

## Innovate Salon Academy Reopening Plan

Our institution will implement the following plan of action to provide a safe and clean space for our students and staff.

- Susan Guido, Director of Operations will be the Covid-19 Point of Contact
- Students and staff will be instructed to stay home if they are not feeling well.
- All parties that receive a positive COVID-19 test are required to inform the Academy. Persons exposed will be required to self-quarantine for 10 days, may need to provide a negative test result and/or release letter from your local department of health before returning to the academy.
- Anyone showing COVID-19 symptoms may be asked to quarantine in order to return to the academy.
- Breaks are encouraged to be taken outside the building when available.
- Hand sanitizer stations will be available upon entering the building and throughout the academy.
- Sufficient hand soap dispensers available in sink areas and maintenance areas.
- Sanitation stations will be available throughout the academy including germ killing spray for use by students and staff.
- The academy cleaning company will clean and sanitize every day. Our personnel will have germ killing solutions and equipment for sanitizing all aspects of the school including all hand touch surfaces such as workstations, classrooms, desks, cabinets, tabletops, mirrors, chalkboards, floors, bathrooms, sinks, stairs, railings, doors, station chairs and shampoo bowls. Students will be responsible for sanitizing their work stations. Staff will be responsible for sanitizing classrooms and shared areas.
- Our Academy will implement the combination of distance education and on grounds education (Pending New Jersey State Board Approval) upon return to the brick and mortar school.
- Students will be encouraged and reminded frequently of the importance of washing hands for 20 seconds, to avoid touching their face, and coughing or sneezing into their elbows.
- Innovate Salon Academy will have a zero tolerance policy for COVID-19 guidelines and policies not followed.