

AURORA POLICE DEPARTMENT

DIRECTIVES MANUAL

08.44 PERSONAL APPEARANCE STANDARDS

Approved By:	Heather Morris, Interim Chief of Police
Effective:	Feb-21-2015
Revised:	Apr-29-2024
Associated Policy:	N/A
References:	HB 20-1048 (CROWN Act)
Review Authority:	Professional Standards and APD Legal Advisor(s)

8.44.01 PURPOSE

The purpose of this policy is to provide requirements for sworn members' appearance while in uniform and/or representing the Aurora Police Department (APD). The guidelines provided are intended to help members uphold the professionalism APD embodies while fostering an environment of inclusivity and respect within the agency.

8.44.02 SCOPE

This directive applies to all sworn members of APD. Basic and lateral members in the academy will conform to the personal appearance standards set forth in the [Recruit Manual and Orientation Handbook](#).

Non-sworn members shall conform to the personal appearance standards outlined in the [Employee Policy Book](#). Additionally, non-sworn members shall conform to their unit's standard operating procedure manual if it has a more restrictive personal appearance standard than the [Employee Policy Book](#).

8.44.04 POLICY

APD sworn members shall adhere to this policy while on duty or anytime while wearing an authorized uniform in public unless the member has received approval from their chain of command.

8.44.06 HAIR

1. Hair shall be well-groomed, clean, and not interfere with full vision.
2. Members, if in uniform, shall arrange their hair so it does not extend past the bottom edge of the shirt collar at the center of the back when worn down.
 - a. Hair can be pulled back in braids or a single ponytail but cannot extend more than 4" below the bottom edge of the shirt collar at the center of the back and must be professional in appearance.
 - b. Items used by uniformed members to hold the hair in place will be concealed as much as possible and will be of a color and style that blends with the member's hair color or be black, dark blue, or brown so as not to be conspicuous. Strictly decorative items are prohibited.
3. Hair styles must permit the proper wearing of the prescribed headgear, helmets, air purifying respirators (APR), and/or self-contained breathing apparatus (SCBA) face pieces.
4. Hair must be of a naturally occurring hair color.
5. Shaved geometric patterns, shaved letters, and mohawks are strictly prohibited.
6. Acceptable styles should reflect a natural, clean appearance, which includes, but is not limited to, ponytails, twists, braids, afros, dreadlocks, locs, tight coils or curls, Bantu knots, and cornrows.

[HB 20-1048 \(CROWN Act\)](#) provides protections for certain protective hairstyles and should be reviewed before approaching a member regarding any hairstyle or appearance.

8.44.07 HEAD WRAPS

1. Head Wraps such as turbans, hijabs, tignons, etc., may be worn for religious and cultural purposes or as a protective hairstyle.
2. Head Wraps will be in a color that closely matches the uniform, or if not in a uniform, the color will not be flashy or bright.
3. Head Wraps must permit the proper wearing of the prescribed headgear, helmets, air purifying respirators (APR), and/or self-contained breathing apparatus (SCBA) face pieces.

[HB 20-1048 \(CROWN Act\)](#) provides protections for head wraps and should be reviewed before approaching a member regarding any head wrap or appearance.

8.44.08 FACIAL HAIR

A groomed and maintained mustache, beard, or goatee is authorized. Facial hair must not interfere with the proper fit and wear of APRs or SCBA face pieces. If necessary, members will be required to shave areas of the face needed to ensure proper fit.

1. Mustache
 - a. Mustaches will be neatly trimmed, no longer than ½ inch length hair, and not extend more than ½ inch beyond or below the corners of the lips. Mustaches must extend from one corner of the lips to the other corner.
 - b. No mustache will be waxed or twisted at the ends nor pulled up in any manner.
2. Beard
 - a. No longer than ½ inch length hair, and no part of the beard will be longer than the rest.
 - b. Must be of a naturally occurring hair color, and if applicable, match the color of existing head hair.
 - c. No designs will be permitted to be shaved into beards.
 - d. Must be kept clean and neatly groomed.
 - e. A mustache must be worn with a beard.
 - f. The corners of a mustache must connect with the beard.
3. Goatee
 - a. No longer than ½ inch length hair, must not extend more than ½ inch beyond the corner of the mouth and will end at the bottom of the chin.
 - b. Must be of a naturally occurring hair color, and if applicable, match the color of existing head hair.
 - c. No designs will be permitted to be shaved into goatees.
 - d. Must be kept clean and neatly groomed.
 - e. “Soul” patches alone are not allowed.
 - f. A mustache must be worn with a goatee.
 - g. The corners of a mustache must connect with the goatee.
4. Sideburns
 - a. Must be neatly trimmed and straight vertically and horizontally.
 - b. Must not exceed past the bottom of the earlobe.

See section 8.44.09, Facial Hair Diagram, for graphics of authorized and non-authorized facial hair styles.

8.44.09 FACIAL HAIR DIAGRAM

The following styles of goatee will be authorized:



The following beards will be authorized Beards:



The following goatee styles will NOT be authorized:



8.44.10 COSMETICS

1. Fingernails shall not extend more than a quarter inch from the fingertip and cannot interfere with the operation of police equipment. Fingernails shall be rounded or squared to limit possible injury to sworn members and subjects.
2. Members are authorized to wear:
 - a. Makeup that blends in with the wearer's skin tone
 - b. Fingernail polish and lipstick that do not detract from the professional appearance of a sworn member.

8.44.11 JEWELRY

Sworn members may wear jewelry provided that the item does not jeopardize the safety of the member or other members or is likely to cause injury to subjects. No more than two pairs of earrings shall be worn on duty.

Non-permitted items include:

1. Visible piercings anywhere other than the ear, including the tongue.
2. Jewelry that is not secured flush to the body or hidden from view (e.g., dangling earrings).
3. Gauge (tunnel) earrings or spike earrings. Plugs up to 12mm in diameter may be worn.

8.44.12 DENTAL ORNAMENTATION

Using gold, platinum, or other veneers or caps for ornamentation is prohibited. Teeth, whether natural, capped, or veneer, will not be ornamented with designs, jewels, initials, etc.

8.44.13 TATTOOS & BODY ART

Sworn members are permitted to have body art in accordance with this section. Members with body art will be allowed to wear a short-sleeved uniform shirt. Members are only authorized to wear uniform shorts if assigned to bicycle patrol or other assignments allowing issued shorts.

Body Art is not permitted on the face or scalp.

Cosmetic tattoos are permitted and do not need to be concealed. Examples of cosmetic tattoos include eyebrows, permanent make-up, freckles/beauty marks, etc.

The Chief of Police or designee can require body art to be covered and determine reasonable and practical methods to conceal such body art.

Prohibited designs and content for tattoos and body art include but are not limited to:

1. Extremist - Body art affiliated with, depicting, or symbolizing extreme or fanatical philosophies, organizations, or activities. These include organizations that advocate hatred toward individuals and violence or other unlawful means of depriving individual rights under the U.S. Constitution and Federal or State law.
2. Hate - Body art advocating a philosophy or behavior that threatens or demeans a person based on race, gender, religion, ethnicity, national origin, or sexual orientation.
3. Unbecoming of Law Enforcement - Body art to include letters, words, phrases, and images that are vulgar, profane, or obscene, advocate for illegal activity or illegal narcotics, or are related to gangs that suggest activity contrary to the purpose of or is detrimental to the image of the department.

Designs and content for tattoos and body art that must not be visible to the public include but are not limited to:

1. Sexually Explicit and/or Violent - Body art depicting sexually explicit, violent imagery or nudity, regardless of style or intent.

A supervisor who is aware of a member's tattoos or body art representing prohibited designs and content shall make a notification through the chain of command to the Chief of Police or Designee.

The Chief of Police or designee retains ultimate decision-making authority for approval or non-approval of tattoos. Members considering a tattoo that may violate this policy should seek approval in a memorandum from the Chief of Police or designee before obtaining the tattoo. The memorandum shall include a description of the tattoo, the meaning the tattoo has for the member, if any, and a photograph or artist sketch of the tattoo.

8.44.14 REQUESTS FOR ACCOMMODATION

Requests for accommodation due to religious, medical, or other special circumstances should be addressed in writing to the Chief of Police or designee.

8.44.15 UNDERCOVER EXCEPTIONS

Sworn members working assignments necessitating the concealment of their identities as department members (e.g., Narcotics Section) are exempt from grooming and appearance provisions with the approval of their supervisor.