**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 even fatal.**

This is the Woodspeen Training Limited risk assessment for managing the current Covid-19 situation in their **commercial hairdressing training salon**, and should be read in conjunction with Woodspeen Training’s wider working environment Covid-19 risk assessment. Woodspeen Training will comply with all current government/HSE requirements to maintain a safe working environment for staff and learners.

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| **What are the hazards?** | **Who might be harmed**  | **Controls Required** | **Additional Controls** | **Action by whom?** | **Action by when?** | **Progress** |
| Spread of Covid-19 Coronavirus | * Staff
* Learners
* Clients/Visitors to our premises
* Cleaners
* Contractors
* Drivers
* Vulnerable groups – elderly or pregnant workers, and those with existing underlying health conditions
* Anyone else who physically comes in contact with us in relation to our business
 | **On arrival in the salon**A hand hygiene station in place in the entrance to the salon, providing hot water, soap, hand sanitising gel and antibacterial wipes.A hand held thermometer will take temperature on arrival and clients will be asked to sign a declaration that they have not been diagnosed or cared for anyone with Covid-19 in the previous 14 days, nor shown any symptoms (new continuous cough, raised temperature, loss of taste or smell). Contact details are also required in case of any subsequent reporting of infection.There is no waiting area and all magazines etc have been removed**Salon workstations**Workstations are at least 2 meters apart. The salon will only have 5 clients at a time (5 in the morning session and 5 in the afternoon session).All equipment is thoroughly cleaned using ‘Saloncide’ sterilising dry spray between clients. Chairs are wiped down with disinfectant between clients.A notice on each mirror explains what the stylist will do to keep clients safe and confirms that their stylist is free from infection.All staff/stylists/learners have completed the ‘Barbercide Covid-19 qualification prior to the salon re-opening.Background music will be kept at a low volume to avoid the need for anyone to raise their voice.**PPE**Stylists will wear a Type II mask and protective visor, and a disposable apron and gloves which will be changed between clients.Clients will be provided with masks and a disposable gown/cape.Disposable (and biodegradable) towels will be used.**Cleaning**Frequently touched areas will be regularly cleaned with disinfectant spray including kitchen and washroom facilities.No toilet facilities or refreshments will be available to clients but staff/learners can use their own cups for water/tea/coffee.**Taking payments**A chip and pin device to be procured to avoid cash transactions**Consulting with staff**Staff will be informed of all risk control measures in place. Staff will also be consulted on how safe they feel in the workplace and encouraged to raise any concerns with their line manager immediately.Where learners are concerned about being in close proximity to clients, there will be the option to swap with other learners using blocks upstairs. | All staff, learners and clients to use hand hygiene station on arrival and will be reminded top wash hands frequently throughout the day.A large supply of pens provided to enable a fresh pen for each client and all to be cleaned at the end of the day.Clients will be told when making their booking to arrive only at their allocated time and that they must not bring anyone with them.When making their booking, clients will be informed of all measures being taken to keep them safe whilst in the salon.Clients will be informed when they book that there will be no toilet facilities or refreshmentsProvide disposable paper cups for staff/learners who do not provide their own cupsGloves used when taking payments and staff member and client to wash hands/use hand sanitiser after handling cash.Maintain ‘open door’ policy for any staff concerns and react appropriately to any such concernsStaff to be informed that the salon is following government/HSE advice and also the guidance for salons provided by the National Hairdressing Federation and Habia. | LSLSLSLSLSLSLSSW/LSLS | 04/07/202004/07/202004/07/202004/07/202004/07/202004/07/202004/07/2020Ongoing04/07/2020 | In placeIn progressIn placeIn placeIn placeIn progressIn progressIn placeIn progress |