# COVID-19 SAFE PLAN

# *HEALTH & HYGIENE REQUIREMENTS*

* All client details will need to be registered and kept for 28 days.
* Gloves | Masks | Hand Sanitizer | Anti-Bacterial Wipes will be readily available in Hair and Make-up Kits.
* Palettes will remain closed on workstations to avoid cross contamination.
* Brushes will be separated and placed in separate Zip Locked Bags for each client prior to Make-up Application.
* All Make-up Products and Items will be decanted onto a Stainless Steel or Ceramic Palette.
* Brushes will not be “spot cleaned” | all used brushes will be placed in a cup or container and then placed in a Zip Lock Container and taken home to be thoroughly washed with Shampoo | Conditioner | SARD Soap.
* Disposable Mascara Wands will be used for Mascara Application and Disposable Lip Wands will be used for Lip Product Application.
* All clients are required to arrive to their appointment with WASHED & DRIED HAIR | this needs to be completed the night before your appointment.
* All clients are required to arrive to their appointment with CLEANSED SKIN | no make-up is to be present on the skin.
* All Hair Equipment i.e. Hair Brushes | Hair Combs | Hair Products will be disinfected after every use to avoid cross contamination.
* All Workstations | Chairs | Tables will be wiped down with Anti-Bacterial Wipes after every client.
* Every client will be asked to wash their hands prior to sitting in the Hair and Make-up Chair and will be offered Hand Sanitizer after their service. Clients are also advised to wash their hands before and after they eat or go to the bathroom.
* Every client who sits in the Hair and Make-up Chair will be subject to a temperature check prior to their service commencement.

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* We have the right to refuse any service if we believe the client is ill or is displaying symptoms of COVID-19 | We do ask clients - if they are feeling unwell - to refrain from attending their service.
* SOFIA LEIGH has successfully completed the Department of Health Infection Control Training – COVID 19 | this will be displayed at all appointments as well as at our Studio Location.
* Every creative who works out of our studio and on location will be asked to present their individual COVID 19 Safe Plan as well as a completed Department of Health Infection Control Training – COVID 19 Certification.
* PLEASE NOTE: Due to the above Health & Hygiene Requirements – services may take more time to complete – than originally expected. Please keep this in mind prior to making your reservation.