

ICT OTBC REOPENING PLAN

Student will return back to normal scheduled shifts with a few changes on June 2, 2020

- AM and PM shifts will resume at normal scheduled times. 8a-3:30p and 10:30-6p Tuesday through Friday and 8a-12 and 12-4p on Saturdays.
- We are going to continue with the 30-minute window for arriving to school. 7:45 to 8:15 for AM students and 10:15 to 10:45 for PM students.
- Theory classes will continue as scheduled, 2x per week per student for 4 hours a week.
- Student lunch breaks will remain scheduled at this time.
- Students will be able to put in 8hr. shifts with approval and still make sure their covering their set scheduled session.
- We are going to currently continue checking student temperature, inquiring about health issues related to COVID-19, and recent travels.
- All students will be doing a complete station clean-up after each customer serviced with an Instructor checking it prior to taking the next customer.

OTBC will open to Customers on June 2, 2020

- Facial shaves are not a service that will be offered at this time. We will do a facial trim with clippers if requested.
- All customers will only be seen with set appointments at this time.
- While setting the appointment, questions pertaining to COVID 19 health issues and recent travels will be asked.
- Customers will be told to call once they have arrived to check in and wait in their vehicles until student is ready for them.
- Customer will also be informed of the 15-minute window they will have to arrive and still be seen for appointment. Arriving late will result in us having to reschedule their appointments.
- Appointments will be set in 1-hour intervals.
- All customers entering the building must have a mask covering both mouth and nose.
- We are asking that only the individual with set appointment enter the building at this time, minors with an adult.
- Name and telephone number will be verified and temperature will be taken, questions pertaining to COVID 19 health issues and recent travels will be asked once again prior to receiving services.
- Upon completion of the service, the student will escort the customer back to the lobby then return to their station to do a complete clean-up and sanitation of station. Instructors will check and approve the clean-up prior to the student taking the next customer.