Beauty Therapists & Nail Technicians Health & Safety Guide

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NOT TO BE REMOVED FROM THE SALON

Habia
First Floor, Styrrup Golf Club, Main Street,
Doncaster, South Yorkshire DN11 8NB
Tel> 0845 2 306080 **Sales Tel>** 0845 6 123555 **Fax>** 01302 774949
Email> info@habia.org **Website>** www.habia.org

Preface - Health & Safety

The words Health & Safety and the red tape that so often seems to go with them often turn people off so that it is only when an accident happens or someone becomes ill that people suddenly take an interest and start thinking about how the unfortunate event could have been prevented.

Looking at the things in your business that can cause harm and dealing with these in a practical manner – before something goes wrong – is much better than hoping the subject can wait till another day; and usually when people do get to grips with organising for health and safety they find it is a lot simpler than they expected and realise that simple practical steps are much more worthwhile than any amount of red tape.

This is a comprehensive guide to all the legal requirements that apply to most salons, along with practical guidance on control measures. To help you keep organised, checklists and forms for recording things like maintenance checks are provided. Remember though, it is not filling in forms that matters: taking sensible precautions after thinking about what risks there are is much more useful.

It is worth remembering that the most common injuries at work in almost every occupation arise from slips and trips or lifting and carrying things in an awkward manner. In hair and beauty, dermatitis is the biggest health problem.

Focusing on these whilst keeping your salon and its equipment neat and tidy and in good condition as described in the guide and Health & Safety pack will, for most businesses, be all you need do to meet your legal duties and avoid accidents or ill health to staff.

Thank you

***Note**:* In many of the examples for completing forms, the publishers have used fictitious names and products throughout the pack. Any resemblance to actual names or products is coincidental and no offence or criticism is meant or implied.

Preface - Important Notices

If you think health and safety has to be complicated - it doesn't.

This pack will make it easier for you to comply with the law, train staff and manage health & safety in your salon.

Additional help and advice is available by contacting Habia directly visiting the website or using the HSE – **Fact Sheet | H&S made easy - basics for your business.**

Subscription

To ensure that your pack is kept up to date you now need to take out an annual subscription to become Habia Health & Safety member and we will forward updates to you in May and October. This costs just £40.00 inc. VAT per annum, a small price to pay to keep within the Law.

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1 Introduction

1.1 What is this guide about?

This guide is to help you understand the relevance of Health & Safety at Work in the Beauty industry. Whether you are a Salon Owner, manager, worker or student we are all responsible for Health & Safety in the workplace.

Much of the content is derived from the Health & Safety at Work legislation which was created to ensure that the work place meets the national standard of Health & Safety and keep all employers, employees, contractors and visitors safe at work. This guide will outline your obligations whilst providing suggestions on how to implement effective Health & Safety at Work practices into your workplace.

There are many workplace hazards in the Beauty industry that have the potential to create Health & Safety at Work risks for you, your workers and your clients.

In summary, this guide will provide information on:

- Topics you are responsible for ensuring that all legal and moral obligations in regard to H&S are being met.
- The hazards typically found in the Beauty industry.
- Ways to manage exposure to the risk arising from these hazards
- Tools to help implement training and compliance

1.2 Who is this guide for?

You must ensure the Health & Safety of yourself, your workers, your clients and visitors to the salon.

If you provide services in:

- Beauty Therapy
- Make-up artistry
- Nails
- Laser beauty treatments

1.3 Why is Health & Safety at Work important?

Protecting the health and safety of people at work is simply good business as workers are a business's most important asset.

Businesses who put Health & Safety at Work practices in place benefit by:

- Increased productivity driven by efficiency
- Less down-time due to disruption from faulty equipment, safety issues and employee absenteeism
- Increased team work and improved morale as people work together
- Avoiding unnecessary costs if someone is injured
- Avoiding legal action or penalties for failure to comply with the law

1.4 What are my obligations?

The Health & Safety at Work Act places an obligation on every person associated with work in any way to ensure his or her own health and safety and the health and safety of others. Under the Act, a person can have more than one set of obligations.

Employer

Under the Act the term ‘employer’ is a or ‘persons conducting a business or undertaking work’, such as corporation, association, partnership, sole trader and certain volunteer organisations. Whilst everyone in the workplace has a role to play with Health and Safety, an employer has the primary duty of care for workplace health and safety.

What are the duties of an employer?

The duties of an employer, must ensure the health and safety of workers, customers and visitors by, so far as reasonably practicable, eliminating or minimising risks at the workplace.

Fact Sheet | Health and safety made simple.

What are the responsibilities of an Employer?

- Create a safe workplace and ways of working
- Manage, monitor and resolve Health & Safety at Work issues
- Maintain equipment and hygienic facilities including toilets, eating and first aid areas
- Provide workers with information, training and appropriate supervision
- Allow workers to contribute to decisions that may affect their health and safety
- Create strategic ways to identify and deal with hazards in the workplace
- Maintain records on work related injuries
- Comply with the requirements under the Health & Safety at Work regulations
- Provide clean air for your employees and clients

WORKER (manager, team member, contractor, sub-contractor, apprentice, trainee, student gaining work experience)

As a worker, you must:

- Comply with your employer’s instructions regarding all health and safety matters
- Use all equipment provided (engineered, personal protective equipment or administrative etc.)
- Participate in safety training sessions provided by your employer
- Take reasonable care to protect your own health and safety at work
- Take reasonable care to avoid adversely affecting the health and safety of any other person through an act or omission at work
- Report hazards to your employer.

If you notice something in your workplace that you think is unhealthy or unsafe you should tell your employer or supervisor immediately. A co-operative approach between employer and workers is encouraged to promote a healthy and safe working environment.

SELF EMPLOYED (contractor/ freelance)

If you are a freelance makeup artist or nail technician you are self-employed and therefore regarded as an employer. Ultimately you must ensure that your health and safety and the health and safety of other people are not affected by the way you carry out your business and work activity.

Fact Sheet | An introduction to health & Safety

1.5 Working with Habia

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Important

This information provides guidance on Health & Safety at Work matter. It may refer to legislation that has been amended or repeated and should not be taken as a statement of law. To ensure compliance with your legal obligations, you should always refer to the current Health & Safety at Work legislation.

For further information visit www.habia.org

T: 0845 2 306 080 **E: info@habia.org**