



**JEAN MADELINE  
AVEDA INSTITUTE**

### **Jean Madeline Aveda Institute Health and Safety Plan**

#### **2020 COVID-19 Return to School Procedures**

1. There will be one dedicated entrance to each building
2. Upon entrance each student will be issued a protective mask, or checked to verify they have brought their own
  - i. The mask is to be worn at all times while in school.
  - ii. The mask may be replaced if damaged. (see student services)
  - iii. The student may choose to make and wear their own mask.
  - iv. "Make your own mask" video from CDC: <https://youtu.be/tPx1yqvJgf4>
3. Students will be asked to perform a daily self health check before entering the building.
  - i. Temperature will be taken daily upon entering the building and as needed.
  - ii. If temperature is above 100 degrees Fahrenheit the student will be sent home. (Student will be given a brief waiting period for a second temp measurement in the event that warm weather runs temperatures high)
  - iii. The student will be asked to have Covid-19 testing.
  - iv. Student will be asked to follow the self quarantine guidelines described in the Self Health Check procedure. (See Below)
4. If the student has been exposed they will be asked to go home and self quarantine for 14 days. (see PA guidelines below)
5. Students will employ social distancing (6 feet) as much as is feasible in all areas of the school.
  - i. This includes all classrooms, hallways, restrooms, clinic area, and common areas.
  - ii. Signs will be displayed throughout the building describing new capacity limits and traffic directions where appropriate
6. Hand sanitizer will be used upon entrance to the building and as needed.
  - i. Handwashing for at least 20 sec is encouraged throughout the day.
7. Gloves will be available

#### **Building Visitors**

1. Visitors will be prohibited through the Yellow phase while students are in the building.

#### **Building Preparations**

1. Sneeze shields for public areas with high risk of contamination.
2. Hand sanitizer station at building entrances and where appropriate
3. Signs will be placed in restrooms reminding everyone of 20 sec hand wash procedure
4. Signs are placed throughout the building explaining procedures
5. Social distancing reminder signs throughout the building.
  - a. Social distance 6 feet.
6. Environmental services staff members will be responsible for wiping down and disinfecting surfaces throughout the day.

#### **Preventative Guidelines**

**Jean Madeline Aveda Institute**  
Neshaminy Mall | Queen Village | University City  
[www.jeanmadeline.edu](http://www.jeanmadeline.edu) | @jeanmadeline



JEAN MADELINE  
AVEDA INSTITUTE

1. Student classes will be limited to no more than 16 students
2. Classes will be held on clinic floor whenever possible to maximize social distancing
3. Certain classes with allowable hours for distance learning will remain online through the Yellow Phase
4. Admissions tours will continue online through the Yellow Phase

**Jean Madeline Aveda Institute**

Neshaminy Mall | Queen Village | University City

[www.jeanmadeline.edu](http://www.jeanmadeline.edu) | @jeanmadeline



JEAN MADELINE  
AVEDA INSTITUTE

## **STUDENT SELF-HEALTH CHECK AND RETURN TO SCHOOL PROCEDURE**

We are committed to taking measures to help protect the health and safety of our students during the current coronavirus/COVID-19 situation. Every student is required to complete a self-health check before reporting to school each day.

Upon arriving to school students will have their temperature taken and will be asked to confirm they have completed the self-health check prior to coming to school. If a student answers “NO”, they did not complete the self-health check before arrival, the check will need to be conducted prior to allowing the student to clock in for their class.

### **3 STEP STUDENT SELF-HEALTH CHECK- *Complete at home BEFORE coming to school each day:***

**Step 1-** Take your temperature to ensure you DO NOT have a fever.

**Step 2-** Review the three questions below.

**Step 3-** If you answered YES to any of the three questions, do not report to school. Contact your student services representative.

**Question 1- Are you experiencing COVID-19 related symptoms as listed by the CDC including cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, nausea, vomiting, or new loss of taste or smell sense?**

If YES, stay home and notify your student services representative you will not be at school with as much advance notice as possible. Contact your healthcare provider for guidance and request testing immediately. Maintain frequent communication with your student services representative. Should you begin to feel COVID-19 related symptoms during your class day, immediately inform your Institute Director or Student Services Representative and leave school. You may return to school once you have been fever-free without fever reducing medication for 72 hours, have had improvement in respiratory symptoms, and at least 10 days have passed since symptoms first appeared. You may return to school prior if tested for COVID-19 and your results are negative.

**Question 2- Have you been in close contact with someone who was diagnosed with COVID-19 or experiencing the symptoms listed above within the last 14 days?**

If YES, stay home and notify your student services representative. Contact a health care provider and self-quarantine for 14 days from when you had contact with the person or longer if directed. If symptom-free following your 14-day quarantine, you may return to school. If



JEAN MADELINE  
AVEDA INSTITUTE

tested, please let your student services representative know as soon as you have the results. You may return to school prior to the end of your 14- day quarantine if your test results are negative.

### **Question 3- Have you been diagnosed with COVID-19?**

If YES, do not come to school. Notify your student services representative right away. Please take care of yourself and closely follow your healthcare provider's guidance. You may return to school once you have been fever-free without fever reducing medication for 72 hours, have had improvement in respiratory symptoms, and at least 10 days have passed since symptoms first appeared. You may return prior to 10 days if you have tested negative twice with the tests at least 24 hours apart.

\*For purposes of this policy, close contact is considered being within 6 feet of that person for 15 minutes or more, being coughed or sneezed on by that person, or having other contact with that person's respiratory droplets/secretions. The exposure period for a close contact includes the period of 48 hours before the person became symptomatic and until the person met the criteria for discontinuing home isolation.

\*Guidance for return to school is subject to change based on CDC guidelines. Return to school after answering YES to any of the three questions above must be approved by the Institute Director prior to return.

\*If you are ill but not experiencing COVID symptoms, please stay home and do not return to school until you are symptom-free for at least 24 hours.

### **TEMPERATURE CHECKS UPON ARRIVAL TO SCHOOL**

Every student will have their temperature checked at the door with a touchless thermometer. Students that temp at 100°F or higher will be given the option to step away for 10 minutes and have their temperature taken again. Students that temp at 100°F or higher a second time will be sent home and follow the guidelines listed under Question 1 of the self-health check.