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Why you need
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and be a better
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Corporate Record
Binder Overview
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and procedures
template

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Series *Ask The
HR Girl:
Difference
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Handbook and
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Salon Website

101: Do's \u0026

Don'ts of a

Successful Salon

Website (PLUS

Examples!) *Build*

Your Own

Policies and

Procedures

Manual

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Procedure Manual

Salon & Spa

Policies and

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(DOC) Salon &
Spa Policies and
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07.06.19 Briella
Cendrzak | Salon
tips. Salon
policies are a
set of rules
that define
boundaries and

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Procedures
Manual
regarding your
clients'
behaviour. They
allow you to
maintain a safe,
organised and
fair
environment,
which benefits
not only you and
your staff but
also your
customers. Well-

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written salon
policies, secure
your business'
profitability,
significantly
decrease the
risk of
accidents, give
your employees
clear procedures
to follow and
finally – save
you and your
staff a lot of

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Salon policies
(with examples)
| Salon rules
for customers

...

As a result,
Perfect Ten's
policy manual
includes basic
salon policies
on operations,

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sick days,
lateness,
materials and
supplies,
payroll,
benefits, salon
and station
cleanliness,
proper
sanitation
procedures,
salon ethics,
and – a sign of
the times – the

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salon's
recycling
policy.
Procedure
Manual

By The Book -
Creating a Salon
Policy Manual -
Business ...
The policies,
practices and
procedures set
forth in this
Handbook are

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guidelines for
our employees.
Furthermore, as
changes in
practice and
procedure often
become
necessary, our
company may
revise, delete
or supplement
any policy,
practice or
procedure in

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this Employee Handbook at any time in its sole discretion.

EMPLOYEE POLICY HANDBOOK

The salon is open Monday to Friday 9.00-7.00 and Saturday s 9.00-5.00.
Floors and

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windows are
cleaned by a
contractor while
all other
cleaning is
shared by the
... and-policy-
template.doc He
genuinely cares
for his staff
and wants to
portray this in
his health and
safety policy.

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emergency
Procedure
procedures ...
Manual

Example health &
safety policy
for a
hairdressing
salon

The code of
conduct in the
salon employee
handbook should

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ideally be the most detailed part of the salon employee policies and procedures. This is the part that governs the day to day operation of your spa and salon business and keeps employee behavior in

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check. These
general
guidelines
should include
topics such as:

Salon Employee
Handbook | The
Reasons Why You
Need One

A salon policy
and procedures
manual is made

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up of statements of principles and approaches to dealing with the general management and ministration of a salon. They act as a framework for how the salon deals with everything general

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operational
problems, or how
to respond to
requirements to
comply with
legislation,
regulation and
codes of
practice.

WHAT ARE SALON
POLICIES &
PROCEDURES - WHY

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ARE THEY . . .

I acknowledge receipt of a copy of Hair Policy and Procedure Operational Manual, which outlines the benefits, policies and employees responsibilities to our salon. I

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will familiarize myself and comply with the information contained in the Policy and Procedures Manual.

SALON & SPA
Policies &
Procedures*
Effective

Page 29/50

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September 1st
2020: To better
support our
staff, protect
their
livelihood, and
respect their
time, a credit
card will be
required to book
all
appointments.
Your credit card
will be kept on

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file (your information will be concealed in an encrypted format which means that your information is confidential and safe).

Policies &
Procedures* -
Keldara Salon

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and Spa
Return Policy .
We are happy to
return any
retail products
you purchased
within 7 days of
original
purchase. No
cash value is
given and an in
Salon credit
will be issued.
48 Hour

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Policy And
Cancellation
Policy We
Procedure
Manual
understand that
due to your busy
schedule you may
have to cancel
or change an
appointment with
us.

Hair Salon
Policies
The acronym

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“SOP” stands for
“Salon/Spa
Operation
Procedures”. By
definition, this
manual is one to
contain every
single
procedure, each
written as
detailed as
possible. Why Is
This Manual So
Important?

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Procedures are essential to ensure a smooth running of business. The salon/spa procedure manual helps maintain standards across your business, should you ever wish to expand your venture.

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The Ins And Outs
Of Writing A
Salon/Spa
Procedure Manual

...

A staff handbook
lets you spell
out both your
salon procedures
and the Law,
reducing the
room for any
misunderstanding

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(deliberate or otherwise). It also helps you stay the right side of the Law to have clear written guidance on areas such as: Maternity & paternity leave; Your salon disciplinary process; Flexible working

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Why a salon
staff handbook
is important &
what goes in it
Writing and
revising your
spa/salon
operations
manual is also a
great way to

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Review your goals and staff expectations. A manual is more useful for the success of your business than you may think it is. Here is a helpful outline of what details to include in your manual. Compare your

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Policy And the
following
checklist – is
yours complete?

How to Write a
Spa Operations
Manual
Your Policies
and Procedure
Manual forms the
basis of your
induction of all

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new team members. It saves you time with repetition in training. It can be referred to when re-focusing a team member who is not following procedure. It says you are a professional salon that has

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structure.
Procedure
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Policies and
Procedures
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Hairdressing |
The ...
Any policy and
procedure also
covered in the
Personnel
Policies Manual

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Policy And
precedence over
the less formal
wording and
brevity of
subjects covered
in this
Handbook, unless
otherwise agreed
to by the
Manager or
Owner.

Violations of
these policies

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may result in disciplinary action that could include immediate termination of employment.

Employee
Handbook - Le Nu
Spa
Policies And
Procedures

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595.00. YOU CAN
SAVE A LOT OF
TIME AND A TON
OF FRUSTRATION.

My many years of
coaching and
working in both
hair and beauty
has given me a
depth of
knowledge and
understanding
that allows me

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to know exactly
what is needed
to create a
tailored hair or
beauty policy
and procedure
manual template.

Policies And
Procedures
Manual Beauty |
Your Coach
Salon policies

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Policy And Procedure Manual

are rules that you set and boundaries that you define. They apply to the services you provide and the ways in which you operate your business. A random example of this would be, "We do not apply drugstore

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How to Create
Powerful Salon
Policies | This
Ugly Beauty ...
Salon Policy and
Procedures
Manual. Salon
Owners have
dramas with
their Staff
continually

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during their ownership of their business. So much time is spent on dealing with staff in one way or another. Salon Policy and Procedures Manual is a must for all busy hard working Salon Owners.

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