



Ohio Administrative Code Rule 4713-3-03 School layout.

Effective: February 12, 2024

(A) Every school, regardless of type, shall be well lighted, well ventilated, with an exhaust sufficient to remove any chemical fume hazards. The ventilation system shall be sufficient to maintain suitable room temperature, and shall be kept free of contaminants. The HVAC system shall meet state building code and/or local zoning or building codes for the use of the space as a school.

(B) Every school, regardless of type, shall maintain a practice/demonstration room, as well as a clinic. Public schools may be excepted from this requirement if the school system mandates a separation of each grade, in which case, the public school may use the same room for both the clinic and the practice room.

(C) The following clinic requirements shall be met for a licensed school:

(1) The clinic shall contain stations for instruction of students. Schools offering cosmetology, barbering, hair design, or natural hair styling shall be equipped with two shampoo bowls for every fifteen students in attendance at each session. Schools offering esthetic or manicuring programs shall have one sink with hot and cold running water per fifteen students.

(2) The clinic rooms shall not be partitioned into booths; however, the clinic shall be separated from the practice/demonstration room by a partition at least eight feet high.

(3) Every school offering cosmetology, barber, hair design or natural hair styling programs shall have one clinic station for every two students in attendance at each clinic session. Such clinic stations shall be equipped with mirrors, adjustable height chairs or hydraulic reclining chairs as applicable to the program, and accommodations for student's equipment and supplies for clinic practice.

(4) Every school offering esthetic and manicuring programs shall have at least one clinic station for every two students in attendance at each clinic session. Such clinic stations shall be equipped with



appropriate tables, chairs and accommodations for student's supplies and equipment.

(D) The practice rooms for cosmetology and barber schools shall contain practice stations, and, for schools offering cosmetology, barber, hair design, or natural hair styling programs, equipped with at least one shampoo bowl for every fifteen students. Each esthetic and manicuring only school shall have at least one sink for sanitary reasons in the practice room.

(E) A cosmetology, barber, hair design or natural hair styling school may meet the shampoo bowl requirements of this rule by establishing a shampoo area separate from both clinic and practice rooms. The shampoo area shall meet the number of shampoo bowls per student ratios as set forth in this rule for both the clinic and the practice room. Should a school use a shampoo area, the design of the facility shall allow access to the shampoo area from both the clinic and practice room without the need to go through the other room.

(F) Facial areas and rooms for cosmetology schools shall have the following requirements:

(1) Every school offering cosmetology or esthetics shall have a separate facial room or area that is properly equipped to provide a complete facial service.

(a) The school may meet the facial area requirements of this rule by making available a properly equipped area that provides client privacy when the client receives facial services.

(b) A properly equipped area or room shall include a sink with hot and cold running water.

(2) The facial room or area shall be separated from other rooms by partitions sufficient to provide client privacy.

(3) Esthetic schools shall have at least one facial, waxing or make-up room area or station similarly equipped.

(4) Additional facial areas or rooms in full cosmetology course schools shall have either a sink with hot and cold running water in the room or a sink outside the room within forty feet of the room. Cosmetology schools or esthetic only schools may divide the clinic into facial rooms that meet the



privacy concerns of their service clients. These divisions may be partitions that are ceiling mounted movable curtains similar to hospital curtains or other flexible dividers. Each such facial room shall be within forty feet of a sink with hot and cold running water.

(G) All chemicals used in the practice of barbering or a branch of cosmetology stored in a licensed school shall be stored in a safe location that is not readily accessible to students and/or members of the public. Every school shall have containers for soiled linens and towels. Every school shall maintain sufficient supplies for teaching purposes.

(H) Every school, regardless of type, shall maintain a clean restroom facility, equipped with a flush toilet, running water, a soap dispenser, and a paper towel dispenser or equipment for hand-drying. The facilities shall be kept clean, sanitary, and functional.

(I) Every school, regardless of type, shall provide locker facilities or other secured enclosures to enable students to safely store their personal items temporarily while they are in school. A school shall provide a minimum of one locker or other secured enclosure for every two students.

(J) Every school, regardless of type, shall maintain a secure storage system for the school's records.

(K) Every school, regardless of type, shall have a timekeeping system in place to track student hours.