

## GUIDELINES FOR OPERATORS OF HAIRDRESSING ESTABLISHMENTS

This guideline provides information regarding the requirements and minimum standards for operators of home hairdressing establishments. Many parts of this guideline can also be applied to mobile hairdressing businesses and established hairdressing salons.

Operators of hairdressing businesses must familiarise themselves with the *Hairdressing Establishing Regulations 1972* (available from the State Law Publisher [www.slp.wa.gov.au](http://www.slp.wa.gov.au)). It is also recommended that operators read the *Skin Penetration Code of Practice* (available from the Department of Health website [www.health.wa.gov.au](http://www.health.wa.gov.au) or your Environmental Health Officer).

If you are considering establishing a hairdressing business in the region, you must first notify Environmental Health Services at the City of Busselton with details of the proposed establishment including:

- (a) the name and address of the intended establishment;
- (b) the proprietor;
- (c) the proposed layout of the establishment including details of the locations of fixtures such as hand basins and sinks, and materials used in the premises for shelving and flooring etc.

After receiving notification, an Environmental Health Officer will then conduct an inspection prior to opening to ensure compliance with all health requirements.

### Planning and building requirements

- Prior to commencing any home business in a residential area, it is recommended that you contact Planning Services at the City of Busselton to determine if your proposal requires a development approval;
- If you intend to alter the structure of your home for your hairdressing business, you must contact Building Services at the City of Busselton to determine if a building licence is required;

### Structural Requirements

A work area includes any workbenches, sinks and other structural items necessary to carry out the hairdressing procedure. Work areas must:

- be well lit and well ventilated;
- be constructed and finished using smooth, impervious, durable materials which can be easily cleaned;
- contain adequate cupboards, cabinets and shelves for the storage of clean towels, neck cloths, neck protectors, throw-overs and similar;
- have sufficient bench space to ensure the separation of clean and dirty equipment;
- facilitate a flow pattern to prevent recontamination of processed equipment;
- have equipment positioned and stored safely to minimise the risk of injury;
- have sufficient and suitable containers for soiled linen, towels and cloths and separate receptacles for hair, paper and other waste;
- have hand wash basins with hot and cold water supplied through a single outlet, plus soap or detergent, and disposable paper towels in the immediate area where hairdressing is undertaken. It is acceptable for a hair washing basin to be used for the washing of hands prior to a hairdressing procedure;

- have hair washing basins provided for every 3 work stations. Hairdressing implements that have not been exposed to blood can be washed in a hair washing basin. It is not suitable to use a hair washing basin for the washing of hands following exposure to blood or body fluids, or to wash crockery. A basin should always be available for washing hands.
- not be used for any other purpose. A substantial wall must separate any other activity within the premises;
- have a floor of smooth, impervious and washable finishes. Tiled or linoleum floors are desirable;
- ensure that if refreshments are served to customers, the refreshments are to be prepared in a completely separate room from the hairdressing section.

### Health Requirements and the risk of infection

Infection can occur during hairdressing procedures. Items such as razors, combs, clippers and hairpins can accidentally penetrate the skin. Blood and body fluids do not have to be visible on instruments, equipment or working surfaces for infection to be transmitted. Both clients and operators may be at risk.

Infections that can be spread in hairdressing premises include skin infections on the scalp, face and neck such as impetigo (also known as school sores) and fungal infections such as tinea capitis and ringworm. These infections can spread when instruments and equipment used on clients are not cleaned between client's sessions or are not handled or used in a hygienic manner, and when structural facilities such as furnishing and fittings are not kept clean and in good repair.

### Cleaning and Sterilisation of Hairdressing Equipment

The use of disinfection products requires operators to apply these solutions in strict accordance with the manufacturer's directions. The table below provides a guide on cleaning requirements for equipment commonly used in the hairdressing industry.

Equipment		When	How
Single-use razors	Potential for skin infections or blood-borne virus transmission	After each client	Dispose of into a sharps container
Safety razors Haircutting razors Cut throat razors with single-use blade <b>only</b>	Potential for skin infections or blood-borne virus transmission	After each client	Dispose of blade into a sharps container. Wash handle in warm water & detergent. Rinse in hot running water. Dry with lint-free cloth. If contaminated sterilise or dispose of into a sharps container
Electric razors	Potential for skin infections or blood-borne virus transmission	Do not use	
Shaving brushes	Potential for infection if previous client has facial skin lesions or infection	After each client	Rinse free of hair and shaving cream. Wash in warm water and detergent. Rinse in hot running water. Dry thoroughly
Electric clippers	Potential for skin infections or blood-borne virus transmission	After each client	Use lint-free cloth to remove hair. Wipe clipper blade attachment with alcohol. Wipe over body of clipper with a damp cloth containing detergent and water or alcohol. Dry with lint-free cloth
Electric haircutting razors	Potential for infection or infestation	After each client	Dispose of blades into sharps container. Wipe over razor body with a damp cloth containing detergent and

			water or alcohol
Scissors	Potential for blood borne virus transmission or infestation	After each client	Wash in warm water and detergent. Rinse in hot running water. Dry with lint free cloth
Combs Hair brushes, Hairnets Ear caps Hair pins/clips	Potential for infection or infestation	After each client and when dropped on the floor	Use lint-free cloth to remove hair. Wash in warm water and detergent. Rinse in hot running water. Dry with lint-free cloth
Rollers – regular and hot Hot tongs Crimping tongs	Potential for infection or infestation	After each client and when dropped on the floor	Use lint-free cloth to remove hair. Wash in warm water and detergent. Rinse in hot running water. Dry with lint-free cloth
Dye mixing bowls	Potential for contamination	When empty	Wash in warm water and detergent. Rinse in hot running water. Dry with lint-free cloth
Shaving bowls	Potential for contamination	After each client	Wash in warm water and detergent. Rinse in hot running water. Dry with lint-free cloth
Capes/Wraps	Potential for infection if previous client has neck skin lesions or infection	After each client unless a clean towel or paper tape is used around the neck	Wash in warm water and detergent. Rinse in hot running water. Dry according to type of material
Equipment Trolley	Prevention of dust and hairs from accumulating or contaminating clean equipment	At least weekly	Use lint-free cloth to remove hair. Wash in warm water and detergent. Dry thoroughly with lint-free cloth before refilling

### Hand washing

Hand washing is the most important and most basic technique in preventing the spread of infection.

Hairdressers must wash their hands:

- Before and after contact with each client;
- Before resuming a procedure if interrupted, for example, answering the telephone;
- Immediately prior to putting on new disposable gloves;
- Immediately after removing disposable gloves for any reason;
- After handling the nose, mouth or handling a nasal tissue or handkerchief;
- Before and after smoking, eating or drinking;
- After going to the toilet; and
- After contact with blood or other bodily fluids (of self or other person).

### Can hairdressers use cut throat razors?

Cut throat razors with a non-changeable blade are not permitted for use in any commercial hairdressing establishment due to the risk of spreading blood borne viruses from one client to another. Where cut throat razors are used, the blade must be single use and disposed of into a sharps container after using on each client.

This is a guideline only. There are special requirements for beauty therapy, waxing, or any other procedure where there is a risk of breaking the skin. For more information please contact Environmental Health Services at the City of Busselton on 9781 0444.