



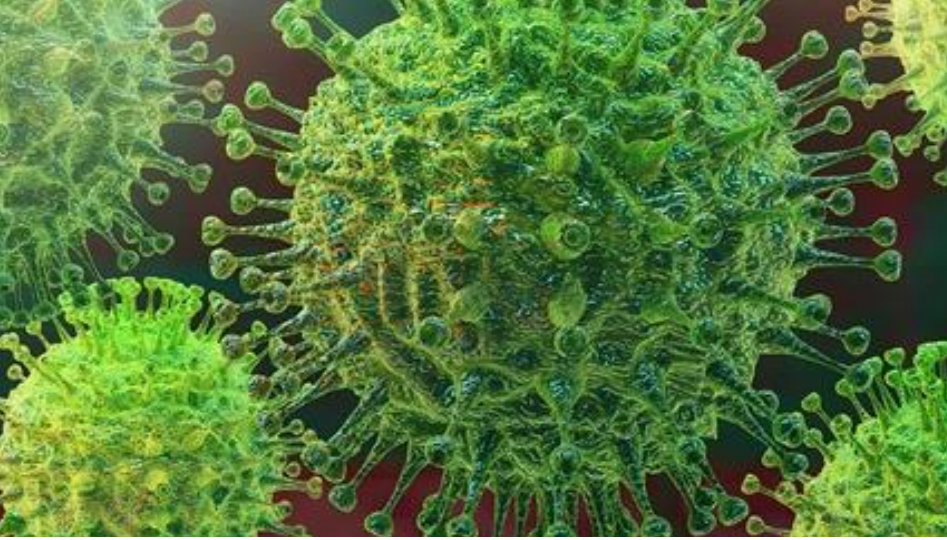
REOPENING YOUR BEAUTY BUSINESS

POST COVID-19 LOCKDOWN

GOVERNMENT GUIDELINES

- Instructions to follow any new local restrictions that are put in place.
- Keeping clients and visitors safe. This includes information about keeping a temporary record of your clients' contact details for NHS Test and Trace and taking steps to avoid shouting/raised voices in the workplace (for example, by not having loud music playing).
- Social distancing.
- Cleaning the workplace.
- PPE.
- Workforce management. This includes instructions on what to do if there is a coronavirus outbreak in your salon or barbershop.





The difference between droplet and airborne transmission

Droplet transmission

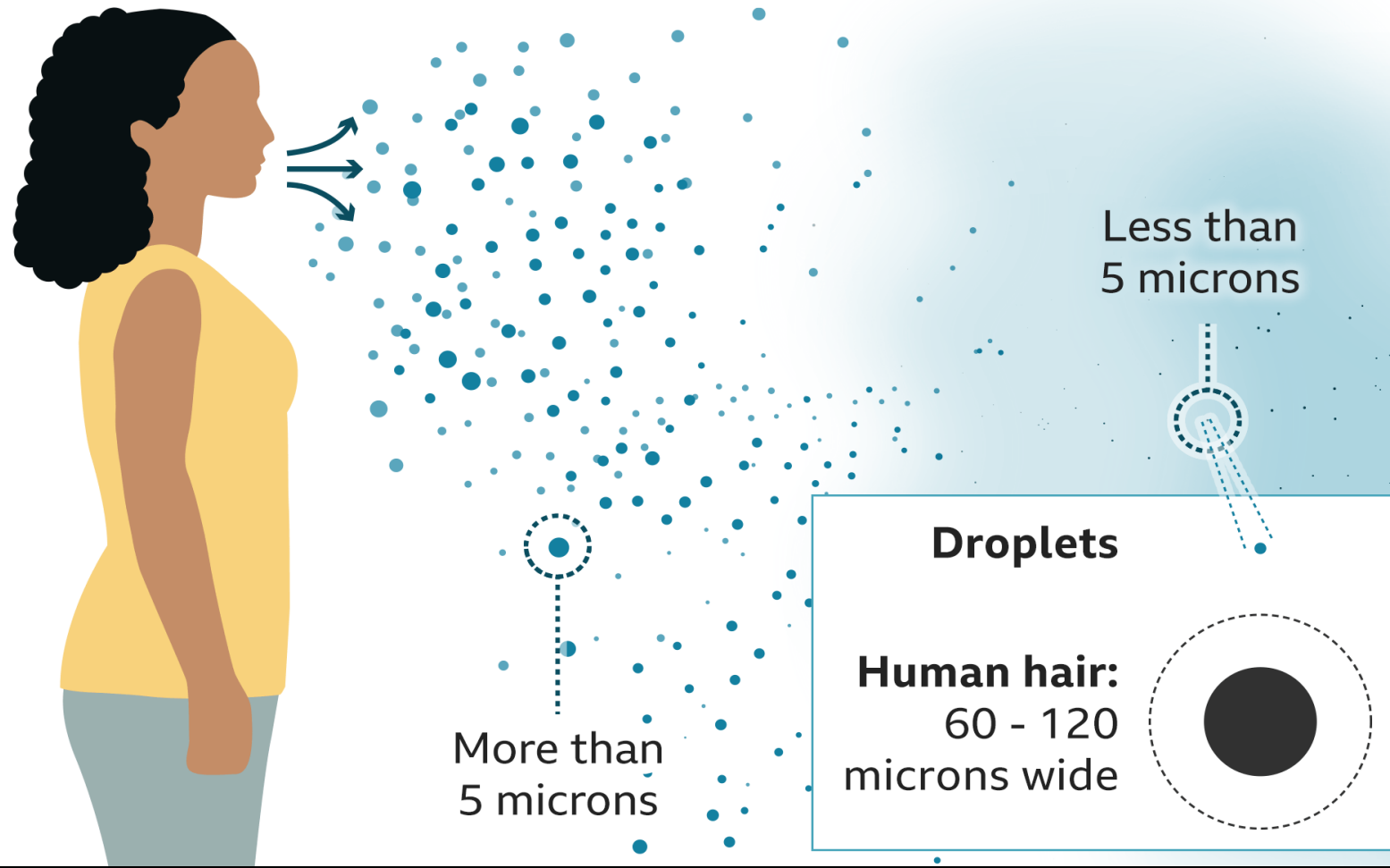
Coughs and sneezes can spread droplets of saliva and mucus

Airborne transmission

Tiny particles, possibly produced by talking, are suspended in the air for longer and travel further

HOW IS THE VIRUS PASSED ON?

- The transmission of COVID-19 is thought to occur mainly through respiratory droplets generated by coughing and sneezing, and through contact with contaminated surfaces.
- The predominant modes of transmission are assumed to be droplet and contact.



SALON POLICIES



**PLEASE
ATTEND SOLO**



**HAND SANITISE
ON ENTRY
& EXIT**



**WEAR A
FACEMASK
AT ALL TIMES**



**REMAIN
SOCIALY
DISTANT**



**CARD
PAYMENTS
ONLY**



**LIMIT BRINGING
PERSONAL
BELONGINGS**



**NO FOOD OR
DRINK TO BE
CONSUMED
ON THE
PREMISES**



**IF YOU ARE
FEELING UNWELL
PLEASE
RESCHEDULE
GIVING
MINIMUM
24HRS NOTICE**



**PLEASE ARRIVE
ON TIME
NOT EARLY
OR LATE
NO WAITING
AREA
AVAILABLE**

PUT UP NOTICES

- Your reopening date.
- Opening times.
- How to make appointments (by phone/email– not in person).
- Advance warning about the protective measures you will have in place.
- An instruction to clients not to enter your salon/barbershop if they feel unwell or live with someone who is unwell.

KEEP STAFF INFORMED

- Those on maternity or other types of leave.
- Update everyone's contact numbers and emergency contact details are up to date.
- Make sure your team members will be able to explain safety measures to clients and answer any questions they may have.



Our Salon Etiquette



Rearrange if unwell



Wear a mask



Complete health agreement



Arrive on time



Hang your own coat up



Sanitise your hands



No guests



Card only



Our team are
temperature checked

CONTACT CLIENTS

- Let your clients know when you have a definite reopening date.
- Use your usual methods of communication – for example, email, text, social media and your website.
- Explain that it may be difficult to get an appointment at first due to high demand.
- Some services and treatments may not be on offer until further notice.
- Inform them that you have put measures in place to protect staff and clients during their appointment.
- They will need to comply with your health & safety measures during their appointment.
- They must not come in if they feel unwell or live with someone who is unwell.
- Let them know you would prefer contactless payment if possible.

CORONAVIRUS

Have you been to an affected place
in the last 14 days

or

had contact with somebody
with Coronavirus,

and

do you have any of these symptoms?



Cough



Fever



Shortness of
breath

If yes, to protect yourself and others please go
home and call NHS 111 for expert advice.

Do not enter this building

Find out more at nhs.uk/coronavirus

PPE

(PERSONAL PROTECTIVE EQUIPMENT)

- Stylists, therapists and barbers should wear a clear visor or goggles and a Type II face mask.
- Goggles must be close-fitting with no obvious openings or vents that would otherwise allow droplets to enter the eyes.
- Type II face masks are medical face masks made up of a protective three-ply construction.
- The Type II face mask does not need to be changed between clients but must be changed if it is removed to eat or drink, or becomes moist, damaged or difficult to breathe through.
- Face coverings are mandatory for clients visiting nail, beauty, and hair salons; barbers; massage salons; tattoo and piercing salons.
- Face coverings should not be removed unless essential for a particular treatment – for example, on the face area covered by the mask.



SUPPLIES



- PPE supplies as required by the government guidelines.
- Cleaning materials including disinfectant.
- Cleaning equipment such as mops, and disposable or washable cleaning cloths.
- A steam cleaner if you have upholstered furniture.
- Clothes washing powder/gel/liquid for towels/uniforms etc.
- Handwashing soap.
- Hand sanitiser (which must be 60- 95% alcohol content) for clients to use (team members should wash their hands regularly using soap and water).
- Disposable tissues.
- Soap dispensers.
- Paper towels for washrooms.
- Bins and disposable bin liners.
- Additional waste storage.
- Sterilising equipment.
- Single-use tools for use where possible.
- Towels/disposable towels.

WHICH SERVICES AND TREATMENTS CAN YOU OFFER?

All hair and beauty services and treatments can now be provided in England. Make sure you carry out risk assessments and follow government guidelines.





REMOVE ITEMS THAT CLIENTS USUALLY HANDLE

Minimise the number of items that clients could handle in your salon including:

- Style/treatment example books. (Ensure clients don't handle iPads when showing styles/treatments online.)
- Magazines and newspapers.
- Books and toys for children.
- Product testers.
- Leaflets and loose price lists.

CARRY OUT A RISK ASSESSMENT

Failure to complete risk assessments (including a coronavirus risk assessment) or to put in place sufficient measures to control the risks identified, could be a breach of health and safety law.

<https://www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm?priority-taxo=09944b84-02ba-4742-a696-9e562fc9b29d>





LAUNDRY

- Use the warmest heat setting on the washing machine.
- Ensure all items are completely dry.
- Dirty laundry that has been in contact with an unwell person can be washed with other people's items.
- Do not shake dirty laundry, this reduces the possibility of dispersing virus through the air.
- Clean and disinfect anything used for transporting laundry.

Recommendations for good ventilation:

1

Check that all installed mechanical ventilation is fully working, ducting is free of obstructions, and that key staff know how to access and adjust the controls



2

Set ventilation to come on at normal operating speed at least 2 hours before anyone enters the building and stay on until 2 hours after the building closes. Keep systems running at a lower speed when the space is not operating. For manual ventilation, consider keeping it running 24/7



3

Keep toilet extract ventilation in operation 24/7 and put up signs asking users to close the lid when flushing. Where extract ventilation is operating, avoid opening windows in toilets to prevent the spread of contaminated air



4

For centralised systems, switch off recirculation in air handling units or switch to 100% outdoor air



5

Maintain normal maintenance and cleaning plans. Filter and duct maintenance works should be performed with standard protective measures including respiratory protection



6

Regular airing via windows can further boost ventilation (except in toilets as per recommendation 3) and is essential where there is no mechanical ventilation



Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID-19

• FIVE STEPS TO SAFER WORKING TOGETHER •

- ✓ We have carried out a [COVID-19 risk assessment](#) and shared the results with the people who work here
- ✓ We have [cleaning, handwashing and hygiene procedures](#) in line with guidance
- ✓ We have taken all reasonable steps to help people work safely from a [COVID-19 Secure workplace](#) or work from home
- ✓ We have taken all reasonable steps to [maintain a 2m distance](#) in the workplace
- ✓ Where people cannot keep 2m apart we have ensured at least a 1m distance and taken all the mitigating actions possible to [manage transmission risk](#)

Create a schedule for regular cleaning, disinfection and sterilisation throughout the day and at the end of the day

WEEKLY CLEANING CHECKLIST

REFRESHMENTS

- Salons can provide hot or cold drinks to clients in disposable cups or bottles.
- Don't provide food to be consumed by clients.
- Encourage clients to only remove their mask to drink.
- When clients have removed their masks, practitioners should ensure they are socially distanced from the client (2m, or 1m with mitigations).



- Ensuring workers and clients who feel unwell stay at home.
- Increasing the frequency of handwashing and surface cleaning.
- Complying with the social distancing guidelines (two metres or one metre with risk mitigation* where two metres is not possible).
- Where the social distancing guidelines cannot be followed in full in relation to a particular activity, businesses should consider whether that activity should continue. If so, you should take every possible action to reduce the risk of virus transmission. This would include following the government guidelines on PPE (personal protective equipment)
- Keeping the activity time as short as possible.
- Using screens or barriers.
- Working back-to-back or side-to-side (not face-to-face).

Summary



PLEASE NOTE*

This guide offers information and guidance only and is correct at the time of writing.

Always get legal and professional advice.

A close-up photograph of a computer keyboard. The central focus is a large, rectangular red key with the word "GUIDANCE" printed in white, bold, sans-serif capital letters. The key is slightly raised and has rounded corners. Surrounding this key are other white keys with black markings: a key with a closing curly brace "}" and an opening square bracket "[", a key with a forward slash and underscore "/", and a "shift" key in the bottom right corner. The background is a blurred view of the rest of the keyboard, showing the texture of the keys and the lighting on the surface.