



HAIR MINISTRY

Coronavirus (Covid-19) Restart Risk Assessment

Date assessment was carried out: April 8th 2021

Date of next review: July 9th 2021

Assessment carried out by: Aimee Cousins

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).

ACTIVITY/ TASK	HAZARD/RISK	PEOPLE AT RISK	ACTION TAKEN	LOW RISK	MEDIUM RISK	HIGH RISK	ADDITIONAL ACTION NEEDED
Reopening of the salon	Deterioration of your premises during lockdown Lack of key staff Possibility of Legionella Bacteria contamination from the water systems. Increased risk with stored or re-circulated water.	All employees Clients	<ul style="list-style-type: none"> • Reoccupation checklist completed before staff return. • This checklist will also ensure the safety of the building. Carried out by maintenance. • Key staff levels, such as first aiders, considered to ensure continued cover. • Issues with the premises put right before opening. • Training and information given to staff and clients to assure them that the risks are being controlled. • Shielded individuals not permitted into the salon and vulnerable people to be given extra consideration. Vulnerable people given an individual risk assessment. • Person-to-person contact minimised when accepting deliveries. • Ventilation checks and monitoring as recommended by government guidance. • We have taken the advice of Columbus Plumbing and Heating and had samples of hot and cold water supplies from all salons sent to a lab for testing to prevent Legionnaires Disease. Certificates available 	X X X X X	 X X		<ul style="list-style-type: none"> • Regularly check the Public Health England and the GOV.UK website. • 'Action needed' list will be revised and updated regularly

ACTIVITY/ TASK	HAZARD/RISK	PEOPLE AT RISK	ACTION TAKEN	LOW RISK	MEDIUM RISK	HIGH RISK	ADDITIONAL ACTION NEEDED
Working within the salon	<p>Staff spreading the virus to fellow employees and clients</p> <p>1 in 3 people who are infected with COVID-19 have no symptoms so could be spreading the disease without knowing it.</p>	<p>Stylists</p> <p>Managers</p> <p>Receptionist</p> <p>Apprentices</p> <p>Clients</p>	<ul style="list-style-type: none"> • Daily checks of staff to be completed to ask if they have any coronavirus symptoms or if members of their household have any symptoms. Daily management checklist is available. • Basic infection controls will be followed as recommended by government guidance: <ul style="list-style-type: none"> - Cover mouth and nose with a tissue or sleeve (not hands) when coughing or sneezing. - Put used tissues in the bin straight away. - Wash hands with soap and hot water often – use hand sanitiser gel if soap and hot water are not available. - Try to avoid close contact with people who are unwell. - Clean and disinfect frequently touched objects and surfaces (including equipment). - Do not touch your eyes, nose or mouth if hands are not clean. • Perspex screens installed at the reception desk to protect the receptionist and clients. • Perspex screens installed at stations and basins to protect the receptionist and clients. • Good ventilation is possible areas having windows and doors open. 	X	X		<ul style="list-style-type: none"> • Regularly check Public Health England and the GOV.UK website. • ‘Action needed’ list will be revised and updated regularly. • Consider having a ‘vulnerable person hour’ with fewer clients in. • Consider introducing regular staff Covid-19 staff testing
Services/treatments	Contact with persons suffering from coronavirus	<p>Stylists</p> <p>Therapists</p> <p>Clients</p> <p>Apprentices</p>	<p>The salon cleaning schedule will be completed before and after each client.</p> <ul style="list-style-type: none"> • PPE to be worn by staff and clients as advised in government guidelines. • Perspex screens installed at the reception desk to protect the receptionist and clients. • Perspex screens installed at stations and basins to protect the receptionist and clients. 	X	X	X	<ul style="list-style-type: none"> • Regularly check Public Health England and the GOV.UK website. • ‘Action needed’ list will be revised and updated regularly. • Consider having a ‘vulnerable person hour’ with fewer clients in.

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General salon work	Contact with contaminated materials	All employees Stylists Therapists Clients Receptionist	<p>Extra storage has been made available for clients' bags and outerwear to prevent cross-contamination.</p> <ul style="list-style-type: none"> • Water & hot drinks will only be served in disposable cups or disposable bottles. Food will not be served. • Sanitiser is available for handing water to the client. • The client will dispose of their own waste straight into bins. • Post can be handled, but hands must be washed afterwards. • Unnecessary items such as magazines, children's toys and testers have been removed. • A deep clean has been completed prior to opening and will be done regularly in future. • Contact points will be cleaned frequently. • Tools will be thoroughly sanitised after each use. • Stocks will be kept up for: - Hand soap - Hand sanitiser - Disposable tissues - Paper towels - Sterilising equipment and fluid. • Measures are in place to control exposure to cleaning chemicals. • Waste will be placed in a lined bin. Once full, the liner will be tied then placed in a second bin bag and tied. This should be stored in a secure place for at least 72 hours before putting in communal waste areas. Hands must be washed after handling waste. • Perspex screens installed at the reception desk to protect the receptionist and clients. • Perspex screens installed at stations and basins to protect the receptionist and clients. • Hairdressers to have 2 sets of equipment to rotate, clean and sterilize sufficiently between each client and at the end of the day. 	X	X		<ul style="list-style-type: none"> • Regularly check Public Health England and the GOV.UK website. • 'Action needed' list will be revised and updated regularly. • Consider having a 'vulnerable person hour' with fewer clients in.

Signed by assessor: Aimee Cousins

Date: 8/4/21

Signed by manager: Aimee Cousins

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