**Section 1175.1510 Physical Site Requirements**

a) Space Requirements

1) A hair braiding school shall have a minimum of 650 square feet of work space. If the school has more than 10 students, an additional 40 square feet is required for each additional work station required by subsection (b)(10).

2) Work space shall include only the dispensary and laboratory area.

3) A hair braiding school shall have at least 1 classroom of no less than 150 square feet for a maximum of 10 students. If attendance exceeds 10 in the classroom at any time, an additional 30 square feet of classroom space is required for each additional student.

4) Classroom shall be equipped with desk/table space and chairs suitable for classroom work and demonstrating hair braiding practices.

5) A student lounge area shall be provided that is separated from the work space and sufficient space shall be provided for each student to keep school related and personal items.

6) Two restrooms shall be provided.

7) A public waiting area shall be provided that is separated from the work space.

8) Cloak space shall be provided for the public. Cloak space must be separated from the work space.

9) All areas of the school shall be lighted and ventilated, except for storage closets.

b) Equipment Requirements – All equipment shall be in working condition and sufficient for the number of students enrolled. Minimum requirements for school equipment are:

1) An entrance sign designating the name of the school.

2) A school seal.

3) A time clock or other equipment necessary for verification of attendance and hours earned.

4) A chair suitable for classroom work for each student and, when appropriate, sufficient desk or table space in the classroom.

5) Desk/table space and chairs suitable for demonstrating hair braiding practices for each licensed teacher in the classroom.

6) 1 mannequin practice table to accommodate at least 5 students.

7) 1 shampoo bowl and chair with adequate hot and cold running water.

8) 1 dryer and chair.

9) 5 work stations with styling chairs. If attendance exceeds 10 in the work space at any time, at least 1 additional work station with a styling chair for every 2 students.

10) One mannequin for each student in attendance.

11) Sufficient hair braiding tools, devices and supplies for each student in attendance.

12) One cape for each student in attendance.

13) Storage drawers for hair braiding tools, devices and supplies.

14) Adequate covered waste disposal containers placed at convenient locations.

15) Closed or covered space equipped for storing clean towels. Space shall be large and sturdy enough to store 5 dozen towels per 10 students in the work area.

16) At least one covered container for soiled towels in the work area. Containers shall be large and sturdy enough to store soiled towels.

17) Adequate lighting and ventilation shall be provided as required by the city, county or municipality.

c) Sanitary Regulations

1) Clean outer garments must be worn at all times. No open toed shoes shall be worn by students.

2) New or cleaned and disinfected tools and devices shall be used for each patron.

3) After each patron is served, combs, brushes and scissors must be cleaned, then immersed in a disinfectant as specified by the manufacturer's instructions, then rinsed in water and dried. They shall be kept in a closed container separately from items that have not been disinfected.

4) Clean towels shall be used for each patron.

5) A neck strip or towel shall be placed around the patron's neck, and changed after each use, to prevent direct contact between a common use hair cloth or cape and the patron's skin.

6) The head rests of each styling chair shall be protected with a head cover or a cleaned and disinfected towel. Disposable head covers shall be changed after each patron. Non-disposable head covers shall be cleaned and disinfected before use on a patron. Towels shall be cleaned and disinfected before use on a patron.

7) Teachers and students shall observe and follow thorough hand washing with soap and water or any equally effective cleansing solution or waterless hand sanitizer before and after serving each patron.

8) Shampoo bowls and sinks shall be clean and free of hair and residue after each use.

9) All disinfecting agents shall be kept at adequate strengths to maintain effectiveness, be free of residue and be available for immediate use at all times the school is open for business.

10) Oils and other items used within the field of practice that are subject to cross-contamination shall be kept in clean, closed containers. They shall be dispensed from containers to prevent contamination of the unused portion.

11) All clean towels shall be kept in a closed or covered space, separately from soiled towels, that is equipped for storing towels.

12) All soiled towels shall be kept in a covered container. Containers shall be large and sturdy enough to store soiled towels after use.

13) Storage drawers for clean tools, devices and supplies shall be kept clean and free of residue and used only for clean tools, devices and supplies.

14) Storage cabinets, work stations and vanities shall be kept clean and free of residue.

15) Floor surfaces shall be kept clean, orderly and in good repair.

16) Walls, doors, windows and ceilings shall be clean and free of excessive spots, mildew, condensation or peeling paint.

17) Equipment, mirrors, lights and similar closures, furnishings, attached equipment, decorative materials and fixtures shall be kept clean and in good repair.

18) Outer surfaces of waste disposal containers shall be kept clean.

19) All schools shall provide adequate ventilation as required by the city, county or municipality to keep the school free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke and fumes.

20) All schools shall provide a safe and adequate supply of continuous hot and cold running water from an approved source. Sinks located in the restroom do not qualify as a water source.

21) No owner, manager, teacher or school administrator shall knowingly permit any person suffering from a serious communicable disease, as defined in 77 Ill. Adm. Code 690, to work on the premises, or knowingly permit a student to serve a patron with a serious communicable disease.

22) Pets or other animals shall not be permitted in a school at any time. This prohibition does not apply to an animal assistant for the physically impaired.

d) Textbooks/Teaching Materials – Textbooks shall be provided for each student in attendance.

e) Teachers – The student/teacher ratio during clinical instruction shall not exceed a 25 to 1 ratio.

(Source: Amended at 42 Ill. Reg. 15159, effective August 10, 2018)