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|  | **CIVIC GOVERNMENT (SCOTLAND) ACT 1982**  **NAIL BAR LICENCE**  **CONDITIONS** |

**NAIL BAR CONDITIONS**

**DEFINITIONS**

**Nail Treatments**

Any, or all, of the following; manicure, pedicure, nail extensions and artificial nails of any kind are considered as nail treatments. This also includes; treatments of the hands, feet, finger nails or toe nails which may include scrubbing, massage, cutting, filing, varnishing and cuticle removal.

**A licence will be required by businesses or self-employed individuals operating either independently within premises or in a peripatetic manner.**

1. The licence holder shall ensure that every operator is capable of demonstrating that they have sufficient knowledge, skill, training and experience commensurate with the activities they carry out. Qualifications must be accredited, nationally recognised or of an equivalent standard and must cover Salon Hygiene/Infection Control or similar. The licence holder shall retain a record of the information provided.

2. The licence holder shall ensure Control of Substances Hazardous to Health Regulations 2002 (as amended in 2004) (COSHH) assessments will be undertaken for the substances in use and the findings acted on including any health surveillance required. Note: Your product supplier will provide you with the Manufacturers Safety Data Sheets for each product, these will be required when undertaking COSHH assessments. The following link will provide further information on COSHH <http://www.hse.gov.uk/toolbox/harmful/coshh.htm>.

3. The licence holder shall not use Methyl Methacrylate Liquid Monomer (MMA) products for any treatments.

4. The licence holder shall ensure there is sufficient equipment such as scissors, cuticle pushers, nail clippers, etc. provided so that enough equipment is in place in order that it can be adequately cleaned and disinfected between clients. Where possible sterile single-use instruments will be used. The treatment table and other hard surfaces shall be cleaned between clients using a suitable surface disinfectant.

5. The licence holder shall ensure that a wash hand basin is provided in the salon treatment area which must have running hot and cold water, preferably via mixer taps and be connected to suitable drainage. Portable wash hand basins are not permitted. There must also be an adequate supply of soap and paper towels to be provided at the wash hand basin.

6. The licence holder shall ensure that both the client and service provider wash their hands between each treatment. Where client’s feet are to be treated such as a pedicure, the area around the treatment area will be appropriately cleaned and disinfected.

7. The licence holder shall ensure a clean and laundered towel is used for each client.

8. The licence holder shall ensure that odour and dust are controlled within the premises.

8.1 In order to reduce vapour from solvents, as so far as is reasonably practicable, solvents will be dispensed from a container with a lid which must be replaced after every use. Discarded solvent soaked materials shall be disposed of in a metal container with a tight fitting lid, the container shall be lined with an appropriate waste disposal bag.

8.2 In order to control dust and odour, where a downdraught work table is not used, all work tables shall incorporate an appropriate extractor hood. The client’s nails must be over the downdraught or close to the hood. The extracted air must be suitably filtered or extracted externally. Filters shall be changed in line with manufacturer’s instructions to remain effective.

Where extracted to an outside source any extracted odour and dust shall not cause a nuisance or fire hazard. Where the above controls do not lead to the control of odour and/or dust, additional forced ventilation and extraction may be required, a competent engineer must be consulted so as to ensure that any system installed will be effective.

9. The licence holder shall ensure that any treatment room or area must have a sufficient quantity of fresh air such as openable windows as a minimum requirement. Where there is insufficient natural air flow, mechanical ventilation may be required.

The licence holder shall ensure that prior to any treatment a pre service consultation is completed. This will include the following checks as a minimum:

● Personal details, including name, address, telephone number and date of birth.

● Details of client treatment requirements.

● Condition of skin and nails.

● Limitations to service.

Contraindications checks - The following list of conditions although not exhaustive may indicate that a cosmetic procedure should not be carried out:

● A history of skin conditions e.g. dermatitis, eczema or sensitive skin.

● A history of allergies.

● Poor skin or nail condition.

● Is the client undergoing chemotherapy or radiation treatment?

● Has the client got an existing medical condition e.g. infection, heart disease, blood disease, haemophilia?

● Is the client pregnant?

● Does the client have a history of skin cancer or is the client on medication that makes the skin photosensitive?

Aftercare advice and advice on contraindications:

● Client and nail technician signature and date.

● The pre service consultation record must be signed and dated by the client prior to any treatment. The record must be filed securely for a period of two years and be available to the enforcing authority for inspection.

10. The licence holder shall ensure that any client who presents a condition that is a contraindication to the treatment shall be asked to seek medical advice from their GP prior to the treatment being carried out. Written authorisation from the client’s GP shall be provided prior to any treatment being undertaken. A copy of this information shall be retained with the written records of the client’s personal details.

11. The licence holder shall ensure that nail treatment is not carried out on any child under the age of 16 unless accompanied by a person who has parental rights and responsibilities in respect of that child and who has also given their consent in writing to the nail treatment.

12. Where written consent has been provided, the person having the parental rights and responsibilities shall include in their written consent:

● Their relationship to the client.

● The name, address and age of the person to be pierced.

● Consent must be signed and dated by them.

13. The use of electric drills/files on a client’s natural nail is prohibited. Electric drills/files may only be used on the surface of the artificial nail and must not be used to blend the artificial nail to the natural nail. Only persons with specific training in the use of electric drills/files, and who are competent in their use, are permitted to use them.

14. Appropriate aftercare advice must be provided following each treatment. This must include information on actions to take if any adverse conditions occur. Where possible this should be given orally and in a written form for the client to take away.

15. The licence must be kept on display in a prominent location within the premises.