

# COVID – 19 Risk Assessment

Aspire Hairdressing (NE) LIMITED | 155 Linthorpe Road | Middlesbrough | TS1 4AG

Date: 03 – 07 – 2020

Updated: 17 – 11 – 2020

Completed by: C Robinson

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>• <b>Staff</b></li> <li>• <b>Guests</b></li> <li>• <b>Vulnerable groups – Elderly, Pregnant, those with existing underlying health conditions</b></li> <li>• <b>Anyone else who physically comes in contact with you in relation to your business</b></li> </ul>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water in place.</li> <li>• Stringent hand washing taking place.</li> <li>• Drying of hands with disposable paper towels.</li> <li>• Staff encouraged to protect the skin by applying moisturiser regularly</li> <li>• Alcohol gel sanitisers in reception and drinks area where washing facilities not readily available.</li> </ul>	<p>Signage within reception area and around salon reminding employees and salon guests to clean hands.</p> <p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels.</p> <p>Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p> <p>Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice</p>	All	Continuous	Continuous

		<p><b><u>Cleaning</u></b> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p>All scissors, combs and brushes, nail tools etc to be cleansed using barbicide</p> <p><b><u>Social Distancing</u></b> Social Distancing -Reducing the number of styling stations in use to create a minimum gap of 1m between clients</p> <p>Installation of sneeze screens where alternate areas can not be used and at initial entry points, such as reception desk, between basins and to separate colour area.</p> <p>Masks and visors to be worn at all times when working with clients.</p> <p>Taking steps to review work schedules including start &amp; finish times/shift patterns, to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p>	<p>Sanitising sprays to be available at every section for staff to disinfect all tools used in front of clients prior to use.</p> <p>Bathroom checks throughout the day with touch points disinfected</p> <p>All employees to complete barbicide training online.</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed and that alternate sections remain out of use.</p> <p>Transparent screens in place between hairdressing sections.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Management checks to ensure this is adhered to.</p>			
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		<p>Ensuring sufficient rest breaks for staff.</p> <p>Social distancing also to be adhered to in break area.</p> <p>Beauty beds to be sterilised using a spray steriliser after each client.</p> <p>All client gowns and towels to be single use only.</p> <p>All crockery and cutlery to be cleaned between use using an anti bacterial dish soap.</p> <p>All touch points to be cleaned at regular intervals throughout the day.</p> <p><b><u>Wearing of Gloves</u></b> Where Risk Assessment identifies wearing of gloves prior to washing hair as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><b><u>PPE</u></b></p>	<p>Clean couch roll to be put on beauty bed before each client and disposed of immediately after</p> <p>Gowns washed at 60o or above at the end of each day. Disposable towels available for use</p> <p>Disposable crockery also available.</p> <p>Staff to use gel hand sanitizer before and after client and prior to touching any other touch points.</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing. Gloves should be removed after each service and disposed of. All staff should use alcohol hand sanitising gel after client prior to using any reception facilities, tea and coffee making facilities or bathrooms.</p>			
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		<p>Face masks and visors to be worn by all within the salon for the duration of services where possible when social distancing can not be adhered too.</p> <p><b><u>Symptoms of Covid-19</u></b>          If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance. Line managers will maintain regular contact with staff members during this time.</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken</p> <p><b><u>Mental Health</u></b>          Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak and</p>	<p>Those using non-disposable masks should clean the mask themselves before and immediately after wearing using a suitable disinfectant (check with manufacturer to avoid damaging the mask).</p> <p>Face visors will be cleaned following manufacturers instructions.</p> <p>Temperatures to be checked using a contactless thermometer on entry to salon. A temperature of 38o or higher is classed as a fever and should be asked to return home if employee or reschedule for guests.</p> <p>Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation.</p> <p>Line managers will offer support to staff who are affected by Coronavirus or has a family member affected.</p>			
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		<p>will offer whatever support they can to help</p> <p>Reference -</p> <p><a href="https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/">https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</a></p> <p><a href="http://www.hseni.gov.uk/stress">www.hseni.gov.uk/stress</a></p>	<p>Regular communication of mental health information and open door policy for those who need additional support.</p>			
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