



THE LAUTERSTEIN-CONWAY MASSAGE SCHOOL & CLINIC

COVID-19 Make-up Room Procedures

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

Note: For the safety of fellow students, faculty, staff, and clients, it is vitally 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.

Exposure/Contraction Procedures

If you have or suspect that you or someone in your bubble has been exposed to COVID-19, 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 believe you have been exposed or are experiencing any of the above symptoms contact the Director at markd@tlcschool.com to schedule a phone call. Refer to the Covid contraction procedures for more information.

Make-up Room will now have a capacity of 8 students at a time. The make-ups will take place in Classroom #2 weekday afternoons from 1:00pm to 5:30pm and in Classroom #1 on Saturdays & Sundays from 10:30am to 4:00pm. These hours are subject to change and will be displayed accurately on the make-up sign-up calendar.

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 (massage therapy instructor) 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.

Note: Tuesday – Friday Make-ups will be in Classroom #2. Saturday & Sunday Make-ups will be in Classroom #1 **The MTI will check-in make-up students after the start of each clinic session.** Please maintain the recommended 6ft. distance from others. The MTI will check your temperature. Late arrivals may need to wait until the MTI returns. **DO NOT ENTER THE STUDENT CLINIC.** Unless using the restrooms or picking up a supplies order, please do not congregate in any other areas of the school.

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 will be expected to wear masks **at all times** while in the building (No Exceptions). *Bandannas, gators, and scarves are not acceptable.*

After the start of each clinic session, an MTI will take the temperature of each student in the make-up room. Students with a fever (99.6 degrees or more), will be sent home and will need to reschedule their make-up. If you are sent home, please follow the exposure/contraction procedures listed above.

For Hands-on study/practice and testing:

If you plan to practice massage or take a hands-on assessment, please remember to bring linens and necessary supplies. Students will disinfect their lubricant bottles/containers using the solution provided, then follow handwashing protocol.

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. After complete, students will then repeat the handwashing protocol.

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 with your MTIs for guidance.

After the session, remove all linens, blankets, and table setups; fold items in on themselves before stowing them to take home. **Do not shake linens.**

Students will then repeat the handwashing protocol and reset the table and treatment space for next session by disinfecting all contents/equipment from in the make-up room at the completion of their practice/testing. Finish by repeating the handwashing protocol.

All make-up sessions must end on time to allow for sanitation. Once dismissed, please take all of your personal items. **If you don't have class, clinic appointments, or meetings with faculty or staff, please vacate the building.**