

COVID19 Risk Assessment					
Assessed risk	Activity/Task	Action to reduce risk	By whom	Staff initials	Date for review
Contact with contaminated materials staff clients	General salon work	1. All clients to have outerwear in a bag whilst in salon	All staff		Daily
Contact with contaminated materials staff clients	Waiting for appointment	2. No beverages to be served in salon	Staff to enforce		Daily
Contact with contaminated materials staff clients	Entering the premises	3. Sanitizing station available upon entry	Clients/staff to enforce		Daily
Contact with contaminated materials staff clients	Person to person contact	4. Whoever comes in contact with post/packages has to sanitise immediately afterwards	All staff		Daily
Contact with contaminated materials staff clients	Waiting for an appointment	5. Magazines and testers removed from salon	Completed/staff to enforce		Daily
Risk of contamination between staff & clients	General salon work	6. Deep clean completed prior to opening and will be carried out regularly	All staff		Daily
Contact with contaminated materials staff clients	General salon work	7. Tools thoroughly cleaned between use	All staff		Daily
Risk of contamination between staff & clients	Person to person contact	8. Contact points cleaned frequently	All staff		Daily
Contact with contaminated materials staff clients	General salon work	9. Strict hygiene and cleansing routines followed for any tools used more than once	All staff		Daily
Risk of cross contamination	General salon work	10. Staff to strictly wear uniform for maximum of one day	All staff		Daily
Contact with contaminated materials staff clients	General salon work	11. All towels washed immediately after individual use	All staff		Daily
Risk of spreading the virus person to person	Person to person contact	12. Clients required to wear appropriate face masks	Staff to enforce		Daily
Risk of spreading the virus person to person	General salon work	13. Screens in place between each working station where applicable (nail bar, reception desk)	Completed		Daily
Risk of spreading the virus person to person	Person to person contact	14. Staff to wear mask at all times (visor where necessary)	All staff		Daily
Risk of spreading the virus person to person	Lunch time/setting up	15. 2 people max in the staff room	All staff to follow regulations		Daily