

What are the hazards?	Who might be at risk?	Controls required	Additional controls			
Spread of Covid-19 Coronavirus	<p>-Therapists</p> <p>-Visitors to your premises</p> <p>-Anyone else who physically comes in contact with you in relation to your business</p>	<p><u>Hand Washing</u></p> <p>-Hand washing facilities with soap and hot water in place.</p> <p>-Stringent hand washing taking place.</p> <p>-See hand washing guidance.</p> <p>-Drying of hands with disposable paper towels.</p> <p>-Therapists and clients encouraged to protect the skin by applying emollient cream regularly</p> <p>-Gel Sanitizers in any area where washing facilities not readily available</p>	<p>Therapists 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. This will be in place before and after every client.</p> <p>Also, they are 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 are available throughout the salon.</p> <p>For the treatments that gloves are worn, these will be disposed of after each client, by turning the glove inside out and placing in a closed lid bin.</p> <p>Encourage therapists 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> <p>Posters and other materials are available for display. These will be displayed in a wipe down, protective surface.</p>			
		<p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, chairs and other pieces of non-porous equipment and furniture using appropriate cleaning products and methods.</p>	<p>Rigorous checks will be carried out by our therapists to ensure that the necessary procedures are being followed.</p>			
		<p><u>Social Distancing</u></p> <p>Social Distancing -Reducing the number of persons in any work area to comply with the 1-metre gap recommended by the Public Health Agency</p> <p>Taking steps to review work schedules including start & finish times and shift pattern, to reduce number of therapists on site at any one time</p> <p>Redesigning processes to ensure social distancing in place.</p> <p>Social distancing also to be adhered to in the kitchen area.</p> <p>Toilet Facilities</p>	<p>Therapists to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>Salon opening times will remain: Monday 10am-9pm, Tuesday 10am-9pm, Wednesday 10am-9pm, Thursday 10am-9pm, Friday 10am-7pm, Saturday 10am-5pm & Sunday 10am-5pm. Saturday and Sunday hours may be increased due to ensure social distancing procedures (One client and one therapist will be on site at one time)</p> <p>We have installed Perspex screens/guards to protect our therapists and clients against ALL viruses and cross contamination. Easy to clean with disinfectant and anti-static, anti-bacterial spray cleaner</p> <p>In accordance with IWG Plc signage and protocols.</p> <p>We ask that you use the toilet facilities either before or after your appointment and not during to minimise traffic in and out of the treatment area.</p>			

		<p><u>Wearing of Gloves</u></p> <p>Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate Nitrile latex free gloves supply of these will be provided. Therapists will be reminded on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p>	<p>Therapists to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>Nitrile Latex Free Gloves will be made available for clients where appropriate.</p>			
		<p><u>RPE/PPE</u></p> <p><i>Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</i></p> <p>Where RPE is a requirement for risks associated with the work undertaken the following measures will be followed.</p> <p>Tight-fitting masks (such as disposable N95 masks and reusable half masks) rely on having a good seal with the wearer's face.</p> <p>A face fit test will be carried out to ensure the respiratory protective equipment (RPE) can protect the therapist.</p> <p>N95 Masks will be supplied to the therapists to protect in accordance to the relevant treatments.</p> <p>Disposable Face Masks with a filter will be supplied to the therapists to protect in accordance to the relevant treatments.</p> <p>3 Ply Disposable Face Masks</p> <p>Face Shields will be supplied to the therapists to protect in accordance to the relevant treatments.</p>	<p>To minimise the risk of transmission of COVID-19 during face-fit testing the following additional measures should be carried out –</p> <p>Both the fit tester and those being fit tested should wash their hands before and after the test.</p> <p>Those being fit tested with non-disposable masks should clean the mask themselves before and immediately after the test using a suitable disinfectant cleaning wipe (check with manufacturer to avoid damaging the mask).</p> <p>Test face pieces that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual.</p> <p>Fit testers should wear disposable gloves when undertaking cleaning of the tubes, hoods etc. and ensure they remove gloves following the correct procedure.</p> <p>The N95 mask is required to stop AT LEAST 95% of particles of 0.3 microns in size. These will be worn by the therapist for the following treatments: Nail Treatments, All Waxing, Eyelash Extensions, Eyelash Perm/Lift, Lash & Brow Tinting and Laser Lipo Treatments.</p> <p>Disposable Face Mask with changeable filter will be worn by the therapists for the following treatments: Spray Tanning, Nail Treatments, Foot Treatments, Body Wraps and Vibration Plate Sessions.</p> <p>Face Masks are complimentary for our clients. No mask – No Treatment.</p> <p>These Face Shields are Grade 3 certified, meaning it can withstand all liquid droplets and splashes. Made from a Strong PET material - Reusable & Wipeable. Thickness 0.12mm.</p> <p>These will be worn for the following treatments by the therapist: All Waxing, Eyelash Extensions, Eyelash Perm/Lift, Lash & Brow Tinting & Body Wraps. Movement around the salon and movement to and from the reception area.</p>			

		<p><u>Food & Drink</u></p> <p>Therapists and Clients will not be permitted to bring food into the salon.</p> <p><u>Payments</u></p> <p>Debit & Credit Cards (Contactless)</p> <p>Apple Pay</p> <p>Bank Transfer</p> <p>Gift Cards</p> <p>Paypal/Payment via our website</p> <p>Cash</p>	<p>Therapists will be given an adequate break to consume food in a break-away area, but have been requested not to leave the premises.</p> <p>Bottled water will be made available for clients and therapists, empty bottles will be disposed of in the closed lid bins.</p> <p>All payments will be processed in the treatment area. Our card terminal is fitted with a Wetcover silicone rubber keypad protector and is antimicrobial, flexible, stretchable and durable.</p> <p>Payments Accepted up to £45. All payments will be processed in the treatment area</p> <p>Limitless</p> <p>Bank Transfer is available and this can be processed whilst in the treatment area. Details will be given by your therapist.</p> <p>Gift Card payments will also be processed in the treatment area or details can be given over the phone when booking.</p> <p>Payment processed to secure your appointment.</p> <p>Payment of the above is recommended, but should cash be the only suitable method for you, we will only accept the new, easy clean notes. No change will be given or kept in the salon.</p>			
		<p><u>Symptoms of Covid-19</u></p> <p>If advised that a therapist or member of the public has developed Covid-19 (or symptoms) and were recently in the salon, we 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><u>Mental Health</u></p> <p>Therapists will promote mental health & wellbeing awareness to each other and clients during the Coronavirus outbreak and will offer whatever support they can to help .</p> <p>Reference - https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</p>	<p>Notify clients that all appointments are cancelled. Any deposits will be honoured and there will be no cancellation charge for clients or clients family members who have developed Covid-19 Symptoms.</p> <p>Therapists will offer support to client who are affected by Coronavirus or have a family member who has been affected.</p> <p>Regular communication of mental health information and open door policy for those who need additional support will be available.</p>			

