



MS 0016

**THE LAUTERSTEIN-CONWAY  
MASSAGE SCHOOL & CLINIC**  
WWW.TLCSCHOOL.COM

**COVID-19 Exposure/Contraction Procedures**

**Note:** For the safety of fellow students, faculty, staff, and clients, it is vital important that those who suspect that they or someone in their bubble has been exposed to COVID-19 that they inform TLC, get tested, and self-quarantine (**bubble refers to a person or people with which one is in frequent, close contact, often unmasked.**). Failure to comply with TLC's COVID-19 policies and procedures may result in disciplinary action, up to and including dismissal.

If you have or believe you have been exposed or are experiencing COVID-19 or flu-like symptoms please do not come on school grounds. Symptoms you should check for include: fever (99.6+), chills, shortness of breath, difficulty breathing, new loss of sense of smell or taste, muscle or body aches, sore throat. If you have or believe you have been exposed or are experiencing any of the above symptoms contact the Director at [markd@tlcschool.com](mailto:markd@tlcschool.com) to schedule a phone call.

TLC requires any student with real or suspected illness to get tested and cleared by a physician before returning school. The student must submit documentation from a physician that clears them to return to campus. As an extra-added precaution, students with real or suspected illness may not return to the building for 14 days after their initial COVID-19 test, regardless of the test results.

If you are enrolled in a Hybrid program and feel well enough to attend from home, please do so. If not, any class missed must be made up. Non-Participation (NP's) can be applied if you have them (see Attendance Requirements, Not-Participating (NP)). If you are sick or awaiting test results, please limit your exposure to others so you can resume classes as soon as you are cleared to do so.

Students who miss class because of real or suspected illness will need to make-up classes in the make-up room. **Students are encouraged to appeal to have their associated make-up fees waived and should include their doctor's note** (See Appeal Procedure). Students with real or suspected illness that are scheduled for clinic, **must** contact the MTI-on-Duty at 512.374.9222, ext. 30 immediately. The MTI-on-Duty will cancel all appointments at no cost or penalty to the student.

4701-B Burnet Rd. Austin, TX 78756

Phone 512-374-9222 Fax 512-374-9812