



Salon Risk Assessment

Salon Name: *Funky Locks*

Date of Risk Assessment: *1st July 2020*

Assessors Job Description : *Salon Owner*

Assessment Carried out by: *Lesley Star*

Scoring Guidelines: Risk Number (RN) = O + S + C. All RN scores over **3** are considered a potential risk and should be addressed

| Score | O - Occurrence | S - Severity | C - Controllability |
|----------|-----------------|-------------------------|--|
| 1 | Very unlikely | Minor impact | Essentially avoidable through selected risk mitigation actions |
| 2 | Somewhat likely | Moderate impact | Highly controllable through actions |
| 3 | 50/50 Chance | Significant impact | Moderately controllable through actions |
| 4 | Highly likely | Very significant impact | Largely uncontrollable |
| 5 | Nearly Certain | Disastrous impact | Uncontrollable |

This is a sample that may be used as a guide.

There are 37 areas in the required FULL - COVID 19 Risk Assessment and other 'key risk' factors for a wider Risk Assessment for Salons and Independent Professionals.

There is also further legal guidance in terms of implementation and training all staff.



Salon Risk Assessment

A. Biological hazards Including COVID 19 (biological agents, such as bacteria or viruses)

| No. | Hazard | Chance? Yes / No | Hazard Details | Risk | | | | Action to Mitigate or Eliminate | By Who | When |
|-----|---|------------------------|---|------|---|---|--------|--|--------------------------------|---|
| | | | | O | S | C | R N | | | |
| 1. | Inhalation of the virus passing on the infection. | Yes | Inhalation of Virus from droplets in the air from sneezing and coughing without catching sneeze or cough safely. | 2 | 4 | 2 | 8 | Stay 2m apart from anyone you are not working with. Work in separate rooms, wear Face Visors & facemasks were safe and practical. Check all work team for symptoms and take necessary action on results. Consult Current NHS Guidelines. Use transparent cleanable screens to separate work stations. Keep the required distance between work stations if no screens are available. Use screens at reception area. Keep windows and doors open whenever possible for free flow of air. Minimize air-conditioning to reduce circulation of potentially infected droplets. | Staff & Clients | Whenever safe and possible to do so. |
| 2. | Passing on of virus from infected staff. | Yes | Staff passing on the virus from infection from them and other householders. | 2 | 4 | 2 | 8 | All staff to carry out personal temperature tests before leaving for work and be aware of individual symptoms. Not to come to work if temperature is higher than 37.8 degrees centigrade. Staff not to go into work if anyone in the household is diagnosed with COVID or displaying symptoms and self-isolate for a minimum of 7 days. | Staff | Where ever temperature is above limits and any symptoms displayed by household members. |
| 3. | Generally passing on infection in the salon environment. | Yes | Transfer of infection due to limited space in salons. | 2 | 4 | 2 | 8 | Stagger staff work shifts and limit the number of clients in the salon at any time by spacing appointment and ensuring Client leave as soon as appointment if over. Work 'back-to-back' instead of 'face-to-face' with other staff and clients. Create a marked 'One-Way' rote around premises if size allows. Ask clients to wash or sanitize hands on entry to working environment. | Management, staff and clients. | Before and after appointments |
| 4. | Passing on infection in the salon environment through excessive or unnecessary talking or shouting. | Yes | Transfer of infection due to spreading of infected droplets through needing to talk above unnecessary noise: ie Loud Music. | 3 | 4 | 1 | 8 | Limit level of sound of TV or Radio in work environment to allow normal levels of conversation, thus preventing the need to raise voices or shout to communicate with others in salon. | Management & Staff. | At all times |



Salon Risk Assessment

| | | | | | | | | | | |
|----|--|-----|---|---|---|---|----|---|-----------------|--|
| 5. | Generally passing on infection in the salon environment through no conformance to regulations. | Yes | Staff and clients not adhering to regulations within the working environment. | 4 | 4 | 2 | 10 | Displaying of UpToDate notices informing staff and clients of regulations for awareness of good handwashing technique, the need to increase handwashing frequency and to avoid touching your face, and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available. | Management | At all times |
| 6. | Transmission of COVID 19 via contact with bodily fluids and needle-stick injuries. | Yes | Infection caused by contact with open and unprotected wounds and other bodily fluids from an infected person. | 2 | 4 | 1 | 7 | Avoid physical contact with anyone where ever possible. Wear PPE – Gloves, eye protection and aprons. Use disposable items for piercing etc. Disinfect toilets in between each visit. | Staff & Clients | Whenever safe and possible to do so. |
| 7. | Infection passed on by Ingestion. | Yes | Transmission of virus passed on through contaminated food plates, cups and utensils. | 1 | 4 | 2 | 7 | Do not take food or drink from any unknown source like customers or work colleagues. Make and bring your own food and drinks in to work each day. Do not provide food or beverages to clients apart from fresh cold water in disposable containers. | Staff & Clients | Always |
| 8. | Transmission of COVID 19 from touching infected surfaces. | Yes | Contaminated surfaces not being cleaned and disinfected to prevent the spread of the virus. | 2 | 4 | 1 | 7 | Avoid touching unclean surfaces. Disinfect all surfaces in the areas you are working before and after each Client with a disinfectant wipe. Wear fresh disposable gloves. Regularly disinfect communal areas including door handles, toilet flushes etc. | Staff & Clients | Whenever possible. Always wipe down after finish of the day. |
| 9. | Transmission of COVID 19 from touching infected surfaces, showers, bathrooms and kitchens. | Yes | Contaminated surfaces and facilities not being cleaned and disinfected to prevent the spread of the virus. | 2 | 3 | 2 | 8 | Create cleaning regime and Rota and record for each area. Display cleaning rota in each area and ensure they are maintained. Ie' Kitchen. Staff room, Bathrooms, Shower, reception area. To enable good hand hygiene consider making hand sanitiser available on entry to toilets where safe and practical, and ensure suitable handwashing facilities including running water and liquid soap and suitable options for drying with either paper towels or hand driers are available. | Staff & Clients | |