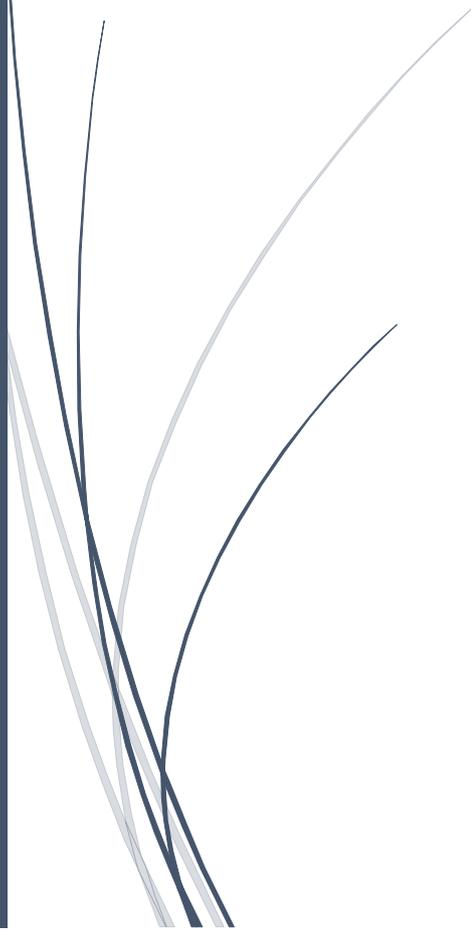


7/10/2020

Risk Assessment Covid19 Hidden Beauty Cotswolds



David Kaye Registered Risk Assessor

Risk Assessment

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1 Hidden Beauty Cotswolds

Risk assessment on behalf of:-

Client Haley Kaye

Property Hidden Beauty Cotswold 8 High Street Chipping Campden

Risk assessment based on the guidance contained in:-

Cotswold District Council Corona Virus (Covid-19) Checklist for businesses.

HM Government Guidance for reopening for business following Covid-19 lockdown

Produced by David Kaye GIE Registered HSE risk assessor Life Safety

2 Premises Description:-

The premises consist of ground floor only which contains the main salon and two treatment rooms "A" and "B". A shared kitchen area and a shared toilet. In total 44 square metres.

3 Significant findings

Assessment of risk.

Each section of the following report is a summary of the actions recommended to ensure compliance with legal requirements and recognised standards relating to the building and activities under the Responsible Persons control.

To assist with prioritising actions, each section of the report been given a risk indicator/priority rating as defined in each section of the report and itemised, where appropriate, with a structured action plan.

It is recommended that the items identified be allocated to an appropriate competent person who will be responsible for ensuring that remedial action is taken.

Introduction

This is a list of the main findings of the Risk Assessment;

The Responsible is someone who to any extent has control over the whole or part of the premises and it may be that there is more than one Responsible Person

This risk assessment has been prepared following the Government lockdown during the Corona virus (Covid-19) enabling premises to reopen with restrictions.

This document when completed in accordance with all the recommendations, serves as a record of the significant findings of a risk assessment as required by the Health and safety at work act following a change in the risk.

This document assessed the risk to life from Covid-19, it did not assess the risk to property or business continuity and the significant findings of this document should be made available to other responsible persons.

This report provides information to the Responsible Person to allow him/her to take the action needed to meet the requirements of the HSWA and makes recommendations to ensure compliance with safety legislation.

All significant findings must be addressed to comply and to avoid enforcement action being taken by Enforcing Authorities.

Signed _____ Date _____

Risk Assessment

It is presented in the format recommended in the official publication of HM Government, The Safety Risk Assessment Guides.

This suit of guidance documents recommends a 5 step process to risk assessment which is followed in this document whilst at the same time providing compliance with each of the Articles listed above.

Risk Indicator/Priority Rating

| | |
|---------------------------------------|---|
| | Premises details only. No risk assessment of risk required |
| Risk Indicator/Priority Rating | |
| | No major additional controls required. Actions may provide cost savings. There may , however, be a need for consideration of improvements that involve minor or limited cost |
| | It is should be implemented within a defined time period essential that efforts are made to reduce the risk. Risk reduction measures |
| | Immediate action required. Considerable resources may have to be allocated to reduce the risk. If the building is occupied, immediate action should be taken to reduce the risk. If this is not possible, consideration of the severity of the risk to persons in the building may necessitate prohibiting the use of some or all of the building should be given |

Significant findings

| No | Risk/Hazard | Persons at risk | Priority rating | Controls required | Additional controls | Actioned by responsible person |
|----|------------------------------------|---|-----------------|--|--|--------------------------------|
| 1 | Spread of Covid-19 Corona virus | <ul style="list-style-type: none"> • Visitors to the premises • Delivery drivers • Vulnerable groups • Elderly • Pregnant workers • Those with underlying existing health conditions • Anyone who physically comes into contact with therapists and visitors to the premises | | <p>1 THE SALON</p> <p>The responsible person has undertaken a thorough review of the salon and the services it offers</p> <p>The responsible person has rearranged the waiting, reception and treatment areas to adhere to social distancing guidelines.</p> <p>All surfaces throughout the salon will be cleaned regularly and wiped with the appropriate cleaning product between each treatment.</p> <p>All items of equipment will be cleaned before and after every treatment. This includes all metal instruments, brushes, bowls, and tweezers</p> | <p>Lidded containers for kitchen and salon for soiled towels</p> <p>Surgical gloves for the removal of waste.</p> <p>All therapists reminded regularly of the need for cleanliness, the control of coughs and sneezes into disposable tissue, avoidance of touching face, eyes, nose and mouth.</p> <p>Remind all therapists of public health advice available on line.</p> <p>Therapists to be reminded that wearing gloves is not a substitute for good handwashing.</p> <p>Entrance to the premises</p> | |

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| | | | | <p>One-use disposable items. will be used where necessary (sustainable alternatives kept where possible)</p> <p>We will ensure adequate ventilation throughout the salon with doors and windows open where possible</p> <p>2 OUR TEAM</p> <p>The responsible person has conducted training to ensure all team members care for customers in a safe, hygienic and professional manner.</p> <p>Therapists have been trained to adapt each treatment to uphold best practice, including hygiene and safety.</p> <p>The responsible person has agreed social distancing for the team in communal areas.</p> | <p>for members of the public is via the front door.</p> <p>Hand sanitising facilities will be available prior to entering the salon.</p> <p>Therapists to be informed of the need to inform the responsible person if contact with the virus has been made while at home or at work.</p> <p>Self-isolation should be put in place and tests carried out by competent persons If anyone becomes unwell with a new or continuous cough or high temperature he/she will be sent home</p> | |
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| | | | | <p>Therapists are briefed to uphold safe standards while dealing with responsibilities at reception</p> | <p>and advised to follow the stay at home guidance. The responsible persons will maintain contact with the therapist during this time.</p> <p>If it is reported the person has developed Corvid-19 then the responsible persons will contact the Public Health Authority to discuss the case, identify persons who have been in contact with them and will take advice on any actions to be taken.</p> <p>All therapists will enter by the front door and immediately wash and sanitise their hands.</p> <p>Signs will be posted to warn customers not to enter the premises if they have symptoms.</p> | |
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| | | | | <p>3 OUR TREATMENTS</p> <p>The responsible person has reviewed the treatment menu and removed treatments where we felt it necessary to do so.</p> | <p>Numbers of customers allowed onto the premises has been strictly limited. A one way system has been devised to allow customers to move in a continuous direction. Management of customers entering the premises is to be strictly policed by the responsible persons. Therapists will be available to advise customers on social distancing</p> <p>Procedures that will not be carried out. Facials Eyebrow threading/ waxing Facial hair removal Eye lash treatments.</p> | |
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| | | | | <p>The therapists will wear gloves, masks and other personal protective equipment (PPE) during treatments where required.</p> <p>Therapists will wash their hands before and after every treatment.</p> <p>PPE will be replaced after every treatment Our therapist will stay with customers throughout their treatment – not venturing out of the room – to reduce the need to replace PPE and minimise infection</p> <p>4 GUEST ARRIVAL & RECEPTION</p> <p>Customers will greet you warmly but without a handshake or personal contact.</p> <p>We will stagger customer arrival times to minimise close contact.</p> | <p>Customers will be protected by Perspex barriers, payment by card is preferred but cash will still be accepted. Therapists handling cash will be provided with gloves. Anyone not wishing to abide by the new rules will be politely asked to leave the premises.</p> | |
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| | | | | <p>We will clean the reception area regularly.</p> <p>Where possible we will escort you straight to the treatment area/room to avoid congestion in waiting areas.</p> <p>Waiting areas will be arranged to adhere to social distancing.</p> <p>We ask that you pay using card or other cashless means where possible</p> <p>CUSTOMERS WILL BE ASKED:-</p> <p>To arrive at the time agreed, to maximise social distancing.</p> <p>To wash their hands and/or use hand sanitiser as directed by the team and before and after each treatment.</p> <p>To wear face-masks supplied by us.</p> <p>To contact us and re-arrange your appointment, if you have a</p> | | |
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| | | | | <p>temperature, or are feeling unwell or if any person in your household has the same or is self-isolating</p> <p>X Customers are advised to Not come to the salon if the customer or anyone they live with is self-isolating or is displaying symptoms known to be consistent with Covid-19</p> <p>The responsible person at Hidden Beauty Cotswolds is happy to discuss any individual concerns, please feel free to speak with a therapist.</p> | | |
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