

Tutor Dress Code Policy

READ USA, Inc. shall enforce dress and grooming guidelines that promotes the successful operation of the tutoring program. The Tutoring Program Assistant Director, Tutoring Program Director or Chief Executive Officer shall be the final judge as to neatness and cleanliness of wearing apparel and whether such apparel is appropriate, disruptive, distracting, or in infraction of health and safety rules.

Each tutor has the responsibility to dress appropriately and have respect for self, others and the school environment. Wearing apparel, jewelry (such as body piercing (s), ornaments), hair, and general appearance shall not disrupt the classroom atmosphere, and/or shall not violate health and safety rules of the school.

These guidelines for dress and grooming are provided to maintain professionalism and shall apply to all tutors currently working in the READ USA tutoring program. Tutor dress and grooming shall be neat and clean and follow the general guidelines below.

1. All tutors must wear the provided READ USA red apron as well as a picture ID (either a student ID if currently enrolled in high school, or a DCPS Vendor badge) visible at all times.
2. Shoes must be worn. However, bedroom shoes or slippers shall not be worn.
3. Halter-tops, tank tops, backless tops, tops with thin or no straps, or tops that show midriff or expose the body are prohibited.
4. See-through or mesh garments shall not be worn without appropriate undergarments.
5. Costumes and costume accessories may not be worn without the approval of the READ USA teaching team.
6. Form-fitting or overly tight clothing shall not be worn without appropriate outer garments.
7. Properly hemmed outer garments such as shorts, divided skirts, and dresses may be worn, provided they are not disruptive or distractive, as determined by the READ USA administration. Hems are not to be higher than mid-thigh. Garments including, but not limited to, such items as boxer shorts, traditionally designed as undergarments, may not be worn as outer garments.
8. Clothing, accessories, and facial coverings shall not be worn if they display profanity, violence, lewd and obscene messages, sexually suggestive phrases, or advertisements, phrases or symbols of alcohol, tobacco, or drugs or other symbols phrases or advertisements that would be offensive to common propriety or decency. Bandanas may not be worn as facial covering.

9. Head coverings, including, but not limited to, caps, hats, bandannas, hair curlers, and/or sunglasses, shall not be worn on school property, unless required by a physician or authorized by READ USA personnel.
10. Students are prohibited from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. The waistband of shorts, slacks, skirts, and similar garments shall not be worn below the hips. Clothing, which is not worn appropriately, is not properly fastened, has tears that reveal or expose body parts, has printing with words or pictures that have a sexual connotation will not be permitted. All trousers, including oversized or low-hanging trousers, must be worn and secured at waist level. Underwear, midriff and back may not be exposed. If belts, suspenders, and straps are worn, they shall be worn in place and fastened.
11. Any articles of clothing or jewelry that may cause injury to oneself or to other students are not allowed.
12. All tutors must adhere to these minimal guidelines for acceptable apparel and appearance. In order to maximize instructional time, tutors will be given an opportunity to immediately correct dress code infractions.

This policy is in effect immediately. Policies of READ USA can be found at www.readusainc.com.