



# **Skin Care Policy In Hairdressing**



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# Skin Care Policy in Hairdressing

<b>Strategic Responsibility</b> Faculty Head <b>Functional Lead</b> Health and Safety  <b>Approval Authority</b> Health & Safety Committee	<b>Status of this Document:</b> May 2006 Reviewed June 2007 Reviewed January 2009  <b>Next Review:</b> January 2010
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This policy sets out the aims, procedures and guidelines for Hairdressing.

## 1 POLICY STATEMENT

### 1.1 Aim

1.1.1 The aims of the policy are to:

- To ensure that, along with the college Health & Safety Policy and Procedures, the risk to hairdressing staff, students or clients from hair-care products is kept to a minimum.

### 1.2 Scope

1.2.1 This policy applies to all staff, students & clients.

### 1.3 Staff Responsibilities

1.3.1 As with all Health & Safety issues, it is the responsibility of all staff to comply with this policy and managers have the additional responsibility to ensure it is enforced.

### 1.4 Changes in the Law

1.4.1 The College will comply with relevant changes in the law as they occur, and thereafter will amend this policy statement, its associated procedures, and its operational guidance as soon as is practicable, notwithstanding any review date contained in this document.

## 2 CONTEXT

- 2.1.1 Some substances used in hairdressing are known to result in an allergic reaction in some people. This may appear as a rash or spots on the skin and, as occupational dermatitis is not uncommon amongst hairdressers, must be looked for at the earliest opportunity.
- 2.1.2 The health of staff, students & clients has also been considered as skin disorders have been shown to be a risk to health.

## 3 RESPONSIBILITIES

- 3.1.1 Managers are responsible for enforcing the policy. It is crucial that all managers/supervisors are clear of the terms of the policy and therefore understand when a breach has occurred.
- 3.1.2 Under Health and Safety legislation staff are required to take responsibility for their own health and safety and that of their colleagues. Therefore, they are responsible for complying with the terms of the policy.

## 4 PROCEDURES/REGULATIONS

### Skin Sensitivity Test

#### 4.1.1

**A skin sensitivity test must be carried out at least 48 hours before product application [as per manufacturers instructions].**

- ❑ **Skin Sensitivity Test: Clean [with surgical spirit] 1 cm behind the ear and apply a small amount of the unmixed colourant product with a cotton bud. Reapply 2 or 3 times allowing it to dry between each application. Leave for 48 hours without washing. If, during**
- ❑ **Positive Reaction: If, during the 48-hour period, the client notices itching or reddening do not apply colour.**
- ❑ **If skin sensitivity test is negative colour service can go ahead.**
- ❑ **If the colour service is carried out and the client incurs a reaction during the application, such as intense stinging, rash or a burning sensation on the scalp, rinse immediately with lukewarm water. Do not continue with the colour service.**
- ❑ **If skin sensitivity test is positive the colour service cannot be carried out and a second skin sensitivity test with an alternative colour product can be given.**

#### 4.1.2 Wearing Gloves

Suitable disposable gloves are provided and should be worn during the preparation, application and rinsing of chemical products.

### Control Measures

#### 4.1.3

- ❑ Students are asked to declare any skin conditions prior to commencing the course
- ❑ Use work practices that reduce the amount of time spent with the hands in water, especially shampooing
- ❑ Students are instructed in the safe use of chemical substances
- ❑ Avoid contact with products that seem to contribute to dermatitis
- ❑ PPE issued is always worn where a need has been identified
- ❑ Contact with hazardous substances is minimised when removing PPE
- ❑ Skin is washed promptly and thoroughly after working with hazardous substances
- ❑ Ensure that products are used according to manufacturers instructions
- ❑ When chemicals are used, the least hazardous one for the job is used
- ❑ Skin sensitivity test carried out prior to every application of colourant
- ❑ Barrier cream used to protect skin where appropriate
- ❑ Any skin problems are reported as soon as they become apparent

#### **4.1.2 Wearing Gloves**

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### **4.2 Breaches of the Policy**

4.1.1 Breach of the policy may lead to disciplinary action being taken against a student (under the student discipline code) or staff member in line with the college's code of discipline, a brief outline of which reads as follows:

- (1) All allegations will be fully investigated
- (2) If allegations are substantiated action may be taken.
- (3) Action may be (i) a verbal warning (ii) a written warning or (iii) dismissal, depending upon the severity of the misconduct.

## 5 IMPLEMENTATION and REVIEW

### 5.1 Promulgation of New/Revised Policy

- 5.1.1 The full Policy documentation is available on the College's Intranet at [www.langside.ac.uk/staff/staffres](http://www.langside.ac.uk/staff/staffres). Any modification made to the Policy will be available on the Intranet, so this is the place to find the fully up-to-date version.
- 5.1.2 The Health and Safety Manual contains a hard copy version, but this is issued only periodically, and is not necessarily current, so staff should always check the Intranet before using the Policy. Hardcopy versions can also be obtained from Health and Safety upon request.
- 5.1.3 When the Policy is updated, all staff will be informed by e-mail to this effect. Managers having staff who do not have access to e-mail, should make appropriate arrangements to cover this shortfall.

### 5.2 New In-post Staff

- 5.2.1 Appropriate explanation is to be given at induction for new staff.
- 5.2.2 For staff taking on management responsibilities for the first time, the line manager will discuss this Policy and how it operates, with the new manager as a part of their induction into the new role.

### 5.3 Monitoring

- 5.3.1 Reports to the Health & Safety Officer are to be provided each time a skin disorder, which might be caused by substances used in hairdressing,.

### 5.4 Review

- 5.4.1 The next scheduled review of this Policy will be carried out by the Senior Lecturer (Hairdressing), and is to be completed by May 2006. However, the Policy will be adapted to meet changes in the law as soon as is reasonably practical.

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