

## BUSINESS DETAILS

### IN AN EMERGENCY CALL:

**Salon/Spa Manager:**
**Business Contact Number:**
**Clients:**

## SERVICE DETAILS

**Purpose:**
**Date:**

**Benefit:** Boosts confidence by improving nail health and aesthetics. | Encourages hygiene awareness and hand care. | Expands revenue opportunities by offering a wide range of services. | Promotes creativity through customised nail art and design. | Provides a relaxing and therapeutic experience for clients. | Strengthens fine motor skills and attention to detail.

## HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Acrylate/gel allergy and sensitisation	Skin irritation, dermatitis, long-term sensitivity	Durable gels and acrylics remain available with product choices matched to tolerance.	Minimise skin contact, use HEMA-free or alternative systems for sensitive clients, and wipe inhibition layers safely. Cure fully to brand timing; stop at the first sign of itch, redness or vesicles, record products/batches, and advise medical review as appropriate. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>
Breaks to skin and blood exposure	Cuts, bleeding, infection transmission, contamination	Precision grooming and cuticle detailing elevate finish quality for a polished, photo-ready result.	Use sharp, disinfected tools and avoid living tissue; stabilise fingers/toes before any trim. If skin is breached, stop, don gloves, clean and disinfect to full contact time, dress the wound, bag waste, and quarantine implements for reprocessing; record the incident for traceability. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Cyanoacrylate nail glue incidents	Skin bonding, eye injuries, chemical burns	Secure tip application and quick repairs keep sets looking seamless and durable.	Use micro-drops, avoid skin, and cap immediately; keep debonder and saline eyewash to hand. If inadvertent bonding occurs, do not pull—soak and roll off; irrigate eyes for 15+ minutes if affected and seek medical care; document brand and batch in records. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>
E-file heat and ring of fire	Burns, discomfort, permanent nail damage	Fast, accurate prep and debulking enable sleek shapes and long-lasting structure.	Limit e-file use to trained techs; select correct bit, speed and torque, keep the bit moving with feather pressure, and check client sensation frequently. Cool between passes and replace worn bits before chatter develops; pause immediately if heat builds. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>
Electrical safety of e-files and lamps	Electric shock, burns, fire hazard	High-precision tools remain available for premium finishes without service interruptions.	Perform daily visual checks and PAT to schedule; keep vents clear and cords off wet areas. Unplug before bit changes, use RCD-protected circuits for mobile setups, and quarantine any tool that tingles, smells hot or trips protection pending inspection. <b>(ALL)</b>	Technicians, clients	Before Measure: <b>High</b> After Measure: <b>Med</b>
Ingrown nail aggravation and contraindications	Pain, infection, worsening of nail condition	Comfort is protected so clients can maintain regular pedicure and grooming routines.	Avoid invasive corner cutting; file edges straight with gentle bevel and never probe sulci. Screen for diabetes, vascular issues and active infections; defer cosmetic work over inflamed or infected areas and signpost for podiatry; document adapted shaping. <b>(ALL)</b>	Clients	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Musculoskeletal strain (technician)	Repetitive strain injuries, back pain, posture issues	Skilled craftsmanship is sustained across long days, keeping quality consistent.	Set table/chair height for neutral wrists and shoulders, use arm supports, and schedule micro-stretches. Choose light, balanced handpieces, alternate tasks to avoid prolonged pinch grips, and log discomfort early so workstation setup can be adjusted. <b>(ALL)</b>	Technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>
Overfiling and plate thinning	Pain, weakened nails, damage to nail bed	Natural strength is preserved so enhancements wear well and look refined.	Assess plate thickness and condition; choose appropriate grit and light, single-direction strokes to remove surface shine only. Avoid aggressive corner work and re-assess at each infill to prevent cumulative thinning; document any sensitivity to guide future prep. <b>(ALL)</b>	Clients	Before Measure: <b>High</b> After Measure: <b>Med</b>
Pedicure bath hygiene and water control	Cross-contamination, fungal infections, burns	Relaxing pedicures feel luxurious while maintaining high hygiene confidence.	Use single-use liners or clean, disinfect and flush jets to contact time between clients; scrub debris traps and air-dry open. Change water each client, test temperature before immersion, limit soak duration, and towel-dry thoroughly; log cleaning cycles. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>
Primer and monomer chemical hazards	Skin burns, inhalation irritation, fire risk	Creative sculpting and strong adhesion remain available with safer chemistry choices.	Prefer non-acid/low-acid primers applied as micro-dots to the plate only; prohibit MMA monomers via supplier checks and SDS. Store liquids capped and upright, clean spills immediately, ventilate stations, and dispose soaked waste in metal lidded bins away from ignition. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Med</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Callus reduction safety	Cuts, infection, excessive skin removal	Smoother heels are achieved safely with results clients can comfortably maintain.	Do not use razor blades; select abrasive paddles and reduce gradually, reassessing skin after each pass. Avoid over-reduction that risks fissures; hydrate and seal with emollients, and record tolerance and outcomes to refine future sessions and intervals. <b>(ALL)</b>	Clients	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Communication, consent and services for minors	Misunderstandings, inappropriate treatments, safeguarding risks	Clients get the exact look they imagine, and families access special-occasion nails safely.	Use visual shade charts and plain-language options; confirm length, shape and art steps before irreversible filing or curing. Provide written aftercare, obtain guardian consent for minors, keep designs age-appropriate, and document who consented and any agreed limits. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Filing dust and particulates exposure	Respiratory irritation, eye irritation, allergic reactions	Intricate shaping stays comfortable, keeping turnaround quick even at busy times.	Fit table extraction or local LEV close to source, offer disposable masks on request, and position intakes between hands and face. Avoid compressed air; wet-wipe to finish, empty filters to schedule, and bin dust in lidded containers to prevent re-entrainment. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Instrument sanitation and sterilisation	Cross-infection, contamination, illness	Back-to-back appointments remain possible while sustaining the hygiene standard clients expect.	Clean debris, then disinfect or sterilise by tool type; change solutions daily and log contact times. Where used, validate autoclave cycles with weekly spore tests, store sterile items sealed, and never reuse single-use tools; weekly audits verify stock rotation and compliance. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>High</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Laundry and soft-surface hygiene	Bacterial spread, unpleasant odours, contamination	Spa comforts and crisp presentation are maintained while chairs turn efficiently.	Bag used linens separately; wash $\geq 60$ °C and dry fully before reuse. Replace toe separators/abrasives that cannot be disinfected; store clean linens covered, schedule mid-shift laundering, and run weekly audits to verify segregation, stock rotation and supply levels. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Lifting and moisture trapping	Infections, fungal growth, product lifting	Enhancements stay secure longer between visits, protecting length and design detail.	Dehydrate and prime per brand, cap free edges, avoid touching skin, and seal sidewalls. Instruct clients to report early lift and book timely infills; remove water-logged product promptly and adjust prep where recurrent issues occur, noting changes in the file. <b>(ALL)</b>	Clients	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Material sensitivities (latex/adhesives/tapes)	Allergic reactions, dermatitis, swelling	Appointments remain viable for clients with common material sensitivities.	Ask about latex and adhesive reactions; stock nitrile gloves and hypoallergenic tapes, rotating glove brands if irritation occurs. Moisturise hands post-service and record sensitivities to guide future setups, avoiding known triggers in subsequent visits. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Product cross-contamination	Allergic reactions, product spoilage, infections	Colours stay true and designs cure cleanly, supporting consistent premium finishes.	Decant to single-use palettes, avoid double-dipping, and cap bottles between strokes. Label pots with date/batch, segregate gel, acrylic and art supplies on the station, and discard any cloudy or contaminated product; sanitise bottle necks and wipe tools before storage. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Record and batch traceability	Inability to identify allergens, inconsistent service	Visit-to-visit consistency improves, reducing rework and helping styles evolve predictably.	Log brand, colour, batch and lamp used; photograph complex sets at finish, record reactions or lifting, and set reminders for infills. Maintain a central register so preferences and tolerances guide future choices and support fast troubleshooting when needed. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Slips and trips around pedicures	Falls, sprains, injuries from wet floors	Appointments run smoothly without delays from preventable mishaps.	Keep floors dry with absorbent mats near baths, escort clients in/out of footbaths, and provide sturdy footrests. Route cables off walkways, spot-clean immediately, and display temporary wet-floor signs during mopping; review layout for clear pathways. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
Solvent and remover irritation	Skin dryness, inhalation risks, chemical burns	Regular colour changes and soak-offs stay comfortable without sacrificing finish.	Ventilate during acetone/remover use; protect surrounding skin with barrier and limit soak times. Avoid occlusion on compromised skin, moisturise post-removal, decant minimal volumes, and keep caps closed; document recurrent dryness or sensitivity for future planning. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>
UV/LED exposure and curing quality	Skin damage, incomplete curing, product lifting	Quick, resilient cures deliver the gloss and wear clients book you for.	Match lamp brand/wavelength to product; apply thin, even layers and cure to prescribed cycles, adding a safety pass for dark shades. Offer fingertip sunscreen or fingerless gloves, fit lamp hoods/shields, and avoid staring into emitters during operation. <b>(ALL)</b>	Clients, technicians	Before Measure: <b>Med</b> After Measure: <b>Low</b>

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Unpredicted risks	Illness, injury, death		Ongoing dynamic risk assessment carried out by all staff. Any observed potential hazards should be reported to the manager immediately and corrective action taken if required. <b>(ALL)</b>	All	<b>N/A</b>

## NOTES

**Extra notes & service evaluation:**

Completed by

Reviewed/Approved by

Risk Assessment Date

Review Required Date