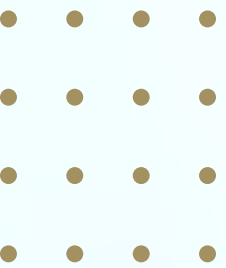




EST. 1946

CIDESCO
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CIDESCO
INTERNATIONAL
GUIDE SERIES

CIDESCO INTERNATIONAL GUIDE TO SALON & SPA HYGIENE

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BEST PRACTICE



Maintaining high standards of hygiene in your salon or spa is important for your customers, staff and business success.

This guide, brought to you by CIDESCO International salon and spa professionals, covers the core elements of hygiene practice including regulations, training, equipment and communications.

Karin Lupgens
President, CIDESCO International



HEALTH & SANITATION LAWS & REGULATIONS

Consistently update and adhere to the health & sanitation rules and regulations of your national government. These guidelines are in compliance with the laws of your respective government.

This includes:

- Familiarizing yourself with new laws and regulations from relevant professional bodies
- Identifying and structuring practices and policies that will need to be adjusted according to the result of any new health & sanitation rules and regulations
- Implementing employee CPD courses on new health & sanitation rules and regulations

TRAINING FOR EMPLOYEES

It is important that all staff understand the importance of hygiene both for themselves and for your clients. Carry out an annual health & safety assessment on your salon or spa to ensure you are covering all aspects of the business. This will include:

1. Updating and implementing new sanitation rules and regulations
2. Implementing no touch greeting policies if necessary
3. Scheduling training on cleaning, disinfecting and sterilizing such as
 - Hand washing practices 60 seconds long
 - Correct use of disinfectants for various surfaces, workstations, equipment and in general of all salon & spa facilities
 - Correct use of sterilizations methods of instruments / tools
 - Training in correct procedures of waste removal
 - Training in the correct procedure of Laundry
 - Create sanitation “check-in training” for employees
 - Provide training on tactful screening questions

SANITATION OF YOUR PREMISES

There are a number of important sanitation protocols we have learnt from COVID-19 which you may wish to adhere to long term. This covers:

1. Implementation of sanitation “check-in training” for clients and employees
2. Visible information on your hygiene and safety procedures / instructions placed at entrance and exit areas of the salon & spa
3. Automated hand sanitizer dispensers at the entrance to the salon or spa, in every washroom and at various points throughout the premises. (Sanitizer to be 70% isopropyl alcohol based)
4. Implementation of no touch greeting policies. Replace handshake with warm greeting or a ritual including warm towel, hand washing and hand sanitization
5. Clean and disinfect high touch areas constantly: door handles, light switches, telephones, screens, keyboards, pens and guest / staff and client lockers
6. Provide paper towels or individual towels in washrooms



SALON & SPA HYGIENE

EMPLOYEES HYGIENE

Good hygiene is a habit so ensure your employees are trained to incorporate this into their daily work. Key elements of employee hygiene are:

1. Therapist to demonstrate sanitisation of their hands in front of the client before commencing a treatment
2. Therapist to sanitise each client's hands/feet before commencing a treatment
3. The entire workstation must be thoroughly cleaned before and after each client, including the floor
4. Depending on the treatment, the employee may wish to wear a mask
5. Where possible use disposable implements
6. Where possible open new sterile implements in front of each client
7. Make sealable wastepaper bins and sharps containers compulsory in the treatment room
8. Wear gloves when handling waste and avoid touching waste by using a broom etc
9. Empty waste bins regularly (especially at hand basins)
10. Appropriate hygiene disinfectants to be used before and after each treatment

SANITATION OF IMPLEMENTS

SALON & SPA HYGIENE

Maintaining high standards of hygiene in your salon or spa is vital to prevent the risks of cross contamination.

1. Mix all disinfectants according to the manufacturer's directions
2. Wear gloves during sanitation / sterilization procedures to prevent contamination and to protect skin from strong chemicals
3. Use hand sanitizer and wait until it is dry before putting on gloves
4. Wash and disinfect all brushes, tweezers, and other non-disposables
5. Wash implements thoroughly with antibacterial soap and dry them off first before placing in the disinfectant. Ensure that all implements remain in the disinfectant liquid for the correct amount of time. Once disinfected, place used implements in sterilizer (autoclave / glass bead sterilizer) for the stipulated amount of time according to the manufacturer's instructions
6. Ensure sterilizers are tested regularly by Centres for Disease Control and Preventions
7. Store sterilized items in UV cabinet
8. Change the disinfectant to comply with manufacturer's directions. Record details and date in logbook
9. Remove gloves in the correct glove removal protocol turning glove inside out as it is removed. Do not touch outside of gloves. Dispose of in sealable bins
10. Clean all containers and wipe down product containers with a disinfectant daily



LAUNDRY PROCEDURES

SALON & SPA HYGIENE

Use a clean towel and robe for every client.

1. Where possible, use disposable laundry and towels especially in rest rooms
2. To avoid cross contaminations, roll inside of linen and sheets inward so that the used side is inside the laundry bundle
3. Store soiled linen and towels in closed containers
4. Launder clothing, towels and linen according to manufacturer's instructions, using the warmest allowed water setting
5. Laundry disinfectant liquid can be used to disinfect towels during the rinse cycle



GENERAL PROCEDURES

1. Keep the area you are working in well ventilated
2. Avoid close contact with people who are sick
3. Avoid touching your eyes, nose, and mouth
4. Wash hands frequently for at least 60 seconds
5. Cough or sneeze into a tissue, then throw the tissue into a sealable bin
6. Identify ways to visibly promote sanitation/cleaning activities (i.e. door hangers noting that sanitation is in progress, cards highlighting how often a space is sanitized, post confirmation that equipment has been cleaned between each use, etc)
7. Refill soap dispensers and disposable towels and pay attention to having sufficient supplies
8. Refill hand sanitizers and disinfectants regularly



INTERNAL COMMUNICATIONS

1. Print and post new sanitation guidelines
2. Communicate with employees about any changes in procedures
3. Communicate with employees about new internal employee policies or role changes
4. Communicate with employee's new sanitation duties
5. Set up a process to gather feedback from employees and clients to identify areas that need to be adjusted or revisited
6. Inform vulnerable employees of their rights and protection



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