

Uniform Policy / Agreement

TLC LEARNING ACADEMY logo collar polo \$15 (S, M, L, XL) \$18 (2x/3x)

TLC LEARNING ACADEMY T-Shirts \$12 (S, M, L, XL) \$18 (2x/3x)

I. Infant, Toddler, Preschool, Pre-Kinder, Floaters, Full-time Afterschool Teachers & Cook

TLC LEARNING ACADEMY Polos (must have 4)

(1) Friday T-shirt

Summer you must have 4 T-shirts

Khaki/ Black uniform pants, shorts at or below the knee

Closed toe shoes at all times

Name Tags

II. Part- Time School Age Teachers & Fridays for all staff

TLC LEARNING ACADEMY T-Shirt

Blue denim pants, capris and shorts at or below the knee

NO RIPPED DENIM

Closed toed shoes at all times

Name Tags

III. Receptionist & Management

Dress Casual

T-Shirts and Denim only on Fridays

If you wear denim Mon.- Thurs. must be accompanied with a nice top.

Name Tag

Please note, uniforms must be suitable (ironed, well fitted, no bleach stains, holes, etc.) at all times. Failure to come to work with the required attire will result in a written reprimand and you will be asked to go home and change. If a shirt is deemed unfit by a member of management, you will be given a new shirt and the fee will be automatically deducted from your next payroll check. If you are terminated, resign, take a leave of absence due to illness, etc. before your shirt is paid in full, the full amount will be deducted from your payroll earnings. By signing below, you fully understand and agree with the uniform policy/agreement.

Employee Signature _____ Employee Printed Name _____

Management Signature _____ Management Printed Name _____