Swimwear Guidelines:

When participating in swimming activities as a Helping Hands staff member, it is essential to wear appropriate swimwear to maintain professionalism and ensure comfort for both staff and clients. The following guidelines apply:

- **Men:** Must wear rash shirt and board shorts.
- **Women:** Should wear a one-piece bathing suit and a rash shirt. Bikinis are not permitted.

General Requirements: Swimwear should be modest, not revealing, and suitable for a professional setting.

Please ensure your swimwear is practical and respectful, helping to create a comfortable and inclusive environment for all participants during water-based activities.



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Jewellery Guidelines:

For your safety and the safety of our clients, jewellery should be kept to a minimum when working. Please adhere to the following guidelines:

- **Do not wear dangly jewellery:** Necklaces, bracelets, bangles, large earrings, and other piercings that dangle or can be easily grabbed pose a significant risk during interactions with clients.
- **Safety first:** To minimise this risk, we ask that you limit jewellery to the essentials while at work.
- **Preferred options:** A watch and stud-type earrings are acceptable and safer choices.
- **Discretion:** Any additional jewellery should be small, discreet, and practical, ensuring it does not interfere with your duties or compromise safety.

By following these guidelines, you help maintain a safe and professional environment for both staff and clients.

Acceptable Hairstyles Guidelines:

As a disability support worker at Helping Hands, maintaining a professional and practical hairstyle is essential for both safety and hygiene. The following guidelines outline acceptable hairstyles:

- **Neat and tidy:** Hair should be well-groomed and kept clean to maintain a professional appearance.
- **Secured away from the face:** If you have long hair, it should be tied back or pinned up to prevent it from obstructing your vision or being pulled during interactions with clients.
- **Moderate styles:** Extreme hairstyles or bright, unnatural colours should be avoided to ensure a comfortable and approachable environment for clients.
- **Low maintenance:** Hairstyles should be practical, easy to manage, and not require constant attention during your shift.
- **Beards:** Must be groomed and kept tidy.

These guidelines help ensure that your hairstyle remains both safe and professional while allowing you to focus on providing quality care to our clients.

Outside Activities Guidelines:

When attending outdoor activities with clients, it is essential for staff to wear appropriate sun-protective clothing. For example, during swimming activities, staff should wear a rash shirt to ensure adequate sun protection. Additionally, staff are expected to follow the sun safety mantra:

- **Slip:** Wear protective clothing that covers the skin.
- **Slop:** Apply sunscreen regularly to exposed areas.
- **Slap:** Wear a wide-brimmed hat to shield your face and neck.
- **Seek:** Find and stay in shaded areas whenever possible.
- **Slide:** Wear sunglasses to protect your eyes from harmful UV rays.

By adhering to these guidelines, staff can ensure both their own safety and the well-being of clients during outdoor activities.



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