

## **Uniform Policy**

TLA – The Locum Agency requires that all candidates undertaking roles for the company abide by the Uniform Policy.

It is the responsibility of each candidate to ensure that they are suitably dressed for work. TLA – The Locum Agency requires that all candidates wear appropriate clothing i.e. navy or black trousers/skirts with suitable shoes. The candidate must ensure that their clothing/shoes create a professional image and are suitable to allow them to work safely.

Should a candidate be provided with a uniform, TLA – The Locum Agency advises that this is to be worn for clinical work only and candidates are not to wear their uniform when travelling to and from their place of work.

Any candidate who is not required to wear a uniform will be expected to dress appropriately

Professionalism and presentation is expected when a candidate works for TLA – The Locum Agency and the following guidelines must be adhered to:

- **Hair** – tidy & clean. Long hair should be tied up or pinned out of the way.
- **Jewellery** – should be kept to a minimum and should not pose a risk of injury to any person.
- **Body piercings** – should not be visible. Facial jewellery should be kept to a minimum. Piercings should be kept small to ensure they cannot be grasped.
- **Fingernails** – should be short & clean.
- **Makeup** – can be worn however it should reflect the professionalism and presentation expected by TLA – The Locum Agency and their clients.
- **Footwear** – should be clean. They should be appropriate for the role you are covering. They should provide support and protection.
- **Trousers / Skirts** – ideally black or navy. Must be presentable & clean.
- **Tattoos** – Should be covered where possible to ensure professionalism within the work place.