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## **HEALTH & SAFETY**

It is a legal requirement that therapists comply with certain regulations and a good idea that therapists become familiar with the details of these acts:

Health and Safety at Work Act (1974) (widened in 1993)

- ✓ The Workplace (health, Safety and Welfare) Regulations (1992)
- ✓ Electricity at Work Regulations Act (1992) (all electrical equipment the beautician uses should be checked and tested)
- ✓ Control of Substances Hazardous to Health Regulations (COSHH) (2002) (this act explains how all hazardous substances that the beautician works with should be stored and disposed of)
- ✓ The Personal Protective Equipment (PPE) at Work Regulations (1992) (the beautician should use PPE to protect both the technician and the client from cross infection and harm)
- ✓ The Manual Handling Operations Regulations (1992)
- ✓ Fire Precaution Work Place Regulations Act (1997)
- ✓ The Health and Safety (First Aid) Regulations (1981)
- ✓ Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) (1995)
- ✓ Data Protection Act (1984)
- ✓ Sale and Supply of Goods Act (1994) (if, as a beautician, we sell a product that we have recommended, it must be of merchantable quality, fit for the purpose it was made, and as described. In supplying a service, the therapist must do with 'with reasonable care and skill, within a reasonable time and make no more than a reasonable charge')
- ✓ Trades Descriptions Act (1968 and 1987)
- ✓ Consumer Protections Act (1987)
- ✓ The Sex Discrimination Act (1975) o The Race Relations Act (1976)
- ✓ The Equal Pay Act (1970)
- ✓ The Disability Discrimination Act (1995)
- ✓ Complaints and Grievance Procedure (recommended)
- ✓ Industry Codes of Practice (recommended)

### **Sterilisation and Sanitisation**

As well as following the above regulations, sterilisation and sanitisation are vital in all aspects of beauty therapy.

Sterilisation is the total destruction of all living micro-organisms and their spores. It can be used for metal and plastic tools and can be carried out with an autoclave, chemical sterilisers or a glass bead steriliser. Always wash tools in warm soapy water before sterilising, to remove grease, as the sterilisation will not be effective.

Sanitisation is the destruction of some but not all micro-organisms. It inhibits their growth. It is used for many tools, surfaces, and floors. Methods of sanitisation include UV cabinets, surgical spirit, sanitising spray and barbicide.

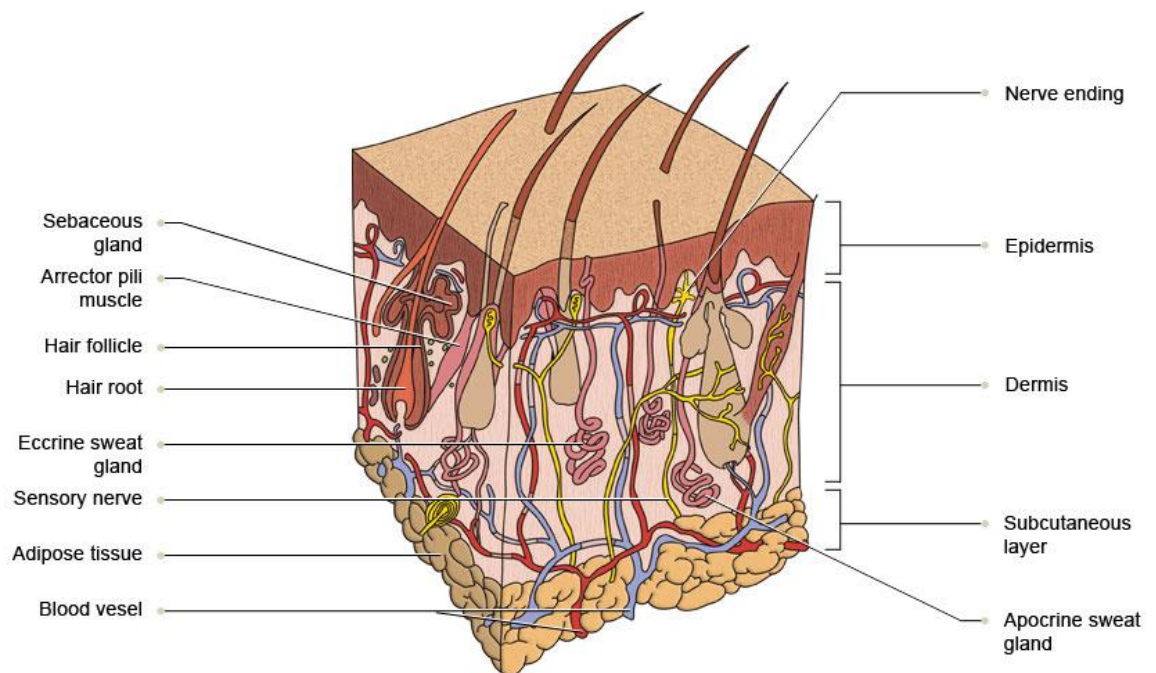
General rules of good hygiene include:

- ✓ Always washing your hands and using sanitising spray between clients ☐
- ✓ Tying long hair back ☐
- ✓ Wearing short sleeved garments ☐
- ✓ Remove jewellery ☐
- ✓ Fingernails should be short and clean ☐
- ✓ Have all metal tools stored in barbicide for at least 20 minutes after having been sterilised ☐
- ✓ Use disposable equipment where possible ☐
- ✓ Dispose of waste correctly ☐
- ✓ Remove products from jars using spatulas rather than fingers and take as much as is needed rather than re-dipping a spatula that has touched the skin ☐
- ✓ Clean towels for every client ☐
- ✓ Spray work surfaces with sanitising fluid between clients

Safety and hygiene precautions for waxing:

- ✓ The wax is not over or under heated
- ✓ Client and working area are adequately protected
- ✓ Care is taken whilst moving warm wax pots
- ✓ Therapists are wearing short sleeves/no jewellery/hair tied back/gloves
- ✓ The heater should comply with British Safety Standards
- ✓ The heater should be placed on tissue on a firm surface
- ✓ Disposable paper should be placed on all treatment surfaces
- ✓ The wax pot should be kept clean (with cleaner specifically for wax)
- ✓ Care should be taken over the trailing wire
- ✓ A clean spatula per client
- ✓ All waste disposed of correctly
- ✓ Sterilise all metal tools

## ANATOMY & PHYSIOLOGY

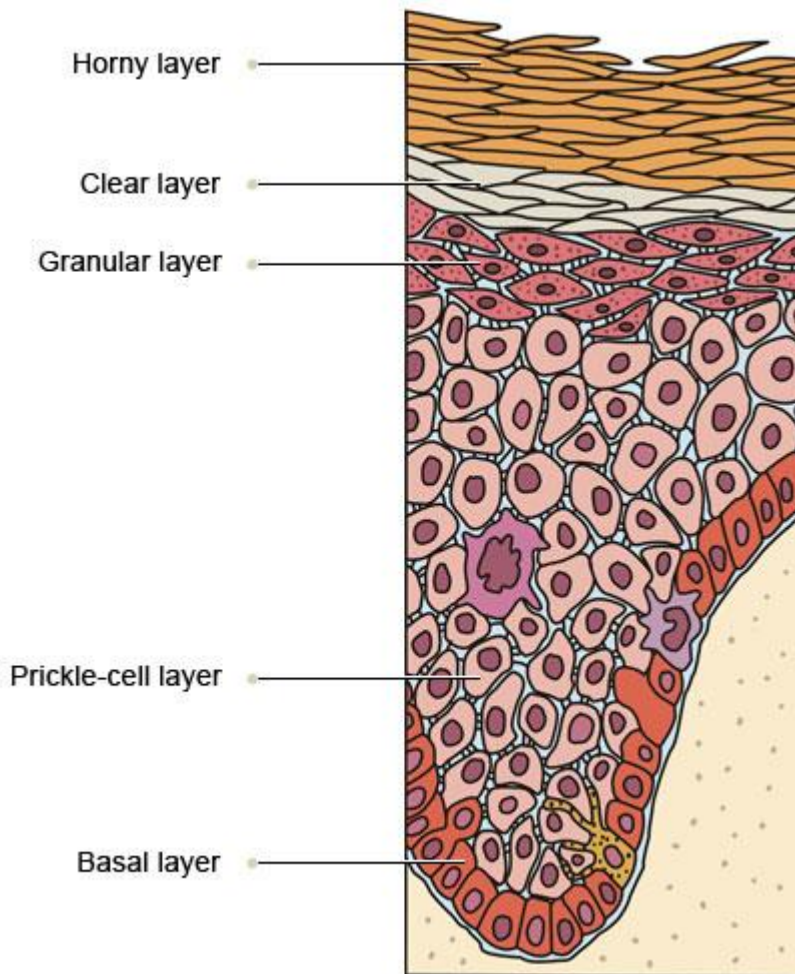


### **The function of the Skin**

The skin is the largest human organ and in adults covers a total surface of about 2 square metres and has a total weight of about 4.5-5 kilograms. The skin not only gives the body's appearance and shape, it also serves other important functions too.

PROTECTION	Our skin protects us from outside irritants such as chemicals, the sun's UV-radiation and bacteria, the heat or cold and environmental impact.
SENSATION	The dermis layer contains nerve endings for skin sensation. The nerve endings react to touch, pressure, heat, cold, vibration and tissue injury.
HEAT REGULATION	The skin regulates body temperature. The production of sweat, which evaporates on the skin's surface, cools us down. The skin regulates body temperature through sebaceous glands.
ABSORPTION	Oxygen, nitrogen and carbon dioxide enter your skin in small amounts. As a result of this, medicine by ointments and patches can be used by doctors. Cosmetic and skin care products can also enter the skin and penetrate the bloodstream this way.
EXCRETION	Sweating is the process by which the skin can eliminate waste products, such as urea, through the sweat glands.
SECRETION	The sebaceous glands excrete oil to lubricate and maintain the health of the skin.

## Structure of the Epidermal Layers



## TOOLS & EQUIPMENT

- ✓ Makeup remover
- ✓ Eye cleanser
- ✓ Thread
- ✓ Waxy pencil
- ✓ Brow Rulers (if required)
- ✓ Henna colours
- ✓ Mineral water
- ✓ Dappen dish
- ✓ Cotton discs
- ✓ Cotton buds
- ✓ Brow brush
- ✓ Wax pot
- ✓ Wax
- ✓ Spatulas
- ✓ Corn flour
- ✓ Wax strips

- ✓ Finishing oil

### **CONTRA-INDICATIONS**

Skin diseases and disorders (such as boils, acne, dermatitis, eczema, psoriasis, ringworm, scabies) ?  
Cuts and abrasions (put petroleum jelly or a plaster over them and work around) ?  
Warts and hairy moles (work around them, trim hairy moles with scissors) ?  
Diabetes (seek GP referral before you proceed with the treatment) ?  
Sunburn/windburn/recent sun exposure ?  
Bruising (work around)  
Skin tags  
Hypersensitive skin/allergies  
Swelling of unknown origin  
Skin cancer  
Defective circulation  
Broken bones/scar tissue/operations (6 months)  
Recent piercings and tattoos  
Eye infections or disorders (such as conjunctivitis, watery eyes)  
Use of retin A and AHA/BHA skincare, skin peels, steroid creams

### **CONTRA-ACTIONS**

A contra-action is a condition which may happen during or after the treatment.

Allergies  
Erythema (redness)  
Burns  
Blood spotting  
Bruising

### **CLIENT CONSULTATION**

Introduce yourself  
Discuss the client's requirements  
Ask the client to fill in the consultation form  
Discuss any contra-indications  
Ask about previous experiences  
Work out a treatment plan with the client  
Discuss requirements and expectations  
Explain aftercare  
Obtain client's signature and date; this is your legal safeguard  
Store the consultation card in a locked cabinet and only store the details you need

## **TREATMENT STEPS**

1. Cleanse the eyebrows to remove any grease or makeup
2. Using a spatula mark out the start, end and arch of the eyebrow
3. Using a waxy pencil draw in the outline of the required shape
4. Mix the henna according to the instructions included with mineral water
5. Apply to the brow using a dabbing motion rather than a dragging motion in a thin layer with a brow brush
6. Leave to stand until dry
7. Apply another layer or as directions state
8. Leave for 8-20 minutes
9. Remove gently with mineral water
10. Using an eyebrow spatula apply wax to the areas where hair needs to be removed with the direction of the hair growth (follow treatment procedure for waxing (below))
11. Place paper strip over the waxed area
12. Pull the skin taught and remove the paper against the direction of the hair growth (do not reuse the paper strip)
13. Work under one eyebrow with wax, then under the other
14. Apply wax to the middle of the eyebrow following the hair direction
15. Apply paper strip and remove the wax against the growth of hair
16. Apply wax again if more hair needs removing
17. When waxing is complete apply after wax to soothe the skin

## **Treatment procedure for waxing:**

1. Ensure pot is switched on and at required temperature
2. Ensure adequate heating and ventilation in the treatment room
3. Ensure all products and materials required are at hand and sterilised
4. New couch roll per client
5. Position the client on the couch depending on the area to be waxed, protecting clothing
6. Wash therapist's hands and apply gloves. Test temperature of the wax by applying a small amount to the therapist's wrist, then test on client using their ankle or wrist
7. Using a fresh spatula apply a thin layer of wax following the direction of the hair growth (a new spatula per client. If blood spotting occurs, throw spatula away and use a fresh one)
8. Place wax strip on the area to be removed, leaving a small strip to pull
9. Pull strip fast and back on itself, whilst pulling the skin taught at the same time to stop bruising. Clients can help pull the skin taught
10. Apply another thin layer of wax on the next area to be waxed, using a methodical approach to remove.
11. Once all waxing has been completed, cleanse the area with soothing after wax lotion
12. Explain the aftercare procedures
13. Dispose of all waste properly

## **AFTERCARE PROCEDURES**

For 24 hours:

Do not apply makeup

Avoid water

No swimming

Avoid heat treatments; saunas, steam rooms

Do not touch

Do not apply perfumed products

Return regularly for treatments