

Disease Control: Covid19 Make-up Room Modifications

The following are the student's modified procedures for the classroom. Please review carefully as failure to comply with the following may result in disciplinary action, up to and including dismissal.

Make-up Room will now have a capacity of 15 students at a time. The make-ups will take place in Classroom #2 weekday afternoons from 1:15pm to 5:15pm and in Classroom #1 on Saturdays & Sundays from 10:30am to 4:00pm. Weekend opportunities may be canceled or modified in the event of a Continuing Education class.

1. **AT HOME, as you start your day** - Students should take their own temperature before going to campus and ensure they are not presenting with symptoms or any contagious conditions. If you have a fever or any other symptoms, please you stay home. You cancel your reservation through the make-up calendar or by leaving a message for the Student Admin at 512.374.9222, ext. 13.
2. Students should only bring their classroom supplies (books, pen/pencil, backpack/carrier, and lubricants) into the building. **ALL other personal items (food, linens, holsters, etc.) should be left in your vehicle.**
PLEASE NOTE - the student lounge is no longer available for storage, meal prep, or in-room dining; neither are the benches and tables outside. **Please do not gather in these areas.** The refrigerator, microwaves & toaster ovens are also no longer available for use. Please do not bring any food items or drinks other than water into the building. All breaks and food consumption should be done outside or in your car until further notice.
3. As we try to manage foot traffic and minimize clustering, the main entrance is now off limits to students. Please use the entrance designated below:
 - a. **Monday through Friday Make-up Classroom #2:** If you are a student that is attending make-up class Monday through Friday you will be in classroom #2 Your new entrance for entering the school will be on the south side of the building (This is the entrance at the student lounge area). This will be your exit point as well. **Students should arrive and wait in the student lounge area until the MTI checks them in and clears them to enter the classroom.** Please maintain the recommended 6ft. distance while you wait. The MTI will check-in students after the clinic session starts. Students late for that window must wait until the MTI returns after the end of the session. Late arrivals will need to wait until the MTI returns. Unless using the rest rooms, or purchasing items from the front desk, please do not congregate in any other areas of the school.
 - b. **Saturday & Sunday Make-up Classroom #1:** If you are a student that is attending make-up class Saturday & Sunday you will be in classroom #1 Your new entrance for entering the school will be on the north side of the building (this is the entrance located next to our main parking lot). This will be your exit point as well. **Students should arrive and wait in the student hallway until the MTI checks them in and clears them to enter the classroom.** Please maintain the recommended 6ft. distance while you wait. The MTI will check-in students after the clinic session starts. Students late for that window must wait until the MTI returns after the end of the session. Late arrivals will need to wait until the MTI returns. Unless using the rest rooms, or purchasing items from the front desk, please do not congregate in any other areas of the school.

4. **Students will be expected to wear TLC-provided masks at all times while in the building (No Exceptions).**
5. As students arrive for their scheduled make-up shift, an MTI will take the temperature of each student. Students with a fever (99.6 degrees or more), will be sent home and will need to reschedule their make-up. The student with fever cannot return to the school for any reason unless they are fever free for 48 hours. TLC may require further testing. This will be determined on a case-by-case basis.
6. Since MTI's will be busier than in the past, there will be more self-study in the make-up room. **When self-studying, students are expected to observe a 6-foot distance from each other.**
7. **For Hands-on study/practice and testing:**
 - a. Students will disinfect their lubricant bottles/containers using the 90/10 alcohol solution (provided). Then wash hands with new hand washing protocol.
 - b. Students will disinfect all contents/equipment in the make-up room prior to the start of their session. This includes; Table, table legs, height adjustment knobs and any smooth surfaces, clipboards, pens whether or not they are following a student who has just completed their post-session clean up.
 - c. Students will then wash hands with new hand washing protocol.
 - d. If you plan to practice massage or take a hands-on assessment, please ask the MTI-on-duty for linens.
 - e. Facial massages, and work with the elbows and/or forearms are prohibited until further notice. For further clarification, please review the videos on the Student Resources page of our website and/or consult with your MTIs for guidance.
 - f. After the session, remove all linens, blankets, and table setups; fold items in on themselves before putting in a closed bin or hamper. **Do not shake linens.** View pre- and post- massage sanitation protocols on the student resource page.
 - g. Repeat your handwashing protocol and reset the table and treatment space for next session.
 - h. Students will disinfect all contents/equipment from in the make-up room at the completion of their practice/testing. This includes; Table, table legs, height adjustment knobs and any smooth surface, clipboards, pens.
 - i. Finish by washing your hands with new hand washing protocol.
8. All make-up sessions must end on time to allow cleaning crew to come in and disinfect the area and allow air purifiers to prepare the class for the next classroom session. Once dismissed, please take all of your personal items. **If you don't have class, scheduled appointments, or meetings with faculty or staff, please vacate the building. This will allow the cleaning service the opportunity to better prepare the building for the next group.**