

Capri Beauty College  
Covid-19 / Phase 5  
ILLINOIS RESTORED  
*Personal Care Guidelines*



*A Message from Capri*

Protecting the health, safety, and wellbeing of the entire Capri community is a top priority. The administration continues to work closely with state and local officials as well as beauty industry partners in response to COVID-19. In addition, the College communicates with Cook and Will County Epidemiology & Communicable Disease Program Investigators for reporting Positive Cases and guidance on best practices.

Personal Care guidelines relate to salons operated by beauty schools in effort to keep everyone safe and while reactive, it is flexible enough to change according to new developments and guidelines. We are taking a community effort approach and are following the CDC Covid-19 Quarantine; When to Stay Home Recommendations available by following this link:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

*PHASE 5 – Illinois Restored What This*

Phase Looks Like:

Testing, tracing and treatment are widely available throughout the state. Either a vaccine is developed to prevent additional spread of COVID-19, a treatment option is readily available that ensures health care capacity is no longer a concern, or there are no new cases over a sustained period. All sectors of the economy reopen with new health and hygiene practices permanently in place. Large gatherings of all sizes can resume. Public health experts focus on lessons learned and building out the public health infrastructure needed to meet and overcome future challenges. Health care equity is made a priority to improve health outcomes and ensure vulnerable communities receive the quality care they deserve. What's Open: All sectors of the economy reopen with businesses, schools, and recreation resuming normal operations with new safety guidance and procedures, Conventions, festivals, and large events can take place.

*Point of Contacts*

We welcome feedback on how well we are doing and where our efforts can improve. Questions, concerns, self-reported illness, and or exposure related to Covid-19, are to be emailed to Capri's Covid-19 Point of Contacts (POC); New Lenox Campus: Amy Ruff [amy@capri.edu](mailto:amy@capri.edu) or Oak Forest Campus: Tricia Seil [tricia@capri.edu](mailto:tricia@capri.edu)

*Dignity and Respect in Relationship to COVID-19*

During this unprecedented time, faculty, staff and students should remain that every individual will be treated with dignity and respect. The College will not tolerate discrimination, harassment, spreading false information and related misconduct on Campus.

**Personal Care Guidelines:**

A. *Community Safety on Campus*

- Hand sanitizers available at point of entry.
- Spray bottles of Alcohol are available to disinfected stations and bowls between clients and at end of the day.
- Temperature checks will be available. The Illinois Department of Public Health states that a fever for COVID-19 purposes is any temperature at 100.4 degrees Fahrenheit

B. *When You Are Sick:*

CDC Symptoms of Covid-19: All members of the Capri community are expected to self-check their symptoms for: Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea. CDC Symptoms of Omicron Variant: cough, runny or stuffy nose, fatigue, sore throat, and headache. If you have symptoms:

- Consult with and stay in touch with your doctor. Be sure to get care if you have trouble breathing or if you think it's an emergency.
- Stay home, do not leave your home, except to get medical care.

- Take care of yourself. Get rest and stay hydrated. If your doctor approves take over-the-counter medicines, such as acetaminophen, to help you feel better.
- Avoid public transportation, ride-sharing, or taxis. Self-Isolate. Separate yourself from other people
- As much as possible, stay in a specific room and away from other people and pets in your home. If possible, you should use a separate bathroom. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.

### C. Covid-19 Cases

#### 1. Positive Case

If an employee or student is identified as being COVID-19 positive by testing, they are expected to self-report a positive case to the College's Point of Contact and remain isolated at home the required number of days after symptom onset. CDC cleaning and disinfecting may be performed in designated areas as soon after the confirmation of a positive test as practical. Where appropriate, Capri will notify employees and students by telephone and email who may have been exposed. When necessary, a class of students may be placed on quarantine on a case-by-case basis. Confirmed Positive Cases are reported to either the Cook or Will County Health Department based on employee or student residency using that Department's provided link.

#### 2. Close Contact Case and when to Quarantine

May be required to quarantine for the number of days after the last/most recent contact with the case when the case was infectious as outlined by the CDC recommendations, seek a PCR Covid-19 test five (5) days after exposure and is expected to self-report to the College's Point of Contact.

#### 3. Displaying signs of infectious illness consistent with COVID-19 while on campus

Any faculty member or employee of the College may ask a student to come to an area on campus where symptoms can be discussed in private. Student may be asked to leave campus and will be contacted by the College's Point of Contact for further guidance.

#### 4. Displaying signs of infectious illness consistent with COVID-19 while off campus

The student should report an absence, stay home, consult with their health care provider for evaluation and seek a PCR COVID-19 test.

### D. Coronavirus and the Impact on Student Absent Hours

It is the policy of the College for a student to refrain from attending class when sick with the common cold, influenza, Coronavirus or any other infectious illness. The student should stay home and consult with their healthcare provider for evaluation. As such, the College accommodates each student with 75 absent hours for personal use at no additional charge.

### E. Amendments to the Impact on Student Absent Hours Policy

In all cases, the College follows recommendations outlined from the CDC regarding Quarantine when determining the impact on Absent Hours.

When the Student is:

1. Confirmed positive for COVID-19 by PCR testing, lives with or cares for a person confirmed positive for COVID-19 by testing:  
*The student may be placed on an Emergency \*Leave of Absence, without absent hours; approval required.*
2. Identified as a "Close Contact" by the CDC, a COVID-19 POC or during self-reporting by the student: *The student may be placed on a temporary \*Leave of Absence without absent hours; approval required.*

\*Leave of Absence; an authorized Emergency Leave of Absence (LOA) due to Covid-19 is typically granted for cases that total 75 hours absent. An authorized leave of absence (LOA) for R2T4 purposes is a temporary interruption in a student's program of study. LOA refers to the specific time period during a program when a student is not in attendance and must meet certain conditions deemed appropriate by the school to be counted as a temporary interruption in a student's education. Appropriate conditions may include: illnesses of the student, national, state or local pandemic, or other reasons deemed legitimate by the school and which can be substantiated in writing. The period of time for which a student has been approved shall be excluded from the maximum time frame in which an individual student will be expected to complete the program. The student shall return with the same progress status with which he/she left.

3. Testing for possible infectious consistent with COVID-19:

The student should report an absence, stay home, consult with their health care provider for evaluation and seek a PCR COVID-19 test. If the test is Negative: the student should verify documentation of testing with a COVID-19 POC which must include the student's full Name and the Date of the Test. If provided, an Overtime Charge Accommodation may exclude the Date of the Test, according to the student's schedule, from the calculation of overtime charges.

4. Covid-19 Vaccination Appointments:

Vaccination appointments that occur during school hours are treated the same as Dr. Appointments. Students may arrive late with documentation and will receive credit hours starting from the time clocked in.

5. Experiencing Covid-19 related symptoms after vaccination:

the student should report their absence and consider the time off as part of their 75 absent hours for personal use.

*The student*

*F. Updated Mask Requirements effective February 28, 2022*

**Masks will no longer be required beginning February 28, 2022 but they are still recommended.**

[View Gov. Pritzker's Press-Release 02.09.2022](#)

*G. Additional Links & Testing Sites*

[Frequently Asked Questions](#)

[WILL COUNTY Health Department and Testing Sites](#)

[IDPH COVID-19 Testing Sites](#)

[Walgreens Testing sites by Zip Code](#)