

STUDENTS
COVID-19 OPERATING POLICIES / PROCEDURES
OCTOBER 26, 2020

- 1. EACH STUDENT MUST SIGN A STATEMENT ACKNOWLEDGING THEY WILL FOLLOW ALL POLICIES AND PROCEDURES NOTED**
- 2. EACH STUDENT WILL BE SCREENED BEFORE COMING INTO THE SCHOOL**
 - a. ANYONE EXHIBITING THE FOLLOWING SYMPTOMS WILL BE SENT HOME:**
 - i. COUGH**
 - ii. SHORTNESS OF BREATH**
 - iii. CHILLS**
 - iv. HEADACHE**
 - v. SORE THROAT**
 - vi. FEELING FEVERISH OR A MEASURED TEMPERATURE AT OR GREATER THAN 100.0 DEGREES**
 - vii. KNOWN CLOSE CONTACT WITH A PERSON WHO IS LAB CONFIRMED TO HAVE COVID-19**
 - b. ANYONE EXHIBITING NEW OR WORSENING SIGNS LISTED ABOVE WILL NOT BE ALLOWED TO RETURN UNTIL:**
 - i. ALL 3 OF THE FOLLOWING CRITERIA ARE MET:**
 - 1. AT LEAST 72 HOURS FEVER FREE WITHOUT THE USE OF FEVER REDUCING MEDICINES**
 - 2. SYMPTOMS HAVE IMPROVED**
 - 3. AT LEAST 10 DAYS HAVE PASSED SINCE SYMPTOMS FIRST APPEARED.**
 - ii. IN THE CASE OF A STUDENT WHO HAS SYMPTOMS BUT DOES NOT GET EVALUATED BY A MEDICAL PROFESSIONAL THE STUDENT MAY NOT RETURN UNTIL THE SAME 3 STEPS LISTED ABOVE HAVE BEEN MET**
 - iii. IF THE STUDENT HAS COVID-19 SYMPTOMS AND WANTS TO RETURN BEFORE COMPLETING THE ABOVE SELF-ISOLATION PERIOD ONE OF THESE TWO MUST OCCUR:**
 - 1. THE STUDENT MUST OBTAIN A MEDICAL PROFESSIONAL'S NOTE CLEARING THEM FOR RETURN BASED UPON AN ALTERNATIVE DIAGNOSIS.**
 - 2. THE STUDENT MUST PROVIDE A COVID-19 TEST WITH A NEGATIVE RESULT.**

- c. **A STUDENT WITH KNOWN CONTACT TO A PERSON WHO IS LAB-CONFIRMED TO HAVE COVID-19 MAY NOT RETURN TO THE SCHOOL UNTIL ONE OF THESE TWO CRITERIA HAVE BEEN MET:**
 - i. **THE END OF A 14-DAY SELF-ISOLATION QUARANTINE FROM THE LAST DATE OF EXPOSURE**
 - ii. **3 TO 4 DAYS AFTER THE DATE OF LAST EXPOSURE THE STUDENT TAKES A COVID-19 TEST AND RECEIVES A NEGATIVE RESULT.**
- 3. **THE STUDENT BREAKROOM IS OPEN TO 50% CAPACITY ONLY.**
 - a. **THE REFRIGERATOR MAY STILL BE USED TO KEEP FOOD / DRINKS COLD AND**
 - b. **THE MICROWAVE MAY STILL BE USED TO HEAT FOOD**
- 4. **STUDENTS ARE REQUIRED TO CLOCK OUT AND TAKE THEIR LUNCH / BREAK(S)**
- 5. **CLIENTS APPOINTMENTS WILL BE SCHEDULED TO LIMIT THE AMOUNT OF PEOPLE IN THE SCHOOL**
- 6. **MASKS / FACE COVERINGS ARE REQUIRED AT ALL TIMES WHILE INSIDE THE BUILDING, THIS INCLUDES ENSURING THE NOSE IS FULLY COVERED AT ALL TIMES.**
- 7. **PROVIDING SERVICES:**
 - a. **IF GLOVES CANNOT BE WORN FOR A SERVICE THEN HANDS MUST BE WASHED WITH SOAP AND WATER PRIOR TO PROVIDING THE SERVICE AND DIRECTLY AFTERWARDS.**
 - b. **ANY TIME A STUDENT TOUCHES THEIR FACE, NOSE, EYES, CELL PHONE, DOOR, CREDIT CARD MACHINE OR ANY SURFACE THEY HAVE NOT SANITIZED, THEY MUST IMMEDIATELY CHANGE THEIR GLOVE OR REWASH THEIR HANDS WITH SOAP AND WATER**
 - c. **IF GLOVES ARE WORN, THEY MUST BE REMOVED AND PROPERLY DISPOSED OF IMMEDIATELY UPON COMPLETION OF THE SERVICE.**
 - d. **ALL SURFACES MUST BE WIPED DOWN AND SANITIZED BETWEEN USE INCLUDING CHAIRS, COMPUTERS, SPA EQUIPMENT, ETC.**
 - e. **FULL SANITATION OF WORKSTATIONS, SHAMPOO BOWLS, CHAIRS, ETC. MUST OCCUR AFTER EACH CLIENT.**
 - f. **ELECTRICAL EQUIPMENT THAT CANNOT BE IMMERSSED IN LIQUID MUST BE WIPED CLEAN AND DISINFECTED BEFORE USE ON EVERY CLIENT.**
 - g. **ALL LAUNDRY ROOMS MUST BE FULLY SANITIZED DAILY.**

Thank you
 DuVall's School of Cosmetology Management