

Seavers, Dennis

From: barber-schools-bounces@lists.ncmail.net on behalf of Seavers, Dennis <dennis.seavers@nc.gov>
Sent: Monday, June 22, 2020 5:45 PM
To: barber-schools
Subject: [Barber-schools] July exams
Attachments: Exam instructions, special instructions for covid-19, July 2020.pdf; Exam instructions, both, covid-19.pdf; Exam instructions, practical only, covid-19.pdf; Exam instructions, written only, covid-19.pdf; Qualifying Model Policy - Covid-19.pdf; ATT00001.txt

Dear schools,

We'll be resuming exams in July and have sent (and will be sending) notices out to applicants. Although you're not required to assist students with the exam instructions, I know that students often look to you for assistance.

Attached are the instructions that students will receive, including special instructions related to the pandemic. In addition, when students arrive, staff members will be giving instructions as part of our measures to control the chance of covid-19 infection. I wanted to highlight a few specific items below.

- If an applicant contacts us before the exam, even the morning of the exam, to reschedule, we won't charge a fee. (Normally, they have to contact us at least 10 days before the exam to avoid being charged the fee.) We're doing this because we want to avoid a situation where an applicant feels ill that morning but still comes to the exam because he or she is concerned about paying an additional fee. We also realize that some applicants may have difficulty finding models, especially during the pandemic, and we want to be flexible.
- For the same reason, individuals whose temporary permits (permission to work) will expire if they reschedule can have the PTW extended. And individuals who don't have a PTW or face some other restriction should contact the board if they believe that rescheduling will negatively affect them. Again, the idea is to remove the temptation to attend the exams while ill.
- Applicants and their models MUST wear face coverings. I realize that, for some people, face coverings are a political issue. However, the City of Raleigh currently mandates face coverings, and the board must protect the staff and other exam attendees. As indicated in the attached notice, we won't allow people in the building if they don't have the face covering.
- For July 2020 exams, and possibly later, we're eliminating the shave. While this is an important part of the board's assessment of applicants, it would require the model to remove the face covering; it also would require the faces of the barber and model to be relatively close while the model is unmasked. This represents an unacceptable risk of viral transmission.
- For July 2020 exams, models must have hair that's at least 1.5 inches at the crown and back of the head (instead of at least 2 inches). We're doing this because there's less advance notice of the exam date than usual. It's a good idea for applicants to get models with longer hair than 1.5 inches, but that's the minimum requirement.

If you have any questions, please feel free to contact me, or the board staff at barberboard@nc.gov.

Dennis

Dennis Seavers

Executive Director

North Carolina Board of Barber Examiners

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IMPORTANT NOTICE ABOUT YOUR EXAMS

COVID-19 PRECAUTIONS

Many of you know about the spread of the novel coronavirus that causes COVID-19. This notice addresses how the spread of COVID-19 may affect your exams and what precautions we're taking. It's imperative that you carefully read this notice and follow all requirements. Given the complicated situation with the pandemic, please be prepared for some delays on exam day.

IMPORTANT: you must follow staff instructions at the exam site. Failure to follow instructions may cause you to be disqualified from taking the exam. These instructions are for your protection and ours, as well as your fellow exam-takers.

Prohibited persons

- If you're sick, especially with fever, coughing, or shortness of breath—regardless of whether you've been diagnosed with COVID-19—don't attend the exam.
- If you attend, your presence may disrupt our ability to administer the exam, and you may threaten the health of others in attendance.

Rescheduling at no cost

- Normally, you must pay a fee to reschedule your exam if you ask to reschedule too late. However, anyone who has exams scheduled in July 2020 can be rescheduled for free, even if the request is the day of the exam.
- You DO NOT need to provide a doctor note or evidence of your medical condition to reschedule at no cost. You simply need to contact us.
- If you're taking the practical exam, this no-cost rescheduling applies even if you're healthy but simply couldn't get a model in time.

Permission to Work

- If you must reschedule as discussed above, and you have a permission to work, we'll extend the deadline for your permission to work. Simply request a new form from the office, return it to us, and we will issue a revised form with a later expiration date.
- If you aren't working under a permission to work and can't get another, we understand you may be tempted to come to the exam because you need to get licensed, even if you're sick. Please contact the office so we can understand your concerns and determine whether we can accommodate those concerns without you coming to the exam.

Face coverings (masks) are mandatory

- Your exam-specific instructions discuss what you need to bring and wear to the exam. However, we want to emphasize that **both you and your model** must

wear a face covering at all times. (If you're only taking the written exam, you don't need a model.)

- **IMPORTANT:** If you or your model appear for the exam without face coverings, you won't be allowed in the building.
- For information on suitable face coverings, please go to <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>.
- If you have a medical condition that prevents you from being able to wear a face covering, please contact the office as soon as possible. Please don't simply show up on exam day without a face covering without having contacted us in advance, or we won't let you in the building.

Shave portion of the exam is canceled

- This section only applies to people taking the practical exam. If you're only taking the written exam, you can skip to the next section.
- Normally, the practical exam requires you to perform a shave on a live model. For the July 2020 exams, we will be eliminating the shave portion of the exam.
- The shave is an important part of our exam, especially the assessment of your infection-control practices. But since your model wouldn't be able to wear a mask and your faces would be close to each other, the risk of viral transmission is too great.
- Instead, your exam will consist of a haircut and assessment of your infection-control practices. Your model won't need to have facial hair.

When you arrive, remain in your car

- You must park on the side of the building or in the back.
- If you park elsewhere, you may be asked to leave or have your car towed.
- Don't come into the building when you arrive, and don't wait outside by the front door, which will be locked. **Instead, you must wait in your car until we come get you for the exam.** Since we have a small lobby, we don't want individuals congregating in the building in close proximity.

Other precautions on exam day

For your protection, the board staff will have precautions in place on exam day to limit the chance of infection. These include:

- Disinfection of surfaces before and after exams;
- Mandatory handwashing requirements for all individuals;
- Reduction of the number of people present at each exam to maximize social distancing.

Please contact the board staff if you have any questions or concerns at barberboard@nc.gov or (919) 814-0640.

Exam Instructions for Written and Practical Examinations

You must read BOTH SIDES of this instruction sheet and sign the bottom to indicate that you've read it. If you don't read and follow these instructions, you may be disqualified from taking the exam, and your exam fee will not be refunded.

Parking

You must park on the side of the building. Please do not park in any space marked reserved. As indicated in the "Covid-19 Precautions" instructions, you must remain in your car until asked to come into the building.

Weapons, cell phones, cameras, or recording devices are prohibited

You are prohibited from bringing these items into the testing area—even if you were to put the cell phone in your pocket.

What you must bring

- This instruction sheet, signed at the bottom of page 2 (other side)
- The model release form, which must be notarized. We do not offer notary services at the office.
- Two forms of identification, one of which must include your photo
- Other items for the practical exam, as indicated below

Written exam

- The exam has two parts, and you have 90 minutes to complete both parts.
 - 10 multiple-choice questions on North Carolina rules and regulations
 - 110 multiple-choice questions on all aspects of barbering and hair styling
- To pass, you must receive a score of at least 70 on each portion of the exam.

Practical exam—general requirements

- The practical exam will be an actual demonstration (no mannequins) of all of the following:
 - Tapered neckline haircut
 - Sanitation
 - Preparing the model for service
 - Proper use of tools
- Due to the pandemic, we are temporarily eliminating the shave portion of the test.
- You will have 45 minutes to complete the practical exam.
- To pass, you must receive a score of at least 70 on each portion of the exam.
- You must bring barber tools, haircloth, and all towels and supplies for a haircut.
- You must wear a barber smock or jacket (no apron) and closed-toe shoes (no sandals).

- You and your model must wear a face covering (mask) at all times.

Practical exam—models

- You must provide a male model.
- The model's hair must not be pre-cut or shaved and must be suitable for performing the required services. If the neckline area is weak or pre-cut, the model will be rejected.
- Models must have a full head of hair. Bald or semi-bald models are not allowed.
- Models must have **at least** 1.5 inches of hair measured at the crown and back of the head (though we recommend at least 2 inches) and **at least** ½ an inch of hair measured at the nape of the neck, even with the bottom of the ears.
- Since you won't be performing the shave, it doesn't matter whether your model has facial hair.
- Models are not available at the exam facility.
- At the exam, you will perform a men's tapered haircut. You will automatically fail if the hair is blocked rather than tapered, or if you demonstrate a brush cut or fade-out.
- Please review the attached policy on qualifying models for additional information.

Signature

You must sign this form and bring it with you to the exam.

I have read and understand these instructions and the "Covid-19 Precautions" instructions. I understand that failure to comply with any of the requirements may prohibit me from taking the exams. If I did not understand any of the instructions, I contacted the office of the Board of Barber Examiners for further information and now understand the instructions.

Signature

Exam Instructions for Practical Examination

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Exam Instructions for Written Examination

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Since you won’t be taking the practical exam, you don’t need to bring a model.

Parking

You must park on the side of the building. Please do not park in any space marked reserved. As indicated in the “Covid-19 Precautions” instructions, you must remain in your car until asked to come into the building.

Weapons, cell phones, cameras, or recording devices are prohibited

You are prohibited from bringing these items into the testing area—even if you were to put the cell phone in your pocket.

What you must bring

- This instruction sheet, signed at the bottom of this page
- Two forms of identification, one of which must include your photo
- A face covering (mask)

Written exam

- The exam has two parts, and you have 90 minutes to complete both parts.
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