

Human Services

Dr. Eleanor Glover Gladney, 803-734-3826, eglover@ed.sc.gov

Programs governed by other state agencies must be given consideration to ensure the requirements of the programs are met. [Secondary Barber/Master Hair Care](#), [Cosmetology](#), [Esthetics, and Nail Technology](#) secondary programs will follow guidelines established by the governor's office and enforced by South Carolina Labor, Licensing, and Regulation (SCLLR). Local Education Agency (LEA) should consider SCLLR guidelines and requirements when reopening schools. All planning and implementation should be within the context of meeting SCLLR program guidelines.

- [AccelerateSC](#)
- [SCLLR Barbering General Re-opening Guidelines](#)
- [SCLLR Barbering Distance Learning](#)
- [SCLLR Cosmetology General Re-opening Guidelines](#)
- [SCLLR Cosmetology Distance Learning](#)
- [SCDE COVID-19 \(Coronavirus\) and South Carolina Schools](#)

The barbering and cosmetology [re-opening guidelines](#) are listed below. Industry standards will be followed for the secondary school programs. Employer refers to the instructor, employee refers to the students, and clients can refer to students or clients. **Consult the SCLLR guidelines on a continuous basis to make sure the most up-to-date information is used.**

Each employer is responsible for providing a safe and healthy workplace. All employers must determine how best to minimize the spread of COVID-19 in the workplace. In order to re-open and successfully remain open for business, everyone individually and collectively must actively participate in the following core recommendations:

General Guidelines

- Self-isolation – if you are sick, stay home;
- Practice social distancing of at least six feet distance to the greatest extent possible;
- Wash hands frequently (20 seconds with soap and water or use of a sanitizer that contains at least 60% alcohol);
- Clean and disinfect frequently touched objects (e.g., keyboards, phones) and surfaces (e.g., handrails, workstations, sinks) and remove unnecessary frequently touched surfaces (e.g., trash can lids);
- Avoid touching of eyes, nose, and mouth with unwashed hands;

Human Services (cont.)

- Strongly consider wearing a cloth face covering when it is difficult to practice social distancing (do not use on children under two years old, people with difficulty breathing, or people who cannot remove the mask themselves);
- Cover mouth and nose when you cough or sneeze and throw used tissues away immediately after use;
- Avoid using other employees' phones, desks, offices or other work tools and equipment when possible, or disinfect them before and after use; and
- Minimize the use of soft surfaces like cloth covered chairs or area rugs that are more difficult to clean or disinfect.

Guidelines Specifically for Cosmetology Industry Employers

In addition to the above safe-practices, the Cosmetology Industry recommends that compliance with the following additional guidelines will further minimize the potential for transmission and spread of COVID-19. Barbering industry can use guidelines applicable to barber shops/schools.

Waiting/Reception

- Create and implement digital check-in process if possible.
 - i.e. Client can check-in via phone, website, or mobile app
- Limit the number of clients in the waiting area (eliminate if possible, allowing only customers being serviced in the salon at any given time).
 - Rearrange waiting area so as to maintain 6 feet between seats.
- Develop schedule for cleaning frequently touched surfaces such as the check-in countertop, shared writing utensils, and the main door handle.
 - i.e. Wipe all these surfaces with a disinfectant wipe every hour.
- If weather is nice, consider leaving front door propped open. This will help increase air exchanges in the establishment and eliminate the need for customers to touch the door handle when entering/exiting.

Human Services (cont.)

Classroom/Salon/Barber Shop Cleanliness

- Develop, implement and maintain a cleaning and disinfecting schedule for all areas of the classroom and salon/barber shop.
- Provide an EPA approved disinfectant for disinfecting equipment and work areas.
- Train students on the cleaning/disinfecting schedule, the difference between cleaning and disinfecting, proper PPE use and the hazards of the chemicals used. Add SDS to your Hazard Communication Program.
- Clean and disinfect ALL restroom surfaces including floors, sinks, and toilet bowls. Store paper products in a closed cabinet and provide antibacterial hand soap. Place trashcan by door.
- All common spaces including lobby area, bathrooms and frequently touched surfaces, doors, tools and equipment should be cleaned and disinfected prior to daily opening and between each student/customer.
- Workstations to include chairs and other surfaces should be disinfected after each student/customer.
- Students should frequently wash their hands after using the phones, computer, cash register and/or credit card machine. Wipe these surfaces between each use.
- Consult [CDC Information](#) on Cleaning and Disinfection.

Providing Services (Before/During/After)

- Prior to providing any services, make sure the service area is clean – including all surfaces, devices, linens, and tools.
- Do not place clients at adjacent stations, if possible. If space allows, have an empty station between each client.
- Limit number of clients being seen by any given stylist at one time and in the salon at one time to allow for appropriate social distancing.
- Staff should wear an apron or smock and change after each client.

Human Services (cont.)

- Staff should wear gloves (if possible) and dispose of them after each client.
- Staff should wash hands prior to beginning work on a client and between clients if seeing more than one client at a time.
- Staff should strongly consider wearing a face mask or cloth face covering while in close contact (less than six feet distance) with a client.
- Talk openly with clients about the situation and be attentive to their concerns.
- Upon service completion, wipe chair, hair washing sink, and all used devices/tools with a disinfecting wipe (or equivalent disinfecting spray and cloth), remove all used linens, and discard all used non-reusable items prior to next client.

Check out

- Explore digital pre-payment at the time appointment is scheduled or during a digital check-in/check-out process.
- Where payment must occur at a register, encourage client to use hand sanitizer prior to touching a shared writing utensil, credit card keypad, or other shared equipment.
- Consider keying the number yourself to avoid client touching the keypad.
- Wipe checkout counter, utensils, and equipment after transaction is complete.

Personal Cleanliness

- Ensure that all sinks in the workplace have antibacterial soap available and paper towels.
- Students should frequently wash their hands or use hand sanitizer after using the phones, computer, cash register and/or credit card machine. Wipe these surfaces between each use.
- Post handwashing signs in the restrooms.
- Provide hand sanitizer, tissues, and single lined trash receptacles.

Human Services (cont.)

Signs

- Create signage regarding safety and hygiene practices. This serves as a good reminder for students.

Training

- All students should be trained on safety and hygiene practices including but not limited to:
 - Donning and doffing personal protective equipment (PPE).
 - Use of disinfecting and/or sanitizing agents to clean surfaces, devices and linens.
 - Any newly established classroom/workplace policy or procedure to minimize the spread of COVID-19
- Instructors will provide COVID-19 policies both verbally and in writing.
- Upon completion of training, all students will be required to sign a statement to acknowledge understanding and adherence of policy.

Cleaning (End of the Day/Each Class period)

Devices/Tools

1. Wipe down all surfaces of the device, tool, case and/or containers used for the service
2. After fully cleansing the entire device/tool (electrodes, tips, handles, etc.) place it in a closed container marked "clean."
3. Empty your steamer at the end of every day.
4. Disinfect the interior of your hot cabinet and leave the door open to dry.

Surfaces

1. While cleaning surfaces, spray it with an EPA registered disinfectant (bacterial, virucidal and fungicidal). Be sure to leave the surface wet for the full contact time listed on the label.

Human Services (cont.)

2. Wipe it down. Use paper towels to wipe the surface clean, and then discard the paper towels in a closed trash container.
3. Wipe down product bottles with a disinfectant wipe (or equivalent listed above)
4. Mop the floor. A disposable floor cleaner (i.e. Swifter) can be used.

Linens

1. Use bleach or a different EPA registered disinfectant laundry additive. Follow the manufacturer instructions for correct water temperature.
2. Place linens in the dryer immediately after the wash cycle is done. Do not leave the linens in the washer overnight.
3. Fold the clean linens and place them in closed cabinets or other storage areas marked clean.
4. Launder uniforms nightly. Multiple uniforms or smocks will be needed if laundry cannot be performed daily.

Resources

- South Carolina [Barber Examiners](#)
 - [Distance Learning](#)
 - [Reopening of Barber Shops](#)
- South Carolina Board of [Cosmetology](#)
 - [Distance Learning](#)
 - [Reopening of Salons and Spas](#)
- Milady
"[Using MindTap to Support Distance Learning](#)"

Distance Learning Accreditation for Student Hours
[Infection Control Certification Course](#) Now Available – June 1

- [Pivot Point](#)
Schools can contact Pivot Point through the website.

Human Services (cont.)

- [Beauty as a Business \(BaaB\)](#)
An online curriculum company that teaches up-and-coming hair and beauty professionals how to build their personal brands and books using social media. Hundreds of hair and beauty schools across the country are taking advantage of their free 20 hours of distance learning social media lessons.
- [S/P2 Cosmetology for Career-Technical Education](#)
S/P2's online training gives your students the awareness they need to recognize the safety and sanitation issues around them, as well as providing training on skills that are desirable to employers. S/P2 Cosmetology includes additional personal and professional development courses to help your students find and retain successful careers in the cosmetology industry, including building a resume and interview skills.
- [Today's Class](#)
Today's Class learning management system is the easiest to use on the market. Spend less time on administrative tasks and more time for students or even yourself.
- [Practical Procedures Videos](#)
Kit Packing Videos
Samantha Young – syoung@newberry.k12.sc.us
- [OCTE Google Drive Resources](#)
- [Pedagogy Wheel 5.0](#)
A connection of theory, practice, and application. A tool for lesson planning and to be used during class time to deepen learning towards a specific 21st century skill of content knowledge.
- [Your New School](#)
Omni Q - Disinfectant – Disinfects in one minute
YourNewSchool seeks out the best, highest-quality products and services in the beauty and beauty school industry and arranges to bring those select vendors direct to you without the high prices and simultaneously does away with the burden beauty schools face making the right connections with the right vendors. We do all that for you.

Career and Technical Student Organization (CTSO)

- [South Carolina Skills USA](#)
- [National SkillsUSA](#)