

It is the policy of TAMOS Education that each employee's dress, grooming and personal hygiene should be appropriate to the work situation.



The guidelines for dress code are as follows:

1. Employees are expected at all times to present a professional, businesslike image to students, clients, students and the public. Acceptable personal appearance is an ongoing requirement of employment with TAMOS Education. Radical departures from conventional dress or personal grooming and hygiene standards are not permitted.
2. Office workers, teachers and any employees who have regular contact with the public must comply with the following personal appearance standards:
 - Employees are expected to dress in a manner that is normally acceptable in similar business establishments. Employees should not wear suggestive attire, jeans, athletic clothing, shorts, high skirts, low cut V-neck shirts, sandals, T-shirts, novelty buttons, baseball hats and similar items of casual attire that do not present a businesslike appearance;
 - Male teachers are required to wear shirts and ties;
 - Hair should be clean, combed and neatly trimmed or arranged. Shaggy, unkempt hair is not permissible regardless of length;
 - Sideburns, moustaches and beards should be neatly trimmed;
 - Tattoos and body piercings (other than earrings) should not be visible.
3. At its discretion, TAMOS Education may allow employees to dress in a more casual fashion than is normally required. On these occasions, employees are still expected to present a neat appearance and are not permitted to wear ripped clothing, athletic wear (unless required for these occasions) or similarly inappropriate clothing.
4. Any employee who does not meet the standards of this policy will be required to take corrective action, which may include leaving the premises to change. Employees will not be compensated for any work time missed because of failure to comply with this policy. Violations of this policy could result in disciplinary action.



