



FOUNDATIONS™

NAIL & BEAUTY ACADEMY LIMITED

COVID-19 GUIDELINES

1. OUR ACADEMY

- ✓ We have undertaken a thorough review of our academy and the services we offer
- ✓ We have rearranged our waiting, reception and treatment areas to adhere to social distancing guidelines
- ✓ All surfaces throughout the academy will be cleaned regularly and wiped with the appropriate cleaning product between each treatment
- ✓ All items of equipment will be cleaned before and after every treatment. This includes all metal instruments, brushes, bowls, and tweezers
- ✓ One-use disposable items will be used where necessary (sustainable alternatives kept where possible)
- ✓ We will ensure adequate ventilation throughout the academy with doors and windows open where possible

2. OUR TEAM

- ✓ We have conducted training to ensure all team members care for our customers in a safe, hygienic and professional manner
- ✓ Staff have been trained to adapt each treatment to uphold best practice, including hygiene and safety
- ✓ We have agreed on social distancing for our team in communal staff areas
- ✓ Staff are briefed to uphold safe standards while dealing with responsibilities at reception

3. OUR PRACTICAL ASSESSMENTS

- ✓ We have reviewed our treatment menu and removed treatments where we felt it necessary to do so

✓ Our therapists will wear gloves, visors and other personal protective equipment (PPE) during treatments where required. Therapists will wash their hands before and after every treatment

✓ PPE will be replaced after every treatment

✓ Our therapist will stay with you throughout your treatment – not venturing out of the room – to reduce the need to replace PPE and minimise infection

4. ARRIVAL & RECEPTION

✓ We will greet you warmly but without a handshake or personal contact

✓ Please sanitise hands-on arrival

✓ We will stagger student arrival times to minimise close contact

✓ We will clean the reception area regularly

✓ Waiting areas will be arranged to adhere to social distancing

5. WE ASK YOU, OUR STUDENTS

✓ To arrive at the time agreed, to maximise social distancing

✓ To wash your hands and/or use hand sanitiser as directed by our team and before and after each treatment

✓ To contact us if you have a temperature, or are feeling unwell or if any person in your household has the same or is self-isolating

✓ Our kitchen facility will not be available, so please bring your own drinks

✓ Bring your own pens and notepads

✓ Minimise personal possessions

✓ Ensure you keep 2m apart when waiting to enter the academy

✗ No food can be consumed in the academy

✗ Do not come to the salon if you or anyone you live with is self-isolating or is displaying symptoms known to be consistent with Covid-19

We are happy to discuss any of your individual concerns, please feel free to speak with a member of staff We will provide you with a safe environment that complies Our Commitment with guidelines issued by Government and our local authority SALON GUIDELINES COVID-19

We reserve the right to amend or adjust these guidelines based on government policy and new research to protect the safety of all our staff and clients