

Higher National Unit Specification

General information for centres

Unit title: Beauty Therapy: Make up for Special Occasions

Unit code: DN6P 34

Unit purpose: This Unit is designed to enable candidates to build on basic make up skills and develop new techniques. It is about the application of make up in different contexts requiring candidates to treatment research and plan individual treatments. This Unit is appropriate for those candidates pursuing a career in the Beauty Therapy sector.

On completion of the Unit the candidate should be able to:

1. Consult with clients to prepare plans.
2. Demonstrate effective preparation techniques.
3. Research, design and produce a range of special occasion make up.

Credit points and level: 1 HN Credit at SCQF level 7: (8 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Recommended prior knowledge and skills: The Unit content is relevant to those who have undertaken:

NQ or SVQ Level 2 Unit in Facial Treatments including cleansing, skin analysis and make up HN Unit in make up National Qualifications incorporating facial skin analysis cleanse and make up Advanced Higher, SVQ or HN level.

Core skills: There may be opportunities to gather evidence towards core skills in this Unit, although there is no automatic certification of core skills or core skills components.

Context for delivery: This is an optional Unit in the framework for the HNC/HND Beauty Therapy. If this Unit is delivered as part of a group award, it is recommended that it should be taught and assessed within the subject area of the group award to which it contributes.

Assessment: This Unit lends itself to holistic assessment. Candidates will produce a portfolio of evidence incorporating research material and observation checklists. Supplementary questioning may be used and this may be written or oral. Where written questioning is used is advised that this be open book, as this Unit is designed to be primarily a practical skills Unit.

Practical observations will take place of all types of make ups identified

Higher National Unit specification: statement of standards

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The sections of the Unit stating the Outcomes, knowledge and/or skills, and evidence requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Consult with clients to prepare treatment plans

Knowledge and/or skills

- ◆ Reasons for consultation
- ◆ Verbal, visual and manual assessment techniques
- ◆ Contra-indications and action required
- ◆ Skin types and conditions
- ◆ Skin tones
- ◆ Preparation of a suitable treatment plan
- ◆ Methods of recording information

Evidence requirements

Candidates will need to provide evidence to demonstrate their knowledge and/or skills by showing that they can:

- ◆ effectively carry out a comprehensive consultation with a range of clients
- ◆ prepare suitable treatment plans to meet client requirements
- ◆ demonstrate a polite, friendly and reassuring manner when using assessment technique
- ◆ identify conditions, which would contra-indicate the application of make-up and provide a clear explanation of the action to be taken in each case
 - contra-indications: severe skin conditions, eye infections
- ◆ make accurate diagnosis of skin type, condition and tone and select skin care and cosmetic products according to diagnosis
 - skin types: normal, oil, dry, combination
 - skin conditions: dehydrated, sensitive, mature
 - skin tones: light, medium, dark
- ◆ maintain client records and confidentiality

Evidence for this Outcome should be generated through observation of the candidate carrying out the practical activity.

Full detail of the holistic assessment will be given after Outcome 3.

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Make up for Special Occasions

Assessment guidelines

The assessment of this Outcome can be combined with Outcomes 2 and 3 to ensure integration. Fuller details of the portfolio and make-up contexts are given under Outcome 3 below.

Where performance evidence is not naturally occurring, supplementary evidence in form of written, oral questioning or simulation may be used.

Outcome 2

Demonstrate effective preparation techniques

Knowledge and/or skills

- ◆ Preparation of treatment area, equipment and materials
- ◆ Lighting
- ◆ Personal presentation
- ◆ client preparation
- ◆ Relevant Health and Safety legislation and responsibilities

Evidence requirements

Candidates will need to provide evidence to demonstrate their skills and/or knowledge by showing that they can:

- ◆ prepare the treatment area, equipment and materials to a standard, which meets industry hygiene codes of practice and complies with relevant legislation
- ◆ comply with all health and safety legislation throughout the treatment
- ◆ present a high standard of personal presentation, in line with industry codes of practice
- ◆ prepare the client appropriately in terms of protection of clothing and hair
- ◆ ensure client's comfort and safety throughout the treatment
- ◆ ensure lighting is consistent with the agreed treatment plan and appropriate to the make up context

Evidence for this Outcome should be generated through observation of the candidate carrying out the practical activity.

Full detail of the holistic assessment will be given after Outcome 3.

Assessment guidelines

The assessment of this Outcome should be combined with Outcomes 1 and 3 to ensure integration. Fuller details of the portfolio and make-up contexts are given under Outcome 3 below.

Where performance evidence is not available supplementary evidence in the form of written or oral questioning may be used.

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Make up for Special Occasions

Outcome 3

Research, design and produce a range of special occasion make up

Knowledge and/or skills

- ◆ Corrective make up techniques
- ◆ Camouflage make up techniques
- ◆ range and uses of make up products
- ◆ Plan and design for a range of special occasion make up
- ◆ Application of strip lashes
- ◆ Application of individual lashes
- ◆ current make up trends
- ◆ Sequence and timing of make up application
- ◆ Contra-actions
- ◆ Aftercare advice

Evidence requirements

Candidates will need to provide evidence to demonstrate their knowledge and/or skills by showing that they can:

- ◆ produce a make up plan for each make up context
- ◆ effectively use both camouflage and corrective make up techniques
- ◆ adapt, combine and apply cosmetics to the face using camouflage and corrective make up techniques
- ◆ use strip and individual lashes to complement the make up application
- ◆ demonstrate suitable remedial action, should contra-actions occur during the course of make up application
- ◆ apply make up within commercially accepted timescales and in correct sequence
- ◆ advise client on self-application and aftercare including the course of action to be taken in the event of a contra-action occurring following application of make up
- ◆ demonstrate an understanding of current make up trends

Evidence for this Outcome should be generated through observation of the candidate carrying out the practical activity, ensuring that camouflage and corrective make up techniques are each used on one client. Candidates are also required to research each of the make up contexts and submit this evidence along with their designs, which can be evidenced through sketches and the production of a facial analysis worksheet. Support notes identifying materials or products required should also be included.

The make up contexts are:

- ◆ bridal — both contemporary and traditional
- ◆ catwalk
- ◆ photographic
- ◆ glamour evening

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Make up for Special Occasions

Candidates will be required to produce a comprehensive portfolio, which will contain evidence from all three Outcomes.

The portfolio should meet the following criteria and it must:

- ◆ cover all the make up contexts specified in the evidence requirements
- ◆ be well presented, with a content page and a clear referencing system
- ◆ be logically sequenced and easy to follow
- ◆ include before and after photographs of the make up provided

Assessment guidelines

The assessment of this Outcome can be combined with Outcomes 1 and 2.

Where performance evidence is not available supplementary evidence in the form of written or oral questioning may be used.

The portfolio should include:

Outcome 1 — treatment plans, record cards and observation checklist/s. Questioning may be required for elements not covered by performance, such as contra-indications and reasons for consultation.

Outcome 2 — a checklist to cover performance. Questioning may be required to ensure knowledge of legislation and the effects of lighting on make up.

Outcome 3 — research material for each of the make up contexts, along with evidence of an element of research and design. This may be evidenced through the inclusion of a facial analysis worksheet, completed for each make up. An observation checklist will be required to cover performance evidence, and questioning may be required to cover areas not naturally occurring, such as contra-actions. Before and after photographs should also be included to provide additional performance evidence.

Evidence of research may be provided within the portfolio by the inclusion of extracts from magazines, newspapers, the internet and sources clearly identified.

Administrative Information

Unit code:	DN6P 34
Unit title:	Beauty Therapy: Make up for Special Occasions
Superclass category:	HL
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Higher National Unit specification: support notes

Unit title: Beauty Therapy: Make up for Special Occasions

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This Unit has been designed to allow candidates to build on basic skills in the application of make up. Skin cleansing and make-up skills are recommended entry requirements, allowing candidates to concentrate on developing new skills and expanding on those already gained.

The make-up contexts should be fully explored and discussed at the outset, to ensure the candidate has a clear understanding of the areas to be researched. For example, bridal make up has two categories, which have to be covered. Contemporary has been included to ensure that candidates have an understanding of what is current in bridal make up, as well as the more traditional make-up that is frequently requested. The photographic context is designed to ensure that candidates have the skills required to work closely with a photographer. The use of before and after photographs, should be encouraged throughout the Unit, but particularly within this context. The catwalk context should provide an opportunity for research and candidates should be encouraged to use their imagination and develop their own style of make up. Glamour evening is high fashion evening make-up, and again candidates should be encouraged to develop their own style, using new products and techniques.

Skills such as design and planning should be encouraged to allow the candidate to see the importance of planning the make up.

Candidates should be observed carrying out consultations with a variety of clients to cover skin types, conditions and tones. This should be integrated with the preparation requirements and application of make up to allow each make-up context to be covered. It is anticipated that the candidate will have to complete a minimum of five treatments to cover the evidence requirements for this Unit.

Candidate are required to have an awareness of relevant health and safety legislation and their responsibilities under this, but are not required to have an in-depth knowledge.

- ◆ Health and Safety at Work Act 1974
- ◆ Control of Substances Hazardous to Health Regulations 2002 and any subsequent amendments
- ◆ Electricity at Work Act 1992

Candidate must have a working knowledge of lighting and the effects on make-up, and an awareness of the need for liaising with the technical team, where appropriate. This may include the photographer or lighting technician.

All practical elements should be carried out in a realistic working environment using clients external to the class. Candidates may use class group members on which to develop their skills, before progressing to clients for assessment purposes. Candidates should be encouraged to carry out make up on male clients as well as female, where appropriate.

Higher National Unit specification: support notes (cont)

Unit title: Beauty Therapy: Make up for Special Occasions

Observation checklists used for the specialised make up occasions should be included in the candidate's portfolio

Guidance on the delivery and assessment of this Unit

This Unit is optional to the group awards of HNC/D Beauty Therapy which are designed to provide candidates with technical/professional knowledge and skills related to this specific occupational area. It would be expected that candidates would undertake this Unit only after they have gained basic skills in the application of make-up and cleansing.

The Unit should be delivered in such a way that it enables candidates to appreciate its relevance to the occupational area concerned. Wherever possible, links should be drawn with situations the candidate will understand eg. Health and Safety legislation and responsibilities should be related to the preparation and application of make-up.

Assessment will be carried out over the course of the Unit, with the production of a portfolio providing the main source of evidence. Supplementary questioning may be used and this may be written or oral. Where written questioning is used is advised that this be open book, as this Unit is designed to be primarily a practical skills Unit. Candidates should be allowed to bring any relevant information, eg handouts, books or hand-written notes.

Simulation may be used, if appropriate. Areas such as contra-indications or contra-actions may be suitable for simulated assessment.

Guest speakers/demonstrators may be beneficial to the delivery of this Unit

Open learning

This Unit is not suitable for open/ distance learning as it is a practical skill based Unit, which requires the assessor to observe the candidate carrying out a wide variety of activities over a period of time.

It would not be possible for the assessor to ensure sufficiency and authenticity as the candidate would have to prepare the portfolio of evidence without adequate supervision.

For further information and advice please refer to *Assessment and Quality Assurance for Open and Distance Learning (SQA, February 2001 – publication code A1030)*.

Candidates with additional support needs

This Unit specification is intended to ensure that there are no artificial barriers to learning or assessment. The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering alternative Outcomes for Units. For information on these, please refer to the SQA document *Guidance Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs*, which is available on the SQA website www.sqa.org.uk

General information for candidates

Unit title: Beauty Therapy: Make up for Special Occasions

This Unit is designed to enable you to build on basic make up skills and develop new techniques. It is primarily intended to allow you to carry out make-up application in a variety of settings, which you may encounter during your career.

The Unit is about the application of make up in different contexts, requiring you to carry out research and to plan for each one. You will be required to carry out consultation with a variety of clients and to prepare a comprehensive treatment plan, outlining client requirements and how you intend to meet them. Your assessor will observe you carrying out this activity, ensuring that you maintain professional standards when dealing with clients.

You will be observed carrying out the preparation requirements for the application of make-up, and you should ensure that this is done to the highest possible standard in line with industry codes of practice and to comply with relevant health and safety legislation. You should be aware of all relevant legislation and your responsibilities under this. All legislation requirements must be adhered to at all times throughout the treatment. Your personal presentation should also be of the highest possible standard, to ensure a professional image is presented to the client.

You will be required to provide evidence of research and planning for each of the make up contexts detailed in the evidence requirements. Your research should be in the form of magazine extracts, newspaper cuttings, information from the internet, or any other reliable source. You will be required to provide an outline the sources of your research.

Before carrying out any application of make up, you will be required to produce a plan, which should include an element of design to show that you have taken into account all the factors that will influence the make up. This could be in the form of sketches or diagrams to illustrate your plan. A facial analysis worksheet should be completed on each occasion to support this.

Your assessor will observe you carrying out the application of make up, for each of the contexts and this will be recorded via checklists. Some questioning may be required to cover elements of the Unit, and your assessor will record this as further evidence. Any written questions will be carried out as an open book assessment, and you will have access to information you may require.

It is anticipated that the main source of evidence for this Unit will be in the form of a comprehensive portfolio, which you will compile over the course of the Unit. Within your portfolio you will have examples of work you have completed, eg treatment plans, record cards, before and after photographs of clients, research and worksheets etc. You should also include the observation checklists and any supplementary written evidence.