



## **Covid-19 Response**

### **Stage One March 24<sup>th</sup> through May 4<sup>th</sup>**

School/Student Salon CLOSED (March 21<sup>st</sup>)

#### **Distance Learning was implemented**

April 6<sup>th</sup>, 2020 – May 26<sup>th</sup>

### **Stage Two May 4<sup>th</sup> through May 21<sup>st</sup>**

School/Student Salon CLOSED

***Staff returned on May 21<sup>st</sup> to go over industry best practices, to map out social distancing, to clean, organize and create new sanitation procedures.***

### **Stage 3 May 22<sup>nd</sup> through June 13<sup>th</sup>**

#### **Students back May 26<sup>th</sup>**

Students were required to take sanitation classes and had practical demos on how to sanitize with the new procedures.

#### **Student Salon Opened June 9<sup>th</sup>**

- Open by appointment only, limited to 10 clients at a time, lobby closed, no visitors, health screening done upon return of staff and students, all clients required to fill out health screening form
- Work Stations spaced to meet social distancing guidelines and are assigned, social distancing encouraged throughout the school
- Screen students, staff and client temperatures daily
- All must wear face coverings and wear gloves when doing a service
- Consulted industry best practices and added extra cleaning, including fogging the school with disinfectant 3 times per week. Hand sanitizer available throughout the school, restrooms cleaned once per hour,

- Lunch room limited to 6 students
- Students must make an appointment for financial aid department

#### **Stage 4 June 14<sup>th</sup> through July 3<sup>rd</sup>**

- Open by appointment only, limited to 10 clients at a time, lobby closed, no visitors, all clients required to fill out health screening form
- Work Stations spaced to meet social distancing guidelines and are assigned, social distancing encouraged throughout the school
- Screen students, staff and client temperatures daily
- All must wear face coverings and wear gloves when doing a service
- Consulted industry best practices and added extra cleaning, including fogging the school with disinfectant 3 times per week. Hand sanitizer available throughout the school, restrooms cleaned once per hour,
- Lunch room limited to 6 students
- Students must make an appointment for financial aid department

#### **Stage 4.5 July 4<sup>th</sup> through September 25<sup>th</sup>**

- Open by appointment only, limited to 10 clients at a time, lobby closed, no visitors, all clients required to fill out health screening form
- Work Stations spaced to meet social distancing guidelines and are assigned, social distancing encouraged throughout the school
- Screen students, staff and client temperatures daily
- All must wear face coverings and wear gloves when doing a service
- Consulted industry best practices and added extra cleaning, including fogging the school with disinfectant 3 times per week. Hand sanitizer available throughout the school, restrooms cleaned once per hour,
- Lunch room limited to 6 students
- Students must make an appointment for financial aid department

### **Stage 5 September 26<sup>th</sup> through November 14<sup>th</sup>**

- Open by appointment only, lobby open, no visitors, all clients required to fill out health screening form
- Work Stations spaced to meet social distancing guidelines and are assigned, social distancing encouraged throughout the school
- Screen students, staff and client temperatures daily
- All must wear face coverings
- Consulted industry best practices and added extra cleaning, including fogging the school with disinfectant 6 times per week. Hand sanitizer available throughout the school, restrooms cleaned once per hour,
- Lunch room limited to 6 students
- Students must make an appointment for financial aid department

***At this time, we are advising symptomatic students and staff to be tested; the school will help to pay for testing. We are closely monitoring positive cases and will make a determination to quarantine specific departments based on the number of positive cases and have been approved by NAACAS for distance education in the event it becomes necessary.***

#### ***October 23, 2020***

*Several positive cases with students and staff. Administration decided to close the Brick and Mortar school and only offer ON-LINE E- LEARNING Until December 1<sup>st</sup>, 2020.*

*Office staff will be available to take calls Monday – Friday from 8:30 am until 5Pm*

*260-483-2466*

*Please call this number if you have questions.*

*Rudae's School of Beauty Culture Administrative Staff*