



**Coronavirus (COVID-19) Infection Prevention & Control Policy  
For  
The Southern School of Beauty Therapy Ltd.**

All of us have been affected by the coronavirus (COVID-19) pandemic. Our priority is to keep you as safe as possible and prior to re-opening the training school we have implemented a number of changes which we would like to make you aware of. During the time that we have been closed, we have completed the Coronavirus (COVID-19) Infection Prevention and Control course which is accredited by the Guild of Professional Beauty Therapists Ltd, the UK trade body for our industry. We have also read and understood the government guidelines regarding close contact services which can be downloaded here:  
<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services>

**We have since implemented some changes in the way that we operate that you will notice when you next visit. This policy contains important information and it is really important that you read it and understand it before attending a course. If you have any questions at all then please contact us.**

#### **Course bookings**

If any of our instructors feel ill or have symptoms of COVID-19, they will self-isolate immediately and not come into the school. This may mean that we may have to postpone your course at short notice. We appreciate that this may be inconvenient but it is done entirely for your own safety. If your course is postponed you will not lose any monies paid and you will be able to re-book again.

If you or any of the people you live with feel ill or display any symptoms of COVID-19 – please advise us as soon as possible and **DO NOT ATTEND YOUR COURSE**. We have amended our booking terms and conditions and you will not be charged for any courses which you miss due to illness/ other. You can find our terms and conditions here:  
<https://irpcdn.multiscreensite.com/eba26d74/files/uploaded/TERMS%20AND%20CONDITIONS%20OF%20BOOKING.pdf>

#### **Visiting the training school**

All students must complete the Coronavirus Questionnaire/Declaration prior to attending a course. This will be emailed to you.

For your safety and to maintain social distancing, we ask that you attend your course as close to the start time as possible. We still suggest that you aim to arrive 10/15 minutes before the course start time in case you are delayed getting here. If you are driving then please wait in your car until a

couple of minutes before the course start time. If you do not have a car then please wait outside until you are asked to come in. Whilst waiting outside to enter the premises please observe social distancing rules.

You will have access to hand sanitiser or soap and water as soon as you enter the premises.

We ask that all persons (students, models, clients and instructors) wear a facemask as soon as you enter the premises. We have masks available or you can wear your own if you wish.

We will be taking your temperature when you arrive. We will be using a non-contact infrared thermometer. If you have a high temperature then unfortunately we will have to send you home. If this happens then you are welcome to reschedule for another course date. Please do not be offended if this happens. This is for your fellow students and our instructors protection.

We are used to using PPE in our industry. As per government guidelines we will ask you to use additional personal protective equipment (PPE) during your visit and during your course. This may include visors, face masks, aprons and gloves where appropriate.

We have increased the frequency of cleaning in the training school including making sure that common surfaces, toilets, door handles etc. are wiped clean using disinfectant products regularly

As always all tools and equipment will be disinfected or sterilised in line with the specific manufacturers' instructions for your safety.

Wherever possible we will utilise single use items during a treatment that will be disposed of safely after use in order to protect you from cross infection.

We can confirm that the laundering of towels is a priority and we can assure you that all laundry is washed at 60 degrees C as per government guidelines.

All disposable items are bagged and safely removed from the treatment area.

We have carried out a risk assessment on all courses and treatments as per government guidelines.

We used to offer students a reception/communal area offering refreshment facilities and a fridge. We have been advised by the government that this is no longer possible as it can increase the opportunity for cross contamination.

Therefore we ask all students to bring their own drink/water. Please make sure that you bring enough with you to last the full day.

You are welcome to bring your own food but please bear in mind that we can no longer offer use of a fridge so you may want to bring it in a suitable container such as a coolbag.

Alternatively there is a bakery, café, fish and chip shop and a Co-Op just up the road from us.

We ask that all students consume their lunch off the premises.

Your instructor will tell you what time you need to return from your lunch break. When returning from lunch students will have to sanitise or wash their hands when entering and re-apply their face mask.

We can no longer provide pens. Students MUST bring their own pen to make notes.

We offer a toilet and hand washing facilities. We ask that students leave the training room one at a time to take turns using the toilet in order to prevent congestion in the corridor and reception area. This will be easily managed as we only have small classes of no more than 6 students.

### **During your course**

We understand the importance of hand hygiene and we will ensure that everyone will wash our hands in according with NHS recommendations before the start of any demonstration/treatment.

We will try to make all demonstrations and treatments as safe, comfortable and enjoyable as possible. If you have any concerns about any treatments please let us know and we will do what we can to satisfy you.

### **Purchase of kits**

In order to avoid handling of cash, we would prefer if you to pay for your kit by bank transfer or by card where possible.

All of these procedures have been implemented for your safety and ours. We will continue to take advice from the Government and the NHS regarding safe practice and will amend them as necessary.

Thank you for your understanding and we look forward to seeing you.

Justin Kemp  
Managing Director

13/07/20