



Halloween Costume Guidelines

We recognize that not everyone celebrates Halloween and you should not feel compelled to participate in dressing up. For those of you who do have interest in wearing a costume, the Office of Human Resources has prepared the following guidelines to ensure a safe and productive day at work.

- Your costume should not limit your work-related activities (some costumes may not be appropriate if you are unable to sit, stand, walk or otherwise conduct work that you normally perform).
- Safety should be your primary consideration when choosing a Halloween costume; you will want to be mindful of the everyday activities you perform or may be asked to perform and choose a costume that will not compromise your safety in any way.
- Masks should not be worn over your face. If you do bring a mask, please wear it on top of your head.
- It may be appropriate to bring your regular work clothes to change into depending on what audiences you will interact with during the day on the day of dress-up.
- We recommend that employees not wear costumes based on violent characters nor appropriate a culture as a costume.
- In general, costumes should not be offensive or sexually provocative.
- Costumes representing a living or historical person/character should be worn in good taste.
- You are strongly encouraged to wear a Waubonsee nametag over your costume so that students and others can recognize that you are a representative of the college, just in disguise. 😊

If you are unsure about a particular costume, please reach out to the Office of Human Resources for further clarification: HR@waubonsee.edu or 630-466-2718. Thank you!