



Phagans' Beauty College (Phagans' Cosmetology Colleges)
Phagans' Central Oregon Beauty College (Phagans' Cosmetology Colleges)
Phagans' Grants Pass College of Beauty (Phagans' Cosmetology Colleges)
Phagans' Medford Beauty School (Phagans' Cosmetology Colleges)
Phagans' School of Beauty (Phagans' Cosmetology Colleges)

March 13, 2020

Dear Phagans' Students,

Our primary concern during this very complicated COVID-19 situation is your physical well-being. The first phase of our response plan has been to be extremely diligent about sanitation and signage around the schools all week.

We are deeply concerned about the financial well-being of our students as well, because a majority of you depend upon receiving financial aid for living expenses. Since we are clock hour schools, and continued financial aid disbursements require ongoing attendance, we are making every effort to keep our schools open in the safest manner we can establish as long as possible.

In addition, we are currently in contact with and waiting for more information from our regulatory agencies, including the US Department of Education and the Oregon Higher Education Coordinating Commission. As soon as we do receive information, we will contact all students and let them know their options. Moreover, the answers we receive from these regulators will impact our contingency plans going forward.

We also want to assure that in no way will you incur any over-contract charges if you miss school during this time due to illness, needing to provide care-giving at home or because you think the risk is too great to come to school. We will work with you resolve the impacts as best we can.

We do have a 5 phase contingency plan, and are currently in phase 2, which includes these steps:

- Closing early on 3/13/20 to complete an even more comprehensive cleaning with as many people as possible are out of the building
- Enhanced screening procedures for all persons entering the building starting Monday, 3/16/20
- Increased social distancing practices, which will include things like limiting numbers of guests, cancellation of outside visitors to the campus, etc... starting Monday, 3/16/20
- Any student, staff or guest who has any symptoms may not enter the premises, and anyone who feels at risk by entering is encouraged to stay home
- We are urging all persons who are at high risk – including any one over the age of 60 and/or persons with underlying health conditions to refrain from coming into our buildings

As you know, this is a very fluid situation. We will keep you informed of all information we can, as we know it. Please watch for text messages from your campus, and check our website for updated information. We've added a special announcements page which you can access here:

<https://www.phagans-schools.com/announcements>

Currently there are **no confirmed cases of COVID-19 among Phagans' students or staff at this time.**

Please accept our sincere thanks for your patience and support as this situation is rapidly evolving in Oregon and across the country. These measures are intended to help protect the most vulnerable populations we serve and to safeguard students and employees as much as possible.

Warm Regards,
Phagans' Cosmetology College

