A close up of a sign

Description automatically generatedA picture containing green, drawing

Description automatically generated

Supported by:

**COVID R.E.A.D.Y Risk Assessment  
Developed in association with Primary Authority**

.  
\*\* Subject to Guidance Update & Change. [Click here for updates.](https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19)

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| **Hospitality Sector:** | Hair Salons and Barbershops |

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| **Assessment Details** | | | | | | | | | | | | | | | |
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| **Membership Organisation:** | | | Click here to enter text. | | | **Date:** | | | Click here to enter text. | | | | | | |
| **Business Name:** | | | Click here to enter text. | | | **Address:** | | | Click here to enter text. | | | | | | |
| Click here to enter text. | | | | | |  | | |  | | | | | | |
|  | | | | | | **Post Code:** | | | Click here to enter text. | | | | | | |
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| **Insurance Certificate:** | |  | **Gas Safety Certificate:** | |  | **Fire Risk Assessment:** | | |  | **CO Detectors:** | | |  | | |
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| **Completion Guide:** | | | | | | | | | | | | | | | |
| The example below demonstrates how this Risk Assessment works. Give the **Severity (S)** and **Likelihood (L)** a score based on the table below. **Multiply (S) by (L) to create a risk score (R)**.  Score each job hazard rather than each control measure. | | | | | | | | | | | | | | | |
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| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Severity **(S)**: | **6** Multiple Deaths | **5** Single Death | **4** Major | **3** Lost Time Injury | **2** Minor | **1** Delay | | Likelihood **(L)**: | **6** Certain | **5** Very Likely | **4** Likely to Happen | **3** May Happen | **2** Unlikely to Happen | **1** Very Unlikely to Happen | | | | | | | | | | | | | | | | |
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| The figures will give a risk score between  **0** and **36**:  **0-10** low risk (Green)  **11-20** medium risk (Amber)  **21-36** high risk (Red) | | **0-10** | **Green**  **Low Risk** | | **11-20** | | **Amber**  **Medium Risk** | | | | **21-36** | | **Red**  **High Risk** | | |
| Focus should be placed on any high-risk areas and where risk can be mitigated. | | | | | | | | | | | | | | | |
| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | | | **Existing  Control Measures** | | | | **Recommended Controls / Information  (In Priority Order)** | | | | **S** | | **L** | **R** |
| **EXAMPLE**  **Person to person contact while ordering / collecting / delivering food / drinks during COVID 19 pandemic** | Becoming infected with COVID-19 and further spread the infection | | | Encouraging all services to be booked by phone or online | | | | Card payment only | | | | **4** | | **2** | **8** |

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| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | **Existing Control Measures/Action /By whom** | | | **Recommended Controls / Information  (In Priority Order)** | **S** | **L** | **R** |
|  | | | | | | | | |
| **Reopening of the salon/ barbershop** | Deterioration of your premises during lockdown  Lack of key staff | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | • Reoccupation checklist completed before staff return.  • This checklist will also ensure the safety of the building.   * Fit for work questionnaires completed by staff   • Training and information given to staff to assure them that the risks are being controlled, | Click here to enter no. | Click here to enter no. | Click here to enter no. |
| **Working on reception**  **Working at stations** | Contact with persons suffering from coronavirus | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | • Online consultations to be given prior to the service/ treatment.  • Clients to be told during the consultation about safety measures to protect them and the team.  • Sufficient time planned to allow the service/ treatment to be completed  • Social distancing to be always maintained, measures include:  - Removal of furniture to ensure one metre plus distances.  - Two metre markings for queuing areas.  - Taking bookings only via phone/online.  • Signs displayed on the front door advising clients not to attend if they have symptoms or live with someone who has symptoms.  • Hand sanitiser provided at all entry points.  • Hand washing to be promoted as best practice.  • One-way system within the salon/barbershop introduced to reduce congestion. | Click here to enter no. | Click here to enter no. | Click here to enter no. |
| **Working within the salon/ barbershop** | Staff spreading the virus to fellow employees and clients | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | • Daily checks of staff to be completed to ask if they have any coronavirus symptoms and temperature taken on arrival  • Basic infection controls will be followed as recommended by government guidance:  - Clean and disinfect frequently touched objects and surfaces (including equipment). | Click here to enter no. | Click here to enter no. | Click here to enter no. |
| **Services/treatments** | Contact with persons suffering from coronavirus | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | • The salon cleaning schedule will be completed before and after each client.  • PPE to be worn by staff and clients as advised in government guidelines | Click here to enter no. | Click here to enter no. | Click here to enter no. |
| **General salon work** | Contact with contaminated materials | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | • Water will only be served in disposable cups or disposable bottles. Food or other refreshments will not be served.  • The client will dispose of their own waste straight into unlidded bins.  • Unnecessary items such as magazines, children’s toys and testers have been removed.  • A deep clean has been completed prior to opening. Document and retain records  • Contact points will be cleaned frequently.  • Tools will be thoroughly sanitised after each use.  • Contractor materials will be appropriately disposed of by the contractor.  • Waste will be placed in a foot operated lidded bin or an open bin and contents will be disposed of responsibly. | Click here to enter no. | Click here to enter no. | Click here to enter no. |

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| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | **Existing Control Measures/Action /By whom** | | | **Recommended Controls / Information  (In Priority Order)** | **S** | **L** | **R** |
|  | | | | | | | | |
| **Deliveries In/Out** | Risk of infection of COVID 19 and further spread of infection. | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | * Check with all your external delivery companies what their updated social distancing procedures are and how does that affect your business. * Trained staff only to receive goods in, in appropriate PPE * Less deliveries/ different time of deliveries. | Click here to enter no. | Click here to enter no. | Click here to enter no. |

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| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | **Existing Control Measures/Action /By whom** | | | **Recommended Controls / Information  (In Priority Order)** | **S** | **L** | **R** |
|  | | | | | | | | |
| **Infectious outbreak on the property** | Becoming infected with COVID 19 and further spread of infection | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. | * Offer assistance with calling local doctors, 111 or the ambulance. * Inform all staff that the property is in quarantine and do not enter. * Account for, if the situation becomes worse (reporting purposes for the EHO). * Minimise contact with client/staff member | Click here to enter no. | Click here to enter no. | Click here to enter no. |

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| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | **Existing Control Measures/Action /By whom** | | | **Recommended Controls / Information  (In Priority Order)** | **S** | **L** | **R** |
|  | | | | | | | | |
|  |  | Click or tap here to enter text. | Click or tap here to enter text. | Click here to enter no. |  | Click here to enter no. | Click here to enter no. | Click here to enter no. |

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| **Job Hazard Exposure / Detailed Hazard** | **Possible Harm  and Effects** | **Existing Control Measures/Action /By whom** | | | **Recommended Controls / Information  (In Priority Order)** | **S** | **L** | **R** |
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