



PUBLIC LIABILITY POLICY

Skin Aesthetics & Academy – Public Liability Policy

Review Date: 13/6/27

Policy Statement

At Skin Academy, we are committed to providing a safe and professional environment for our students, visitors, models, and members of the public. This Public Liability Policy outlines our approach to managing risk and ensuring that any incidents involving injury, loss, or damage to third parties are handled appropriately, with appropriate insurance cover in place.

1. Purpose of the Policy

This policy aims to:

- Protect members of the public, including models, guests, and students, from harm while on academy premises or attending off-site events.
- Ensure that all activities carried out by the academy are covered by appropriate public liability insurance.
- Establish procedures for risk management and incident reporting.
- Comply with all relevant health & safety and insurance regulations.

2. Scope

This policy applies to:

- All individuals who are not employed by the academy but who may come into contact with academy staff, students, or premises (e.g. models, clients, contractors, visitors).
- All premises used by the academy for training or demonstrations.
- Off-site training sessions, exhibitions, or events organised by the academy.

3. Public Liability Insurance

Skin Aesthetics & Academy maintains public liability insurance which:

- Covers injury to members of the public, including students and models.
- Covers damage to third-party property occurring as a result of academy activities.
- Meets or exceeds the minimum level of cover recommended by the awarding organisations and regulatory authorities.
- Is renewed annually and a copy of the policy certificate is available on request.

4. Responsibilities

Academy Director:

- Ensures that valid public liability insurance is in place at all times.
- Reviews the policy annually or when business activities change.
- Communicates the policy to all staff and tutors.



Staff and Tutors:

- Must follow health and safety procedures to prevent public harm.
- Report any incidents involving third parties immediately.
- Ensure treatment areas and classrooms are kept clean, safe, and hazard-free.

Students (when working with models):

- Must follow tutor guidance and academy safety procedures.
- Inform tutors of any risks or incidents immediately.

5. Risk Management Procedures

To prevent harm to the public, the academy will:

- Conduct regular health & safety checks of all training areas.
- Ensure all equipment is safe, clean, and regularly maintained.
- Display clear signage in public areas.
- Maintain emergency procedures and first aid provision.
- Ensure patch testing and client consultations are carried out as required.

6. Incident Reporting and Claims

In the event of an incident involving a member of the public:

- The affected person should be offered first aid or medical assistance as needed.
- An Incident Report Form must be completed and submitted to management within 24 hours.
- The insurance provider will be notified in accordance with policy conditions if a claim is likely.
- A full internal review will be carried out to prevent recurrence.

7. Training and Awareness

All staff, tutors, and students are trained in basic health & safety awareness and are briefed on:

- How to prevent harm to models and the public.
- The procedures for working safely with clients during training.
- The location of first aid kits and how to report incidents.

8. Policy Review

This policy is reviewed annually or whenever:

- There is a change in insurance provider or policy terms.
- The academy introduces new treatments, equipment, or training practices.
- A serious incident or public complaint occurs.