



THE LAUTERSTEIN-CONWAY MASSAGE SCHOOL & CLINIC

COVID-19 Classroom Procedures

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.

What we expect from you:

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.

AT HOME, as you start your day

Students should take their temperature before leaving for the school and follow the contraction procedure if they believe they have been exposed; have a fever (99.6+); or are exhibiting any of the symptoms listed above.

WHEN YOU ARRIVE AT SCHOOL

PLEASE NOTE: In order to adhere to social distancing standards, 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.** 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.

Please arrive **no more than 15 minutes early**. Upon arrival students should only bring water and their classroom supplies. **ALL other personal items should be left in your vehicle.** Students without vehicles should reach out to their MTI for additional details. As we try to manage foot traffic and minimize clustering, the **main entrance is now off limits to students**. Please use the student entrance to enter and exit. Unless using the restrooms, or purchasing items from the front desk, please do not congregate in any other areas of the school.

WHEN ENTERING THE BUILDING

As you enter the building, you will find masks available. If you do not have your own mask, please put one of these masks on. Students are expected to wear masks **at all times** while in the building (No Exceptions). *Bandannas, gators, and scarves are not acceptable*. Failure to comply will result in suspension from that day's class. Time missed will need to be made up in accordance with make-up policies (see Make-up Classes).

Upon arrival, students should wash their hands with soap and water for a minimum of 20 seconds or utilize hand sanitizer provided near their entrance. **Classroom #1** students should use the sink in the student hallway or in the restrooms. **Classroom #2** students should use the sink in the student lounge or in the restrooms.

WHEN ENTERING THE CLASSROOM FOR A CLASS

Each classroom has two "Clean Stations" which contain latex-free protective gloves, hand sanitizers, and cleaning solution. The person(s) assigned to set the room up will have lecture tables and chairs assembled a minimum of 15 minutes before the class start time. Please give these students space to work.

The MTI will take the temperature of students as they arrive, before taking their seat. When students need to drink their water, they should lift their mask to drink and lower it when finished.

DURING ROLL/LECTURE CLASS

The MTI will take the temperature of each student within the first few minutes of class. Students are encouraged to arrive a few minutes early to expedite this process. Any student presenting with a fever will be sent home and should follow the contraction procedures listed above.

POST LECTURE CLASS

At the end of A class, students will use the solution provided to disinfect all surfaces and put the tables and chairs away. All students will use the solution provided to disinfect their lubricant bottles/containers.

PRACTICAL CLASS SETUP

When massage tables are set up, students should stow their belongings under their assigned table. Nothing should be left along the walls.

FIRST TRADE

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Upon initial table set up, students will disinfect equipment they will be using prior to the start of their practice session. This includes; table, table legs, height adjustment knobs, chairs, any smooth surface, clipboards, and pens. The client will then approach the door, remove and dispose of their gloves, and exit the room to wash their hands.

When everything cleaned, students should dress their tables. Students will store their water and classroom supplies under their tables. Nothing should be left along the walls. Please do not allow the linens, clean or not, to touch the floor. Both partners should wash their hands, wrists, and elbows before massaging/receiving. Both the therapist and client will wear their masks during the entire session.

PLEASE NOTE: Facial massage is prohibited until further notice. Additionally, therapists are permitted to work with their forearms, but can opt out if they so choose. For further clarification, please review the videos on the Student Resources page of our website and/or consult your MTIs for guidance.

At the end of the session, after the client is dressed and off of the table, students will remove and stow the linens and exit the room to wash their hands. **Linens, Clothing, and Other Items That Go in the Laundry:** In order to minimize the possibility of dispersing any particles through the air, do not shake dirty laundry. Remove all linens, blankets, and table setups; fold items in on themselves before stowing them to take home.

After linens are removed students will wash their hands or use hand sanitizer and disinfect all contents/equipment they will be using prior to the start of their practice session. After the tables are dressed, the MTI will allow students to go on their break. Please try to minimize bathroom breaks until after everything is cleaned and setup.

AT THE END OF CLASS

When students are done cleaning their tables, all of their personal belongings should be moved to the wall and out of the way so that students can easily put equipment away.

Students should sit or stand at a distance that is observing social distancing to reflect on the class and receive reminders from their MTI. Once dismissed, please take all of your personal items. **If you don't have any scheduled appointments, make-ups or meetings with faculty or staff, please vacate the building.**