

CHAPTER 4

BARBER SCHOOLS

Authority

Unless otherwise expressly noted all provisions of this Chapter 4 were adopted by the Board of Barber Examiners pursuant to authority delegated at N.J.S.A. 45:4-27 et seq., and were filed May 27, 1969, and became effective July 1, 1969.

CHAPTER TABLE OF CONTENTS

SUBCHAPTER 1. GENERAL PROVISIONS

- 8:4-1.1 Definition of Board
- 8:4-1.2 Procedures for initial barber school or college license
- 8:4-1.3 General information
- 8:4-1.4 Students and faculty
- 8:4-1.5 Physical plant
- 8:4-1.6 Sanitary equipment
- 8:4-1.7 Enrollment
- 8:4-1.8 Courses

SUBCHAPTER 1. GENERAL PROVISIONS

8:4-1.1 Definition of Board

The following word, when used in this Chapter, shall have the following meaning unless the context clearly indicates otherwise.

"Board" means Board of Barber Examiners, Department of Health, State of New Jersey.

8:4-1.2 Procedures for initial barber school or college license

(a) Whenever a request is received for information for a proposed barber school or college, a form and all other pertinent information will be forwarded to the individual making the request.

(b) Upon receipt of a form, completely filled out by the prospective school or college owner or owners, the form will be presented to the Board for consideration at its next regular meeting.

(c) If the form is approved, the Board will assign at least two of its members or inspectors to make a preliminary inspection to determine whether such premises comply with this Chapter insofar as the physical condition of the property.

(d) Upon approval of the final inspection by the Board, the initial barber school or college license shall be issued for the current year.

(e) Students shall not register at a barber school or college until such time as that school or college is licensed by the Board.

8:4-1.3 General information

(a) School or college advertisements shall set forth the name and address of the school or college as it appears on the license for the school or college.

(b) False or misleading statements in school or college advertisements, or any statement appearing in school or college advertisements endeavoring to influence the public to enroll in a school or college through the use of the name, "State Board of Barber Examiners", other than advertising that they are licensed and governed by the rules and regulations of the Board is prohibited.

(c) Schools or colleges shall have displayed at their main entrances a sign or other marking clearly visible at all times that the establishment is open, indicating the establishment is a barber school or college.

(d) In order to limit barber schools to instruction and to prevent the operator thereof from detracting from the educational aspect in an effort to promote the business advantages of a barber shop, barber schools or colleges are prohibited from operating barber shops in conjunction with or as a part of the school or college administration.

(e) In order to prevent unfair competition between a barber school and a duly licensed barber shop, no barber school or college license shall be issued to anyone unless the applicant shows that the proposed barber school will not be located within 250 feet of an existing barber shop as computed on the basis of the ordinary way of walking.

(f) A barber school or college license is not transferable. If a licensee wishes to change location or sell or transfer ownership of school or college, he or his transferees must reapply to the Board for a new license. When all requirements have been met, and the proposed new premises inspected and approved, a new license will be issued by the Board on receipt of the statutory fee for a new license.

(g) No other trade or business shall be taught or conducted in a barber school or college nor shall the Board approve any school or college of barbering in an establishment which teaches or conducts any other trade, profession or business.

(h) Student apprentices shall attend classes in a licensed barber school or college only.

8:4-1.4 Students and faculty

(a) In each barber school or college there shall be a faculty to student ratio of at least one registered instructor to every four students or any fraction thereof.

(b) Instructors shall devote their full time during school hours to teaching and supervising practice student work.

(c) All barber schools or colleges shall keep records for each student. These records shall include:

1. Hours of attendance;
2. Classroom and practice grades and any comments;
3. Student's conduct (including adherence to sanitary rules).

(d) At the end of each month, every barber school or college shall send to the Board a complete record of:

1. Names and addresses of all students enrolled in the school or college for that month;
2. Attendance record for all students for that month;
3. Conduct records for all students for that month, including his adherence to sanitary rules;
4. Final record and summary of each student's grades for that month.

(e) These individual monthly reports will be certified by the instructor, and a copy of the individual's record will be presented to him on graduation.

(c) All of these records relating to students shall be kept for a period of five years in a manner and condition which will allow them to be intelligently and conveniently inspected by the members of the Board or their inspectors.

(g) No registered student apprentice shall practice barbering except in the school or college in which he is a student, and such practice may take place only under the supervision of a duly licensed instructor.

(h) A student apprentice may work in a barber shop after he has graduated from a barber school or college and he has received a diploma from said school or college for a period of 18 months, in order to be eligible for a barber examination.

(i) If an apprentice wishes to discontinue his attendance at a barber school or college but wishes to continue his apprenticeship in a duly licensed and operating barber shop under the supervision of a barber who has been registered for at least two years, he may do so by so informing the Board.

(j) No one in any way connected with a barber school or college shall guarantee positions to students or guarantee financial aid in establishing a shop to a student.

(k) No student will be allowed to receive any compensation, directly or indirectly, for services rendered in any barber school or college.

(l) All tuition or other charges made for expenses shall be paid to the school or college.

(m) Whether a student is enrolled as an apprentice or in a postgraduate or refresher course, the receipt of commissions or other compensation by the student for services rendered to the public in barber schools or colleges is prohibited and constitutes practicing barbering without a license.

(n) All tool kits must remain in the school or college in which the student is enrolled, provided there is a safe and secure place for storage of tool kits. The student may take them home only after his graduation, or upon termination of his enrollment at the school or college.

(o) The sale, by or in a barber school or college, of any items not listed below is prohibited:

1. Text books pertaining to barbering and barber science;
2. Other books necessary for the student in furthering his barbering education;
3. Barber kits containing only the equipment necessary to partake in the program of supervised practice in the school or college (limit of one per student).

(p) Students and teachers shall be attired in neat, clean and washable uniforms at all times during school or college hours.

(q) No barber school or college shall remain open in violation of a city, town, or village ordinance or on a legal State holiday.

(r) Every barber school or college shall keep a copy of these rules and regulations and a copy of the applicable statutes on the premises in a location readily accessible to students, patrons, and staff at all times.

(s) Smoking shall not be permitted by teachers or students in the classroom or while working on a patron.

8:4-1.5 Physical plant

(a) Every approved barber school or college shall have at least one classroom which shall be entirely separate from the clinic room where the students work on the general public. This room is to be used for teaching, demonstrations, and examinations as well as for students practicing on one another. The room shall be equipped with:

1. A minimum of one barber chair for every four students;
2. A minimum of 160 square feet per four students or fraction thereof and additional minimum of 30 square feet for each additional student;
3. A chair with a writing arm or a desk and chair for every student;

4. A supply of hot and cold running water, under pressure, at all times;

5. A blackboard and charts illustrating the skin, circulation of the blood, and the muscles and bones of the face, scalp, and neck;

6. A library including suitable reference books on the subjects of barbering and barber science.

(b) Every approved barber school or college shall have a clinic room where the students may practice on the general public. This area shall not be used for any purpose other than for work done on the general public, nor shall it be used as a waiting room for customers waiting for services. The clinic room shall be equipped with:

1. A minimum of four barber chairs;

2. A minimum area of ten feet by eight feet for each barber chair, in order to allow adequate working room for the student apprentice as well as supervisory and instruction area for the instructor;

3. All of the appurtenances required by a licensed barber shop.

(c) Every approved barber school or college shall have a waiting room from which a customer may enter or leave without having to pass through any other section of the school or college. This room shall contain a reception desk and at least four waiting chairs and be at least 100 square feet in size.

(d) The school or college must provide a locker room in which each student has an individual locker with functional lock. This room may not be used for any other purpose.

(e) Every approved barber school or college shall have at least two lavatories, one for females and one for males. The lavatories shall have hot and cold running water under pressure and a water flushed toilet. These rooms must be kept in a clean and sanitary condition at all times, and at no time may they be used as a stock room or storage area.

(f) Every approved barber school or college shall have storage closets and cabinets for mops, brooms, and any other supplies used for cleaning, and separate closets and cabinets for the storage of linens and other supplies used in teaching or practicing.

8:4-1.6 Sanitary equipment

(a) All barber schools or colleges shall provide a sufficient number of tools and instruments for each student working at a barber chair to supplement the equipment in the student's kit, which tools and equipment should be periodically checked by the instructor to insure their sanitary condition.

(b) The barber school or college must supply at each chair in clear and correctly labeled containers:

1. Freshly laundered cloth face towels and turkish towels;

2. Neck strips;

3. Hair tonics;

4. Face lotions;

5. Cold creams;

6. Massage creams and massage apparatus;

7. Powder or septic liquid;

8. Sterilization solution adequate to immerse all tools or instruments which make contact with the patron's skin; and

9. Waste container.

(c) Every approved barber school or college shall have a supply of hot and cold running water, under pressure, readily available to the barber chairs at a ratio of not less than one such facility for every two barber chairs.

(d) The school or college shall keep the sterilization solution containers filled with the proper strength solution at all times. These containers shall be completely emptied, cleaned and refilled with the proper strength solution at the end of every school day of eight hours.

(e) Every school or college shall display at each working chair in the clinic room, a copy of the student apprentice license of the student operating that chair. In addition, the school or college shall display its school license and the license of teachers and instructors in its waiting room.

8:4-1.7 Enrollment

(a) Any person not a graduate of a barber school or college and not the holder of a license from another state or country, may enroll in a barber school or college as an apprentice student under certain conditions contained in the Barber Law and as provided by the Board in this Subchapter.

(b) All prospective students of a barber school or college shall first notify the Board as to the name of the school or college in which he seeks enrollment.

(c) No barber school or college shall enroll or admit any student thereto unless such student shall make and file in duplicate, a duly verified application upon forms prescribed and furnished by the Board. One copy of such application shall be retained by the school or college, and the other shall be filed with the Board.

(d) No school shall permit a student to start their course until such student has first received a student apprentice certificate from the Board.

(e) All new applications for a certificate of student apprenticeship shall be accompanied by a certificate from a

practicing medical doctor of this State dated not more than ten days prior to date of application, attesting that the applicant is free from any contagious or infectious disease.

(f) A person is qualified to receive a certificate as a registered student apprentice barber if:

1. He has successfully completed eight grades of grammar school or its equivalent;
2. He is at least 16½ years of age;
3. He is of good moral and temperate habits;
4. He has qualified under the provisions of N.J.S.A. 45:4-1 et seq.;
5. He has paid the required fee to the Board.

(g) If, after reviewing the application of a student who does not speak, read or write the English language, the Board is satisfied he meets all requirements as to an eighth grade education or its equivalency, and if the Board is satisfied that the applicant is enrolled in an accredited school, either day or night school, so that he may be prepared at time of examination to take his examination in English, the Board may grant applicant permission to enroll as a student apprentice in said school or college and to be treated as other student apprentice applicants.

(h) The Board may certify students as student apprentices who do not read or write English because of circumstances other than illiteracy, but it must be shown that the person is from another state or country, and that he meets all other requirements for a student apprentice certificate, and that said person will show evidence from time to time, as the Board may wish, that he is attending an accredited school other than barber school or college in order to learn the English language. However, nothing herein shall be construed to require a citizen of the United States to read, speak or write English.

(i) No person shall serve or attempt to serve as a student apprentice barber unless he has secured a certificate of registration as a registered student apprentice issued by the Board.

(j) The Board, according to evidence submitted by the applicant and school or college, shall issue the applicant a student apprentice certificate to attend a barber school or college.

8:4-1.8 Courses

(a) Barber school or college classes shall commence on the first Monday of each month. Only students that have been registered with the Board and have received their student apprentice certificate of registration are eligible to start classes in subjects and courses approved by the Board.

(b) Regular hours shall be established by all schools and colleges. Any time lost by the student shall be made up before a diploma is issued. Practical shop work of three hours each day, shall be required of all students, except during the first four weeks of a course. All examinations and other written papers shall be carefully graded and returned to the student.

(c) Students must complete a four week course in the handling of tools and the fundamentals of barbering before being allowed to perform work on the general public.

(d) No school or college of barbering will be approved by the Board unless it requires as a prerequisite to graduation a course of instruction of not less than 1,000 hours to be completed within six months, consisting of not more than ten hours in any one school day and 48 hours a week plus one hour per day designated as lunch hour. The 1,000 hours shall be broken down as follows:

1. Supervised practice (700 hours) including:
 - i. Scalp Care and Shampooing;
 - ii. Honing and Stropping;
 - iii. Shaving;
 - iv. Facials, Massage and Packs;
 - v. Arranging and Coloring;
 - vi. Law, Ethics and Economics;
 - vii. Equipment and Shop Management;
 - viii. History of Barbering;
 - ix. Sanitation and Sterilization;
 - x. Personal Hygiene and First Aid;
 - xi. Bacteriology;
 - xii. Skin, Scalp, Hair, and their Common disorders.
2. Demonstrations and Lectures (300 hours) including:
 - i. Scientific Fundamentals of Barbering Hygiene;
 - ii. Histology of the Hair;
 - iii. Anatomy including, particularly, structure of the head, face and neck;
 - iv. Elementary Chemistry, relating to sterilization and antiseptics;
 - v. Chemistry;
 - vi. Scalp Care;
 - vii. Honing and Stropping;
 - viii. Shaving with a straight razor;
 - ix. Haircutting;
 - x. Hair Tonics and Singeing;

- xi. Dyeing and Bleaching;
- xii. Shampoo;
- xiii. Creams, Lotions and Tonics.