**BANGS SALON**

**COVID-19 RETURN TO SAFE OPERATIONS PLAN**

**Owners: Andrea Maddalozzo & Karynne Renn**

**STAFFING -**

Bangs Salon is a hair salon that has 7 Stylists within a 900 square foot facility.

**RISK ASSESSMENT AND MEASURES TO REDUCE RISK –**

Waiting Room Area – A potential area of interaction during normal times. During return to work operations, there will be no clients allowed to sit in the waiting area. Magazines will be prohibited. Clients will be required to arrive only at the start of their appointment and leave promptly afterwards. If a client arrives early, they will be required to wait outside of the facility.

Staff Break Area – An area where staff congregate that could create issues around interaction. Only one staff member will be allowed in the break area at one time. A reduction of 60% of regular staffing will also cut down on interaction in this area. If two staff members happen to be on a break at one time, the second arriving staff member will need to break at their chair, the front desk, or outside of the facility.

Client Interaction – Clients must wash hands prior to service. Stylists will be required to wear masks at all times, and gloves will be required from client arrival until shampoo is completed. Any client to stylist communication will be done from a 6 feet social distance, or, via the mirror when the client is in close proximity to the stylist. Each client will receive a new cape prior to their processing. Clients will not be served any water to reduce risk of cross-contamination.

Client Payment – E-transfers will be the preferred method of payment. Cash will not be allowed as a method of payment. The Point-of-Sales machine for Interac and Credit Card purchases will be sanitized after every use.

Stylist Tools – Combs will be required to be sanitized by placing in barbicide for a minimum of 10 minutes before re-use. Brushes will be sprayed with disinfectant after every use. Scissors must be wiped with disinfectant after every use. Clippers must be sprayed down with disinfectant after every use.

Stylist Stations – Wipe and spray down every work station after and before any client using disinfectant. Hair will be swept up and disposed of in trash cans prior to and after every client. The sink must be disinfected after every client.

Stylist Cleanliness – Stylists will wash hands prior to and after every client, and will switch gloves after and before any clients changeover.

Facility Cleanliness – All doorknobs, included the front entrance and bathroom will be wiped clean with disinfectant throughout the day on an hourly basis. The entire bathroom and front desk area will also be cleaned on an hourly basis.

**MAINTAINING PHYSICAL DISTANCE –**

Stylist Physical Distancing Procedures – Only 3 stylists will be permitted to work at any one time to maintain physical distancing. 15 minutes will be added to each client time to allow for extra cleaning. Shifts will be divided in morning and afternoon segments, with 3 stylists in each period.

Physical Distancing with Clients – When a client arrives, they will be only permitted to stay 6 feet from the stylist until the shampoo commences. There will be no dry cuts. Any other communication will be done via the mirror.

**ILLNESS POLICY –**

Client Illness – A sign will be on the front door, and throughout the salon with the following direction to clients regarding illness:

1. Anyone with symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing, must self-isolate at home for a minimum of 14 days and cannot enter this facility.
2. Anyone under the direction of the provincial health officer to self-isolate must follow those instructions and not enter this facility.
3. Anyone who has arrived from outside of Canada, or who is a contact of a confirmed COVID-19 case, to self-isolate for 14 days and monitor for symptoms and is not permitted to enter this facility.
4. If you are found to be violating these terms, you will be asked to leave immediately and barred from the facility.

Stylist Illness – Any client who falls ill during the course of their regular workday will be asked to leave, and the entire operations at the facility will cease, and immediate cleaning of the entire premises will commence.

Any stylist with symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing, must self-isolate at home for a minimum of 14 days and cannot come into work. Arrangements will be made to cancel all of their clients for the 14 day period.

**COMMUNICATION PLAN –**

Stylists – Stylists will be receiving a copy of this plan, and will be required to read an electronic version of it prior to returning to work. A verbal virtual meeting will be done with each stylist so they are aware of the new return to work procedures.

Clients – Email reminders will outline the new procedures to clients, and will be on the salon website. Signage will be placed on the door, and throughout the shop regarding the COVID-19 restrictions in place.

**WORKPLACE ONGOING MONITORING –**

Should any new safety concerns arise, stylists will be encouraged to voice them in ongoing virtual meetings, and in any in-person meetings, and revisions to this plan will be applied.

Workers and employers with questions or concerns about workplace exposure to the COVID-19 virus can call WorkSafeBC’s Prevention Information Line at 604.276.3100 in the Lower Mainland (toll-free within B.C. at 1.888.621.SAFE). You’ll be able to speak to a prevention officer to get answers to your questions, and if required, a prevention officer will be assigned to assess the health and safety risk at your workplace.