

## SECTION 1 - INTRODUCTION



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# SECTION 1 - INTRODUCTION

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# INTRODUCTION

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Health and safety is often a mis-understood subject. Most people think of it as unnecessary red tape that gets in the way. But that is not what it is, or should be.

Health and safety is there to keep people safe – and healthy - in the workplace. Who wants to go home missing a limb? Who wants to end up with severe eczema due to chemicals used at work? Who wants to end up with occupational asthma? Or fall and break their back, becoming paralysed? Get severely burned in a workplace fire?

I bet you didn't answer 'me' to those questions.

And that is how it should be. We should expect that work does not affect our physical – and indeed mental – health. We should not become injured or ill due to the work we do.

**That** is what health and safety is about. Not red tape. Not tick boxes to fill in. But instead, to keep everyone safe from injury and illnesses (that the workplace could potentially cause or make worse).

Once you understand the basics, you'll find that health and safety makes a lot more sense and is much easier to apply than you may have thought.

This is a comprehensive guide to all the legal requirements that apply to most salons, along with practical guidance on control measures (ways to reduce the hazards and risks).

Checklists and forms for recording things like maintenance checks are provided. Remember, it is not filling in forms that matters: taking sensible precautions after thinking about what risks there are is much more useful.

The most common injuries at work in almost every occupation are from slips, trips and falls, and from incorrect manual handling techniques. In hair and beauty, dermatitis is the biggest health problem.

For most hair and barber salons, this will be all you need to meet your legal duties in regards to health and safety, and in order to avoid accidents or ill health to staff. Links to further information are also provided within the text if you wish to read up more on certain subjects.

## PLEASE 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.

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## PREFACE - IMPORTANT NOTICES

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### **If you think health and safety has to be complicated - it isn'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](#) and/or [Pochat Training](#) directly or reading the HSE's [H&S made easy - basics for your business](#).

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# 1 INTRODUCTION

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## 1.1 What is this guide about?

This guide is to help you understand the relevance of Health & Safety at Work in the Hair 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 workplace meets the national standards of Health & Safety and keeps 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 Hair 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 health and safety are being met.
- The hazards typically found in the Hair 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:

- Hairdressing
- Barbering
- Laser 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' 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 etc Act 1974 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.

The Management of health and Safety Regulations 1999 make it clear that every business (and self-employed) must do risk assessments, and sets out how to do them.

### 1.4.1 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.

*An Employer's responsibilities are:*

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

For more information, see [HSG65, Managing for Health and Safety](#)

### **1.4.2 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.

For more information, see [INDG450, Your Health, Your Safety. A brief guide for workers](#)



### 1.4.3 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.

## 1.5 Working with Habia

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 <http://www.hse.gov.uk>

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## SUBSCRIPTION

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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 twice a year. This costs just £99.99 per annum (this even includes VAT already), a small price to pay to keep your people safe and stay within the Law.



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**REDUCING THEFT (BECAUSE COPYING IS THEFT) BRINGS PRICES DOWN FOR EVERYONE AND IMPROVES THE QUALITY OF RESEARCH AND THE FREQUENCY OF INFORMATION.**

Remember, those that choose not to abide by the law leave themselves open to prosecution.

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## DISCLAIMER

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Habia and Pochat Training have used every effort to avoid errors and to ensure that the contents of this pack are accurate and complete. However, Habia and Pochat Training give no warranty and accepts no liability for errors or omissions. Readers should not use this pack as a substitute for expert advice in appropriate circumstances.

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## IMPORTANT

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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](http://www.habia.org)

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For health & safety training, visit [www.pochattraining.co.uk](http://www.pochattraining.co.uk)

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