

# **ADDENDUM**

## **WWCC Phase 1 & 2 Higher Education & Critical Infrastructure Workforce Training Restart COVID-19 Requirements**

### **Program Specific Information: Cosmetology and Barbering**

**In addition to the following plans, all Cosmetology schools must also follow the safety and sanitation standards in WAC 308-20-110 and the State of Washington Phase 2 Personal Services Covid-19 Requirements document (both attached).**

**Cosmo 270 & 132**

**Barb 270 & 132**

- Site Supervisor- Ashley Lawyer
- Instructors- Ashley Lawyer and Michele Paul
- Location- Building J, 310 (entry pathway and salon), 313A (handwashing), 321 (copy room), 312 classrooms, 324A (Instructor office) 327 (Instructors office)
- Supervisor/Instructor entry & exit times-
  - Prep- Instructors will work 6/15-6/19 from 9:00 am-2:00 pm in the classroom, salon, office, and copy room to prepare salon and set up social distancing/disinfection supplies and to complete the forms and paperwork need to recertify the salon license with the state of Washington (must be completed before 6/29)
  - Instruction- Mondays from 10:00 am- 6:00 pm and TWTh from 8:00 am-3:30 pm beginning 6/22 until approximately 9/27 (exact end date depends on when required hours can be completed)

- Student entry & exit times- Mondays from 9:45am-6:00 pm and TWTh from 7:45 am-3:30 pm starting 6/22 until approximately 9/27 (exact end date depends on when required hours can be completed)
- Entry & Exit Locations
  - Students and employees will enter through the south door into 310 for check-in. They will exit the building through the west side main doors
  - Clients will wait in their cars and call/text to let us know they are there; two students will then meet clients at the north side exterior door; one will go out and escort the client from their car to the door and the second student will let them in and then they all proceed at distance down the hall through the lobby and into the salon; clients will exit the salon and exit the building through the west side main lobby doors

### **Contact Information for Self-Reporting of Symptoms/Exposure/Infection**

- Site Supervisor Name & Phone #: Ashley Lawyer 509-386-2486
- Walla Walla Dept. of Health Phone #: 509-524-2647

### **COVID-19 Safety Training**

Employees and students will adhere to all rules and protocols stated in the WWCC plan, including daily attendance and health status checks.

### **Social Distancing**

Employees and students will adhere to all rules and protocols stated in the WWCC plan. Program specific practices will include:

- Students will work at individual stations appropriately spaced and identified and use the same station daily (20 total stations)
- 3 tables in the classroom #312 will be utilized as stations for 3 students who are doing manikin work only
- Sinks will be monitored for one at a time use with distancing lines marked on the floor

- Shampoos sinks will be monitored, and every other sink will be in use with distancing lines clearly marked on the floor
- Dryer chairs will be monitored, with use of every other chair in use and clearly marked with distancing lines
- Students will work solely on manikins from June 22-25
- Students will work on clients starting June 29
- Students will be initially limited to no more than two clients per day; an amendment will be proposed once students are able to serve 3 clients per day (the allowed maximum)
- All monetary transactions will be by credit card charge; gloves will be changed for each client
- No one will be allowed in except the client receiving the service and they will be instructed to leave directly after the service
- Students will take lunch breaks at staggered times (TBD by the instructor) and after cleaning and disinfecting their station will get their lunch and eat at their station; they will then clean and disinfect their station prior to resuming work

### **Personal Protective Equipment – Employer/Training Program Provided**

Employees and students will adhere to all rules and protocols stated in the WWCC plan. Program specific practices will include:

- Face coverings will be worn by employees, students and clients; clients must don face coverings prior to exiting their cars
- Students will use a new pair of gloves and apron with each client
- Students will use a new cape for each client
- Plexiglass barriers will be in place in the center of manicure tables before clients are allowed in the salon; these will be disinfected between each client

### **Sanitation & Cleanliness**

Employees and students will adhere to all rules and protocols stated in the WWCC plan. Program specific practices will include:

- Disinfectant will be used to clean each implement after it is used; each student will have their own container of disinfectant
- Tables will be sanitized after each client, including the manikins (for practice)
- Clients will wear face coverings and each station will be disinfected between each client
- Clients will wash their hands at the sink on the west side of Room 310 and then be escorted to their station
- Disinfectant and hand sanitizer will be at each station
- All used washable aprons and towels will be placed in a container with a lid and washed in hot water with bleach

### **Employee and Student Health/Symptoms**

Employees and students will adhere to all rules and protocols stated in the WWCC plan.

### **Location Visitors**

Employees, students and clients will adhere to all rules and protocols stated in the WWCC plan. Program specific practices will include:

- Clients will be booked by appointment only
- For the first week we will post signs outside noting that we are not accepting clients at this time
- Once clients are being accepted we will post a sign noting no walk-in customers with a listing for a number to call to schedule appointments
- We will advertise and explain on the phone that clients need to come alone
- Clients will be provided access to one client-only designated unisex restroom