



<b>Business Name</b>	The Hair Base	<b>Assessment carried out by</b>	Emma Jarvis	<b>Date</b>	
<b>Activity</b>	Safe operating of hair salon during Covid19 pandemic				

Description:

The Hair Base take the safety of its staff and customers extremely seriously and will ensure implementation of safe and effective social distancing and hygiene measures in line with government advice to limit the potential for infection. This risk assessment covers all activities associated with the hair salon and details additional measures implemented to address the Covid19 pandemic.

Estimation of risk:

High risk: Almost certain or imminent chance of major injury/damage, lost time, business interruption, or disablement.  
Medium risk: An even chance that it may happen and may lead to lost time, injury, illness, damage or lost business.  
Low risk: Improbable chance, unlikely to happen, or negligible risk (delay only).

**This risk assessment must be read in conjunction with all other activity and site-specific risk assessments in relation to the tasks you are undertaking.**



Nature of hazard	Groups at risk	Current precautions	Estimation of risk	Potential additional precautions
Risk of infection from Covid 19	Staff and customers	<p>Staff are reminded that they must self-isolate in accordance with government guidance and get a coronavirus test if they develop symptoms.</p> <p>Management will send home any member of staff who displays symptoms if that individual fails to comply appropriately.</p> <p>Staff are reminded to stay away from work should a member of their household develop symptoms, pending the outcome of a coronavirus test on that household member.</p> <p>Staff are reminded that they must self-isolate for 14 days should they receive such instructions from the NHS Track and Trace service.</p> <p>For those staff who are on site, everyone will always remain 2m apart, or 1m with risk mitigation where 2m is not viable, is acceptable. Operations and locations will be designed accordingly</p> <p>The number of clients permitted on site will be limited, and appointments will be managed via a central booking system with allocated time slots to ensure the level and flow of clients is maintained</p>		



Nature of hazard	Groups at risk	Current precautions	Estimation of risk	Potential additional precautions
Cleaning of premises during pandemic		<p>Hand contact points will be cleaned and sanitised regularly throughout the day.</p> <p>Each station will be sanitised for 15 mins in between clients</p> <p>Toilet cleaning will be undertaken as a minimum 3 times a day and staff will complete the toilet cleaning schedule.</p> <p>Disposable paper towels are provided in the toilets.</p>	Medium Risk	



Nature of hazard	Groups at risk	Current precautions	Estimation of risk	Potential additional precautions
<p>Risk from transmission of infection between staff and client interactions</p>		<p>Staff are requested to observe the following:            Hair must be tied up            No rings or hand jewellery            No long sleeve tops            Face visors are to be worn at all times where 2 meters cannot be observed</p> <p>Staff must complete a daily health checklist form and have temperature taken and recorded</p> <p>Staff are requested not to leave salon on lunch break and lunch breaks will be staggered throughout the day.</p> <p>Staff shifts will be staggered to allow for social distancing.</p> <p>The salon door will remain locked and a door bell is provided for clients arriving for their appointments.</p> <p>Staff will work from every other workstation to allow for social distancing.</p> <p>The centre stations will be used in a staggered format so that 2 meters distance can be maintained between clients who are face to face.</p> <p>One stylist per client where possible</p>	<p>Medium Risk</p>	



Nature of hazard	Groups at risk	Current precautions	Estimation of risk	Potential additional precautions
<p>Risk of clients bringing Covid19 into the Salon.</p>		<p>Pre-visit information will be issued to clients advising them of the behaviours required, the restrictions on site and a reminder of their own personal responsibility to observe site rules and information.</p> <p>Hair consultations will take place where possible over video call such as Facetime</p> <p>Clients are requested to wash their hands and fill an online form on their arrival</p> <p>Face covering (masks) are available for clients to wear should they wish to do so.</p> <p>Clients will be taken directly to the station and will be provided with a basket to place their belongings in which will be taken to the station with them</p> <p>A Perspex screen is provided at reception. Where possible clients will be checked out in their seat using contactless payment and their next appointment emailed directly to them.</p> <p>During the pandemic no magazines will be available in the salon.</p> <p>Clients are requested not to bring food</p>	<p>Medium Risk</p>	



<b>Signature of assessor:</b>		<b>Date:</b>	
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