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**Good Salon Guide COVID-19 Risk Assessment**

COVID-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe, or fatal.

The risk assessment and controls/measures below have been put in place to evaluate the risk to staff / clients and visitors in respect of the Coronavirus and to eliminate/reduce the potential for infected persons entering the premises, contamination of surfaces, and to maintain social distancing practices according to both the premises and tasks undertaken by staff, clients and visitors.

All employees should be made aware of the COVID-19 Risk Assessment. Training will be required, before the salon opens, to make sure the recommendations in the risk assessment are met.

**Type of Treatment**

Is it important to consider how the treatment you are carrying out impacts on the potential risk. For example, treatments on or close to the mouth, nose or eyes are likely to have considerably greater risk. If you choose to carry out these treatments / services, then it is imperative you detail these individually on the risk assessment and consider in detail how you intend controlling the risk.

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| Name of Salon | Aidan Patric Hairdressing | Name of Assessor  | Aidan Patrick |
| Date of Assessment  | 02/06/2020 | Position of Assessor  | Owner/Creative Director |

**Before Reopening**

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| **What is the Risk**  | **Who is at Risk** | **How great is the Risk (1 low, 5 high)**  | **What action do you need to take**  |
| Damage / deterioration of premises  | All who use the salon | 3 | Thoroughly check the premises before reopening |
| Faults in electrical appliances  | All who use the salon  | 3 | Check all electrical appliances work and conform with relevant testing regimes  |
| Key Staff | All who use the salon  | 3 | Confirm that requirements around e.g. first aid trained staff are met in light of reduced / changed staffing levels  |

**Reception / General Salon / Workstations**

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| **What is the Risk**  | **Who is at Risk** | **How great is the Risk (1 low, 5 high)** | **What action do you need to take**  |
| Staff contacting COVID-19 from a client / visitor | All staff | 3 | * Government guidance followed to restrict infection e.g. hand washing for 20 seconds
* Consider staffing requirements / duties to minimise the number of individuals who are in contact with each client
* Online consultations
* COVID-19 symptoms questions asked as initial part of consultation including temperature check of clients
* Clients informed in advance of their appointment the changes that have been put in place (e.g. no waiting, entrance changed etc.)
* Waiting area closed / removed
* Hand sanitiser available at entrance
* Signs displayed with relevant instructions
* Staff required to wear specified PPE where appropriate (including clear face visor)
* Client required to wear specified PPE where appropriate
* Masks available to clients
* Enhanced cleaning of all areas between clients and at end of day
* Toilets out of use to clients
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| Client / visitor contacting COVID-19 from a member of staff  | All clients / visitors  | 3 | * Government guidance followed to restrict infection e.g. hand washing for 20 seconds
* Consider staffing requirements / duties to minimise the number of individuals who are in contact with each client
* Online consultations
* COVID-19 symptoms questions asked as initial part of consultation including temperature check of clients
* Clients informed in advance of their appointment the changes that have been put in place (e.g. no waiting, entrance changed etc.)
* Waiting area closed / removed
* Hand sanitiser available at entrance
* Signs displayed with relevant instructions
* Staff required to wear specified PPE where appropriate (including clear face visor)
* Client required to wear specified PPE where appropriate
* Enhanced cleaning of all areas between clients and at end of day
* Toilets out of use to clients
* Masks available to clients
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| Staff pass COVID-19 to each other | All staff  | 3 | * Social distancing is enforced
* Government guidance followed to restrict infection e.g. hand washing for 20 seconds
* Staff checked for Covid 19 symptoms at the start of every day
* Staff required to wear specified PPE where appropriate
* Waste that could be contaminated e.g. PPE disposed of in a bin bag which is securely tied
* Toilets cleaned after every use / ever hour
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| Clients pass COVID-19 to each other | All clients | 2 | * Social distancing is enforced
* Government guidance followed to restrict infection e.g. hand washing for 20 seconds
* Staff trained to manage client ‘traffic’, so clients do not meet
* Clients required to wear specified PPE where appropriate
* No refreshments offered
* Toilets out of use to clients
* Masks available to clients
* Clients are not allowed to wait outside of the salon until the exact time of their appointment
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