

Coronavirus (Covid-19) Risk Assessment

Date assessment was carried out: 17th August 2021 Date of next review: 18th February 2022
 out by: Heidi Dobson-Ventura

Assessment carried

Risk Level	Likelihood
1	Highly Unlikely
2	Unlikely
3	Probable
4	Likely
5	Highly Likely

Problem/working conditions	Nature of the Risk	Control measures	Initial Risk Level	Residual Risk Level
Keeping the workplace clean & PPE				
Staff and visitor PPE	Possible infection contamination if PPE is unavailable or not used correctly	<ul style="list-style-type: none"> Hand washing stations and hand sanitizer will be available throughout the salon and used by staff and visitors entering the building and during their visit where possible. Staff to wear face masks and only to remove when on break on their own. The masks must be applied and removed with clean, sanitised hands. Clients are required to wear a face mask covering the nose and mouth throughout their visit. Staff are to wear gloves during colouring Aprons are available and must be cleaned between each client with antibacterial spray. Gowns are to be washed at 60 degrees after each use Disposable towels are to be disposed of after each use 	4	2
Tools and equipment	Possibility of infection transmission if coming into contact with multiple	Hairdressing tools and equipment to be cleaned and sterilized after each client <ul style="list-style-type: none"> Barbicide jar available 	4	2

	people or without sufficient sterilization	<ul style="list-style-type: none"> • Hairdressers to clean and sterilize all equipment sufficiently between each client and at the end of the day • Hairdressing equipment will not be shared between other team members 		
Gowns, aprons, and towels	Possibility of infection transmission if coming into contact with multiple people or without sufficient washing or disposing of correctly	<ul style="list-style-type: none"> • Disposable towels available • A fresh, clean gown for each client • Disposable towels to be used • Non-disposable gowns and aprons to be washed at 60 degrees after each use 	4	3
Work surfaces	Possibility of infection transmission if surfaces are not regularly cleaned down	<ul style="list-style-type: none"> • Compulsory hand sanitising upon entering • Increased frequency of handwashing or hand sanitation • Frequent disinfection of work surfaces • Frequent cleaning of door handles and have internal doors kept open if possible • Reduced amount of traffic • Contactless payment preferred to avoid contact with card machine • NO CASH payments accepted to reduce handling 	3	2
Reception area		<ul style="list-style-type: none"> • The door is open but blocked with A board to encourage people to wait to be invited in. • Clients and staff to have temperature checked on arrival. Anyone with a high temperature 37.8 degrees plus, will be turned away. • Frequent cleaning of reception, surfaces, and equipment • Hand sanitiser to use on entry • Reduced handling of retail products • Clients will hang up their coat themselves when entering the building and bring minimal items with them. • Clients requested to come alone, where possible. 	3	2
Salon Floor		<ul style="list-style-type: none"> • Staff and clients to wear masks always • Staff to wear gloves for all colour work • Fresh gown for each client • Tools and equipment will not be shared between staff and is to be cleaned and sterilized after each client • Chairs, basck washes and workstations cleaned down 	4	2

		<ul style="list-style-type: none"> after each client A max of 2 clients at the basin area. A partition is between the basin. The partition can be pulled back as its on wheels, to separate the staff too. 		
Common Rooms		<ul style="list-style-type: none"> Only 1 member of staff in the break room at one time maintaining distancing Encouraging of outside breaks Any laundry to be put straight into washing machine and washed regularly throughout the day.. All cutlery and glasses and cups will washed in Hot soapy water.. 	4	2
Social Distancing				
Volume of staff	High risk of transmission between staff gathered in the workplace	<ul style="list-style-type: none"> Staff in the salon to maintain distancing. Maintain the 1-2 meter distancing guidelines in and outside of the salon wherever possible. If not, use a partition if possible, Only 1 member of staff in the break room at one time maintaining distancing 	5	3
Number of clients	High risk of transmission if a high volume of traffic is not controlled or reduced	<ul style="list-style-type: none"> Reduced number of clients to maintain distancing Screens and barriers between basins, workstation and reception where possible, when needed. Staff will discuss treatments behind the client, into the mirror, to reduce face to face conversing Consultation will be carried out stood behind client talking in to the mirror to reduce face to face contact 	5	3
Handling of goods, merchandise, and other materials				
Handling of professional use and retail products	Surface transmission with high amount of contact from multiple people	<ul style="list-style-type: none"> Encouraged increased handwashing with more facilities and hand sanitiser Hand sanitiser available for staff and clients Gloves will be worn by hairdressers and assistants when handling colour products Retail products will have limited handling Hairdressers will clean the professional use products before returning to shelf, to avoid cross contamination Encouraged contactless payment Staff will not share equipment 	4	2

Emergency situations/illness				
Fire, accident	Clients or staff may need assistance or medical attention in the event of an emergency which involves risk of contact contamination	<ul style="list-style-type: none"> • People involved in the assistance to others during an emergency do not have to stay 2m apart BUT must pay attention to sanitation measures immediately afterwards including washing hands. • Anyone (staff member or client) presenting symptoms of COVID following current govuk guidelines; currently, loss of taste or smell, a cough or temperature will be sent home and needs to take a PCR test immediately. 	3	2
Ventilation				
Comfortable working conditions still must apply	Ventilation circulation of infection	<ul style="list-style-type: none"> • Our ventilation system is an air handling unit, which is just for the salon, not the leisure centre. It brings in 100% fresh air regularly. All filters are changed regularly by Places Leisure Eastleigh 	3	1
Surrounding areas				
Client queuing	Queuing outside too closely	<ul style="list-style-type: none"> • Distancing rules for outside will be communicated to clients waiting to be allowed into the salons • Chairs outside are set 1.5 m apart facing forward – not at each other. 	3	2
Refreshments				
Food and drink	High risk of infection if drinking/eating utensils are shared and not washed thoroughly	<ul style="list-style-type: none"> • Clients will be offered a drink only whilst their colour is on and we are not with them. • Clients may bring their own bottled drink but may only drink when alone at the workstation in between services 	4	2

Outside work hours

vulnerable staff	High risk of infection or risk to health	<ul style="list-style-type: none"> All cases of vulnerable staff must be individually assessed by Heidi to see if they are low, moderate or high risk before returning to work. 	3	3
Signed employee Signed employer Date Invited to contribute 23-8-21				

