



June 4, 2020

To: Sunstate Academy Community

From: Kylie Pulford Judy Rubio
Salon & Spa Manager Salon & Spa Manager

Re: Staggered Reopening of our Salons and Spas

As most of you know Governor DeSantis has announced that the State of Florida is moving to Phase 2 of his reopening plan under Executive Order 20-139, Phase 2: Safe. Smart. Step-by-Step. Plan for Florida's Recovery effective 12:01 a.m. on June 5, 2020.

Effective, Monday, June 8th you will be afforded the opportunity to provide student-to-student services on the salon floor. With regards to our spas and treatment rooms, students will be afforded the opportunity to perform student-to-student service exchanges. For those students that have earned "personal services" because of high attendance and performance rates, you will continue to enjoy the already-established discount.

When is the next phase of our staggered reopening and how will it happen?

Effective, Friday, June 12th Sunstate Academy will be opening its Salons and Spas in a "soft opening" for friends and family only. Students of Sunstate Academy will be permitted to self-appoint the clientele that you feel the most comfortable with. In addition, this initiative will assist you in learning first-hand proven techniques for "building your book of business." In keeping with our commitment of preparing students for the "world of work," our first foray into the reopening of our salons and spas will greatly benefit your educational and training experience.

Students will be afforded the opportunity of appointing their friends and family by communicating with our Reception Staff by using the following methods:

- Telephone Clearwater: 727/538-3827
Fort Myers: 239/278-1311

- Text Clearwater: 727/300-6610
Fort Myers: 561/692-3189
- E-mail Clearwater: reception@sunstate.edu
Fort Myers: receptionist@sunstate.edu

When making an appointment for their friends and family, students must provide the following information to the Reception Staff:

- Client Name
- Client Phone Number
- Student Name
- Student ID

It's important to note that when appointing your friends and family to give yourself a little more time in between bookings. Of note, because of safety and sanitation protocols, as directed by the Governor's Office, please factor in an additional 15 minutes above and beyond an already liberal time period between bookings.

With regard to safety and sanitation protocols, Sunstate Academy will follow published regulations as directed by the Governor's Office and Department of Business and Professional Regulation. Those protocols can be found attached.

In closing, we look forward to working with you in an effort to maximize your short-term learning, and therefore your long-term earning potential. Good luck on "building your book of business....."

Ec: Brandon Dixon, Director of Education
Brennan Evans, Dean
Dave Holden, Dean
Patti Dennis, Campus Director
Carolyn Murchison, Campus Director
Gregory Jones, President & CEO

Safety and Sanitation Protocols

INFORMATION FOR BARBERSHOPS, COSMETOLOGY SALONS, AND
COSMETOLOGY SPECIALTY SALONS

PURSUANT TO EXECUTIVE ORDER 20-120 OF GOVERNOR RON DESANTIS AS
ISSUED MAY 9, 2020

Effective May 11, 2020, the following restrictions are mandatory for barbershops, cosmetology salons, and cosmetology specialty salons:

- All customers will be by appointment only.
- Allow at least 15 minutes between the conclusion of an appointment and the beginning of the next appointment for proper disinfecting practices.
- No group appointments are permitted.
- Masks must be worn by all students while performing personal services.

Barbershops, cosmetology salons, and cosmetology specialty salons are encouraged to adhere to the following guidance:

- Thoroughly clean and disinfect prior to reopening. Make sure to disinfect all surfaces, tools and linens, even if they were cleaned before you originally closed. This type of cleaning should continue between each day of operation.
- Consider providing unworn masks to clients for use during their appointment.
- Remove all unnecessary, frequently touched items like magazines, newspapers, service menus and any other unnecessary paper products and décor from customer service areas.

**INFORMATION FOR
BARBERSHOPS, COSMETOLOGY SALONS,
AND COSMETOLOGY SPECIALTY SALONS**

PURSUANT TO EXECUTIVE ORDER 20-120 OF GOVERNOR RON DESANTIS AS ISSUED MAY 9, 2020

Effective May 11, 2020, the following restrictions are mandatory for barbershops, cosmetology salons, and cosmetology specialty salons:

- All customers will be by appointment only.
- Allow at least 15 minutes between the conclusion of an appointment and the beginning of the next appointment for proper disinfecting practices.
- No group appointments are permitted.
- Masks must be worn by all employees while performing personal services.

Barbershops, cosmetology salons, and cosmetology specialty salons are encouraged to adhere to the following guidance:

- Thoroughly clean and disinfect prior to reopening. Make sure to disinfect all surfaces, tools and linens, even if they were cleaned before you originally closed. This type of cleaning should continue between each day of operation.
- Consider providing unworn masks to clients for use during their appointment.
- Remove all unnecessary, frequently touched items like magazines, newspapers, service menus and any other unnecessary paper products and décor from customer service areas.

###