

RISK ASSESSMENT IN HAIRDRESSERS

Please Note: This is an example of a combined risk assessment and action plan. It is presented an example of good practice, but is not the only way to record risk assessments or action plans. If you wish to download this document and alter it to suit your business it can be found on www.braintree.gov.uk and type hairdressers in the search field.

HAZARD	WHO MIGHT BE HARMED?	EXISTING CONTROLS	FUTURE ACTIONS
Manual Handling Deliveries, handling stock.	Staff, especially expectant mothers and young persons. Person injured if lifting beyond capacity. Fall from height when carrying on steps.	Only trained staff authorised to deal with deliveries. Load weights reduced by breaking down delivered boxes into smaller items. Stock room arranged to provide easy access to stock on shelving i.e. so no constraints on posture when lifting and carrying stock. Only named staff to move salon furniture Top shelves used for the storage of lightweight items only. Have deliveries delivered to storage point. Keep heavier items at waist height or below. Train staff how to carry out a simple lift if necessary. Train staff how to use provided trolley if necessary (keep records).	Specific manual handling assessments required, to be completed by Manager within three months. New staff to be trained within reasonable time of commencing employment. Regular re-training to be arranged.
Using irritant chemicals (labelled R21, R38, R43, R48, R66) Risk increased when finger jewellery worn.	Customers. Employees. Skin problems – itching, cracking, soreness, dermatitis etc. If customers refuse to accept patch-testing policy, it is advised that they complete a simple disclaimer form. Keep a record. Advised: test leave 24/48 hours before any permanent or quasi treatment repeat 6 monthly.	Look at all packaging and Material Hazard Data Sheets for chemicals used, make a note of those marked R21, R38, R43, R48, R66. Make sure all staff knows the risks they face when working with these chemicals (dyes, bleaches, perm, solutions, hair sprays). Wear gloves when working with hazardous chemicals. Carry out monthly visual checks of employee's hands looking particularly under rings and between fingers. Keep a record of checks done. Follow up positive responses with medical advice.	Make available un-perfumed skin creams. Tell employees to use them. Have a clear policy regarding patch-testing customers. New customers or new products used with customers.

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<p>Use of chemicals known to trigger asthma problems (labelled R42 or 'may cause sensitisation by inhalation')</p> <p>Look out for these items on labels:</p> <ul style="list-style-type: none"> • Diazonium (in dyes). • Henna. • Latex (gloves). • Persulphates (in bleach) 	<p>Employees (Occupational asthma).</p>	<p>Look at all packaging and Material Hazard Data Sheets for chemicals used, make a note of those marked R42 – See earlier assessments on dermatitis.</p> <p>When carrying out monthly skin checks, ask staff about any breathing difficulties when using these chemicals or afterwards. Follow up positive responses with medical advice.</p> <p>Provide good level of through ventilation (aim for 5 to 10 air changes per hour).</p>	
<p>Use of irritating gloves.</p>	<p>Employees. Customers.</p> <p>Skin problems – itching, cracking, soreness etc.</p> <p>Risk increased when finger jewellery worn.</p>	<p>Avoid latex gloves and gloves with powder if possible. If must use latex gloves, make sure they are 'low protein' and 'powder free (PF)'.</p> <p>Use single-use nitrile or surgical-type rubber gloves, preferably with wrist covering. E.g. use 300mm Polco Finesse PF30 gloves.</p> <p>Make sure single-use gloves are thrown away each time they are taken off.</p> <p>Provide facilities for staff to wash hands AND dry them ideally soft towels.</p>	<p>Train staff to take gloves off during prolonged work e.g. 15 mins in an hours work.</p> <p>Staff trained to use gloves. STRESS need to dry hands after washing, use skin creams and avoid long periods with wet hands (restrict to <20 times per day).</p>
<p>Electrical equipment.</p>	<p>Employees. Customers.</p> <p>Fire Electrical earthing fault leading to burns or electrocution.</p>	<p>Aim to have the electrical system (mains wiring) tested at least every 5 years by a qualified electrician.</p> <p>Either replace plugged electrical equipment or have it tested by a competent person at least once a year.</p>	<p>Keep records of safety checks completed.</p> <p>Carryout regular visual checks of portable electrical equipment.</p> <p>Train employees to report electrical faults.</p>
<p>Slips and trips.</p>	<p>Employees. Customers.</p> <p>Serious injury as a result of a fall.</p>	<p>Sweep floor of cut hair before customer leaves cutting seat.</p> <p>Keep floor coverings in good order (no rips or</p>	<p>Clean and DRY up spillages using paper towels/clothes rather than leaving floors wet and using the wet floor sign.</p>

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	Good flooring in dry conditions becomes very slippery when wet or contaminated by hair.	<p>rucking).</p> <p>Only mop or vacuum when the salon is closed. Clean up spillages (and cut hair) immediately and certainly before customer moves from seated position.</p> <p>Avoid trailing cables.</p> <p>Keep steps and walkways clear and well-lit.</p> <p>Provide secure handrails on steps and ramps.</p> <p>Provide slip-matting at entrances.</p>	Avoid use of serum or silky products when hair is to be cut (will fall onto floor)
Poor posture when working.	<p>Employees.</p> <p>Back Pain.</p>	<p>Ensure employees work at comfortable heights.</p> <p>Chairs for customers are recommended to be height adjustable to allow the hairdresser to work at a comfortable height.</p> <p>Treat back pain complaints seriously.</p>	<p>Need to adopt good posture in induction training.</p> <p>Examine work practices, address poor posture if noticed.</p>
Skin or Blood infections.	Infection passed to other person by poor practices.	<p>Daily detergent wash of 'tools of the trade'.</p> <p>Disinfect anything contaminated with blood immediately, rinse and dry it before next use.</p> <p>Disinfect combs, brushes, scissors etc. daily.</p> <p>Change disinfection bath once a day (review suppliers instructions).</p> <p>Disinfect and descale showerheads once a week.</p> <p>Ensure waterproof covering is applied to skin cuts on employee's hands or forearms.</p>	<p>Have a clear policy to keep away from hands-on hair work any staff with certain infectious skin conditions (like chicken pox, shingles, infected wounds etc.)</p> <p>Advice available on www.skinsite.com/index_dermatology_diseases.htm</p>
Lone working.	Managers / employees when closing and opening salon.	<p>Only competent staff allowed to work alone in shop after or before opening.</p> <p>Staff working alone restricted from working at heights i.e. stepladders.</p>	

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		Emergency contact available via phone.	
Contractors.	Themselves and others affected by their work.	Contractors work observed on a regular basis. Management to ensure work is being carried out in a safe manner so employees and public are not harmed.	Manager to ensure contractors are familiar with emergency procedures and safety policy.
Doors.	Employees. Customers.	Glass doors to have markings, which enable them to be seen. Automatic doors have override switch. Mechanisms regularly checked and serviced to ensure doors open and close correctly.	
Falls from heights – Using ladders.	Employees. Contractors.	Ladder training incorporated into manual handling training. Industrial ladders used (EN131 standard). Staff are not permitted to change light bulbs – the procedure is to ring the manager when a bulb is out. Depending on its location the manager will either change the light bulb himself or herself, or if over the stairs will call the electrician.	Ladder register to be kept and ladders to be formally inspected every six months but checked either before use or weekly.
Fire.	Employees. Customers.	No smoking allowed on salon premises. Walkways kept clear and free from obstructions. Fire exit doors open outwards and are unlocked when anyone is in the salon. Fire exits are kept clear Fire detectors installed and regularly tested. Fire alarm installed and tested.	Regular fire drills to be carried out, some of these during opening hours so carried out when customers are in the salon. Evacuations to be timed and evaluated. Managers to regularly check store and stock room area to check escape routes kept clear.
First Aid.	Employees. Customers.	Suitable first aid kit and accident book provided. First aid kits readily accessible to staff. Several employees trained as first aiders or appointed person. At least one of these staff is always available	All staff to be reminded of the information to be recorded in the accident book and which accidents are reportable

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		during working hours.	
Temperature and ventilation.	Employees. Customers.	Thermometers provided in work areas including rest areas. Temperatures to be not less than 16 degrees Celsius. Fans are provided for use in hot weather	Recording temperatures if too cold or too hot. Take action where required.
Welfare	Employees.	Rest area is provided for staff to use when on breaks. Staff are permitted regular breaks and a lunch break in accordance with their ages following the working time directive	
Young persons (aged 16-18).	Employees.	Young person restricted from certain manual handling work (e.g. lifting heavy boxes etc.). Physical capacity is assessed before young person starts work and tasks restricted where appropriate. Young persons often wash hair – the young person must wear nitrile gloves while washing hair.	Consider restricting the number of hair washes a young person can do each shift
Women of childbearing age.	Employees. (Pregnant mothers and nursing mothers).	Written procedure to indicate to female workers their obligation to notify Company in writing if they become pregnant. Pregnant workers not allowed to work alone. Pregnant and nursing mothers restricted from manual handling operations involving physical effort, only light loads permitted and tasks are individually assessed. Pregnant and nursing mothers restricted from cleaning, thus limiting the exposure to chemicals. Length of shifts and number of days worked reduced as necessary depending on levels of physical or mental tiredness experienced by expectant and new mothers. A comfortable chair is available for use by pregnant	Regular consultations with employee and doctors notes, review the risk assessment regularly.

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		employees as and when required	
Being struck by falling objects.	Employees. Customers.	Display stands are secure and cannot fall over. Racking in store areas secure to wall and cannot fall over. Stock stacked safely i.e. heavy items at waist height, stacked with weight evenly distributed and few items stacked one on the other.	Managers to regularly check store areas throughout the day to ensure stock are neat and evenly stacked.
Car park.	Employees. Customers.	Parking spaces clearly marked with good access and egress and are well lit. Speed restrictions and speed bumps in place if necessary. Designated parking for disabled persons. Grit when icy conditions.	Continual monitoring of car park area e.g. painted lines for parking spaces, pot holes. Look to providing safe walk ways for public.
COSHH (Chemicals hazardous to health)	Employees.	All hazardous chemicals/substances used in salon identified and hazard safety data sheets obtained from manufacturer/supplier. Suitable and sufficient COSHH assessments undertaken on each item and PPE provided were necessary. Employees instructed in safe use of substances before use. Employees provided with and trained in the use of PPE where needed.	When purchasing substances the safest option for undertaking the activity should be considered i.e. substitute hazardous chemicals for non-hazardous chemicals. Manager to make regular checks when employees are working to make sure that appropriate PPE is being worn.
Water temperature.	Customers. Employees.	Ensure that water is not too hot when washing customers hair as can result in scalding. Test water before washing customer's hair and check that the customer is happy with the temperature.	

R10 – Flammable.

R36/38 – Irritating to eyes and skin.

R38 – Irritating to skin

R43 – May cause sensitisation by skin contact.