

Example Risk Assessment for Barber Shop or Hairdressers

Setting the scene

The Owner carried out the risk assessment in their business, which employs eight staff, working a variety of full and part time jobs.

The salon is open from 10.00am to 08.00pm, six days a week.

The premises consists of the salon, a stock room, small staff toilet and small staff room with a sink & microwave.

Because the Salon employs 5 or more staff, their risk assessments must be recorded. They can be written down and printed out or they can be kept on a computer. Staff must be able to access the risk assessment if they want to.

How was the risk assessment done?

The manager followed the HSE guidance www.hse.gov.uk/risk

1. To identify the hazards, the owner:

- looked at the Council's website, www.lancaster.gov.uk/beauty to learn where hazards can occur.
- walked around the salon and all other areas, noting things that might pose a risk and taking into consideration what they'd learnt from the websites. They also took occasional activities, such as changing displays or light bulbs, into account.
- talked to members of staff to listen to their concerns and opinions about health and safety issues in the salon; and
- looked at the accident book, to understand what previous problems had occurred.

2. The owner then wrote down who could be harmed by the hazards and how.

3. For each hazard, the owner wrote down what controls, if any, were in place to manage these hazards. Where they didn't consider existing controls good enough, the manager wrote down what else needed to be done to control the risk.

4. The owner discussed the findings with staff and pinned a copy of the risk assessment up in the staff room. They put the risk assessment into practice, making sure that each identified action was done and ticking each one off as it was completed. They also decided to make it part of the induction process for new staff.

5. The owner decided to review and update the risk assessment every year or straightaway if any major changes in the workplace happened.

Important reminder

This example risk assessment shows the kind of approach a small business might take. Use it as a guide to think through some of the hazards in your business and the steps you need to take to control the risks. Please note that it is not a generic risk assessment that you can just put your company name on and adopt wholesale without any thought. This would not satisfy the law – and would not be effective in protecting people.

Every business is different – you need to think through the hazards and controls required in your business for yourself. **This example risk assessment is unlikely to identify all hazards in your business and identify all suitable controls.**

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by Whom?	Action by When?	Done
Control of Substances Hazardous to Health COSHH essentials	Staff may suffer from occupational dermatitis, asthma or other issues.	Individual COSHH risk assessments and control measures have been produced for every chemical used (Disinfectants, Sanitizers, Hairspray Gels, Paints, Bleach etc)	Obtain the Safety datasheets for all chemicals (<i>these can be obtained from your suppliers</i>)	Owner	June 2023	June 2023
COSHH Cont... Wet hand work, e.g. washing hair, working with wet hair	Staff may suffer from dermatitis, increased sensitivity, severely dry skin	<ul style="list-style-type: none"> ▪ Non-latex gloves are provided for staff. ▪ Staff are trained to dry their hands thoroughly and moisturise between wet jobs. Skin care - Hand washing and applying hand cream poster ▪ Non-perfumed hand cream is provided for staff. (e.g. E45) ▪ Regularly check for signs of dermatitis and other skin issues. Skin checks for dermatitis poster 	Staff will wear gloves for all wet work.	Owner and staff	June 2023	June 2023
			Owner will get different size gloves, to fit all staff	Owner and staff	June 2023	June 2023
			Staff will be asked to remove hand jewellery at beginning of shift.	Owner and staff	Everyday	On-going
			Regular skin checks of staff by the owner	Owner		
			Owner will look at www.lancaster.gov.uk/beauty and www.habia.org	Owner	June 2023	May 2023
COSHH Cont... Infection Control Infectious disease such as Ringworm,	Infectious pathogens such as bacteria/fungus/viruses	<ul style="list-style-type: none"> ▪ All staff wash their hands between clients ▪ Chairs are cleaned between clients, headrests are wiped with a sanitiser wet wipe. Chairs washed & disinfected at the end of the day. ▪ Scissors, combs, foil shavers and other tools are cleaned and sanitised between clients 	Owner to ensure all staff adhere to the procedures	Owner	Ongoing	

Folliculitis, Impetigo & barbers itch		<ul style="list-style-type: none"> ▪ Clippers are sprayed with clippercide between clients and thoroughly cleaned at the end of the day ▪ Clients are checked for signs of infections, if there are signs of infectious conditions do not provide service, refer them to a Doctor or pharmacist. 				
Blood borne infections such as Hepatitis or HIV	Cuts and grazes to staff and clients	<ul style="list-style-type: none"> ▪ Single use shaving blades used for each client ▪ Use razor blades will be put into a sharps box ▪ The handle of the razor will be wiped with a sanitising wipe between clients ▪ New hot towel used for each client. Towels washed on a hot setting. 				
COSHH Cont... Hairdressing products and chemicals All products e.g. bleaches colouring, perm solutions, sterilising liquids, cleaning chemicals	Staff and customers may get eye or skin irritation	<ul style="list-style-type: none"> • Staff check and follow instructions on supplier information sheets. • Staff wear non-latex gloves when mixing and using product, and when washing up bowls etc. • Salon and stockroom well ventilated. • Clients must be well-protected with single-use towels. 	Owner to buy eye baths in case of splashing incidents.	Owner	June 2023	June 2023
			Staff always to check with customers for discomfort.	Staff	June 2023	June 2023
			No chemicals to be stored above eye level	Staff	June 2023	June 2023

Lightening Bleach	Staff and customers may get eye, skin or breathing irritation or allergy	Only purchasing non-dusty bleaches.	Owner will check with staff for skin/allergy problems every 3 months.	Owner	June 2023	June 2023
Hydrogen Peroxide	Staff and customers may get eye or skin irritation	<ul style="list-style-type: none"> • Staff trained to use recommended concentrations. • Stored away from light, heat and other products. 	None			
Oxidative colourants	Staff and customers may get eye or skin irritation. Low likelihood of serious allergic reaction.	<ul style="list-style-type: none"> ▪ Staff check with customers for history of allergy to colour and any damage to scalp. If yes, hair is not coloured unless the client has got doctor's advice. 	Staff to perform skin allergy tests as per manufacturers' instructions 48 hours before treatment	Owner and Staff	June 2023	June 2023
COSHH cont... Contact with cleaning chemicals	Staff doing cleaning risk skin irritation or eye damage from direct contact with cleaning chemicals.	<ul style="list-style-type: none"> ▪ Staff shown how to use cleaning products safely e.g. follow instructions on the label, dilute properly and never transfer to an unmarked container. ▪ Strong rubber gloves are provided and used. 	<ul style="list-style-type: none"> ▪ Remind staff to check for dry, red or itchy skin on their hands. ▪ Replace 'irritant' chemicals with milder alternatives, where possible. 	Owner	May 2023	June 2023
Standing for long periods	Staff may suffer musculoskeletal injuries, eg back pain, neck or shoulder injuries and pain or discomfort in feet and legs.	<ul style="list-style-type: none"> ▪ Client chairs are fully adjustable ▪ Sinks designed to minimise twisting. ▪ Wheeled stools provided for staff to use while cutting. 	Owner to look at rotas to confirm all staff take regular breaks.	Owner	May 2023	June 2023
			Owner to check conditions suitable to individual circumstances, eg pregnant workers, and adjust to suit person.	Owner	June 2023	April 2023
Fire	Staff and customers could suffer from burns and smoke inhalation.	<ul style="list-style-type: none"> ▪ Flammable chemicals are kept in a secure cupboard, away from sources of ignition ▪ Means of Escape are kept clear at all times 	<ul style="list-style-type: none"> ▪ Undertake opening checks of Means of Escape and fire fighting equipment 	Owner Owner	Daily	

		<ul style="list-style-type: none"> ▪ No naked flames are used in the premises ▪ Fire fighting equipment such as extinguishers and blankets are provided and regularly serviced. ▪ There is a fire alarm or other system to raise the alarm in case of fire. ▪ Fire exit signs clearly displayed ▪ Means of Escape doors unlocked during business hours ▪ Staff will not singe ears to remove hair ▪ Full Fire Risk Assessment will be completed and recorded separately Business Safety Lancashire Fire and Rescue Service 	<ul style="list-style-type: none"> ▪ Ensure flammable chemicals are stored safely ▪ Ensure fire alarm and fire fighting equipment is serviced annually or as appropriate. ▪ Ensure staff are using clippers to trim ear hair 	Owner		
Slips, trips and falls	Staff and clients may suffer bruising or fractures if they slip on wet floors/spillages, cut hair or trip over objects or trailing wires.	<ul style="list-style-type: none"> ▪ Salon kept tidy. ▪ Cut hair quickly swept up between clients ▪ No trailing electrical cables, use retractable or curly cable where possible. ▪ Suitable anti-slip flooring installed throughout the premises. ▪ Mats at shop entrance to stop rain water being carried in and mats regularly replaced when raining. ▪ Staff wear appropriate footwear (flat shoes). ▪ Small spillages are cleaned/dried up using absorbent tissue like blue roll, rather than a wet mop. 	<ul style="list-style-type: none"> ▪ Remind staff to check floor of sunbed cubicle after each client for presence of oil based creams etc. Adequately clean and leave floor dry before next client. ▪ Remind staff to use paper towels/cloths to clean up spillages, not a wet mop. ▪ Ensure good standard of housekeeping is maintained. 	Owner	May 2023	May 2023
				Owner	June 2023	
				Owner	On-going	

			<ul style="list-style-type: none"> Staff under 18 are closely supervised by the owner to ensure their safety and that they are adhering to these rules. 			
New and expectant mothers	Staff	Bespoke risk assessment for the employee will be undertaken for employees who are pregnant, given birth within the last 6 months and/or are breast feeding.	Risk assessment reviewed at least monthly or when the employee notifies you of a change.	Owner	As soon as notified that a member of staff is pregnant.	
Electricity	Staff and clients could get electric shocks or burns and there is also a fire hazard from using electrical equipment or if the salon electrics are defective.	<ul style="list-style-type: none"> Visual check of all plugs, sockets and cables by owner every six months. Portable Appliance testing (PAT) undertaken according to the maintenance schedule. Salon electrics are checked by an electrician every three years (periodic installation check). No extension leads used to power high amp equipment e.g. fridges or kettles. 	<ul style="list-style-type: none"> To arrange an electrical safety check of sunbed equipment as per manufacturer's instructions. Ensure periodic inspection is current To arrange for extra sockets to be fitted in the staff room 	Owner Owner Owner	June 2023 June 2023 June 2023	June 2023 June 2023 June 2023
Gas appliance combi boiler	Staff, clients, contractors and others could suffer serious/fatal injuries as a result of explosion/ release of gas.	<ul style="list-style-type: none"> Daily check of gas appliance controls. Inspection, service and test carried out by 'Gas Safe' registered engineer every 12 months. Staff know the location of the gas isolation valve to shut off the gas supply in an emergency. 	<ul style="list-style-type: none"> No further action at this time. 	Owner	To arrange inspection prior to the previous certificate expiring	

Asbestos	Staff, clients, contractors and others may be exposed to asbestos fibres risking serious lung disease if fibres released (e.g. through maintenance work) into air and inhaled.	<ul style="list-style-type: none"> ▪ Building surveyed for asbestos-containing materials (ACMs). Management plan documented using survey report. ▪ Asbestos found in some insulating boards, however as these were in good condition and in places unlikely to be damaged or disturbed, they were left in place. ▪ Insulating boards clearly marked 'Danger: Asbestos - Do Not Disturb' and 'report any accidental damage immediately'. ▪ Owner checks condition of insulating boards every two months. ▪ Owner to inform to ensure that any tradesmen undertaking work on premises have undertaken an asbestos risk assessment and appropriate precautions are in place. 	<ul style="list-style-type: none"> ▪ No further action at this time. 	Owner		
Work at height e.g. changing light bulbs, putting up Christmas decorations etc.	Staff risk bruising/fractures if they fall from any height.	<ul style="list-style-type: none"> ▪ Suitable stepladder (at least EN 131 professional or commercial grade) provided for work at height tasks. ▪ Staff trained in safe use of stepladder. ▪ When staff are using ladders no-one is allowed underneath or near to the ladders, area taped off if 	<ul style="list-style-type: none"> ▪ To make periodic checks on condition of stepladder & record these checks. 	Owner	May 2023	May 2023

		necessary. (unless staff member is footing ladders).				
Manual Handling Moving furniture, lifting heavy boxes	Staff may suffer musculoskeletal injuries	<ul style="list-style-type: none"> ▪ Staff have received training in good manual handling techniques ▪ Owner to undertake bespoke risk assessment for unusual or heavy items 	<ul style="list-style-type: none"> ▪ None 			
Use of contractors	Staff, clients and contractors may be harmed by unsafe practices by contractors during maintenance of the premises.	<ul style="list-style-type: none"> ▪ Competent contractors used ▪ Good communication with contractors. ▪ Owner ensures contractors have adequately assessed risks from their work activities. (Obtain a copy of their risk assessments) ▪ Contractors will not carry out activities in rooms where staff or clients are present. ▪ Relevant area(s) cordoned off when contractor at work. 	<ul style="list-style-type: none"> ▪ Ensure that equipment used by contractors is suitable for the task to be carried out. 	Owner	On-going	

You may also find the following example risk assessments useful:

- [Sunbed Premises](#)
- [Office](#)