

## National Unit Specification: General Information

<b>UNIT</b>	Practical Skills For Salon Assistants (Intermediate 1) (x1.5)
<b>NUMBER</b>	D05W 10
<b>COURSE</b>	This is a free standing unit which may be used as part of a Scottish Group Award or be associated with other programmes of study in schools, colleges of further education or other centres.

### SUMMARY

The candidate, with supervision, will be able to assist the stylist with shampooing, surface conditioning, drying one-length long hair, neutralising perms, adding temporary colour and removing colouring and lightening products from the hair.

### OUTCOMES

- 1 Shampoo and surface condition hair under supervision.
- 2 Blow dry one-length long hair under supervision.
- 3 Assist in the perming process by neutralising hair.
- 4 Assist in the colouring process by applying temporary colour.
- 5 Assist in the colouring process by removing colouring/lightening products.

### RECOMMENDED ENTRY

Entry is at the discretion of the centre.

### CREDIT VALUE

1.5 Credits at Intermediate 1.

### CORE SKILLS

Information on the automatic certification of any core skills in this unit is published in *Automatic Certification of Core Skills in National Qualifications* (SQA, 1999).

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## Administrative Information

<b>Superclass:</b>	HL
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## **National unit specification: statement of standards**

**UNIT**            Practical Skills For Salon Assistants (Intermediate 1) (x1.5)

Acceptable performance in this unit will be the satisfactory achievement of the standards set out in this part of the unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the Scottish Qualifications Authority.

### **OUTCOME 1**

Shampoo and surface condition hair under supervision

#### **Performance Criteria**

- a) The client is appropriately prepared for the service.
- b) All tools and products are selected in accordance with the stylist's instructions and hair condition and length.
- c) Water temperature and flow are suited to the needs of the hair and scalp and the comfort and safety of the client.
- d) The hair is shampooed using appropriate massage techniques.
- e) The hair and scalp are rinsed thoroughly and excess moisture removed.
- f) Surface conditioners are applied and removed in accordance with the stylist's instructions.
- g) The hair is disentangled without causing damage to the hair and scalp ready for next service.
- h) Health and safety regulations are adhered to at all times.

#### **Note on range for the outcome**

Client preparation: gowning; protection; positioning; preparation for subsequent salon services.

Hair condition: dry; normal; greasy.

Hair length: above shoulders; below shoulders.

Massage techniques: effleurage; rotary.

#### **Evidence Requirements**

The candidate should supply performance evidence ability to prepare the client and shampoo and surface condition the client's hair covering the full range.

Observation of the candidate's performance in practical work should be carried on by lecturer/teacher using a checklist.

## **National unit specification: statement of standards (cont)**

**UNIT**            Practical Skills For Salon Assistants (Intermediate 1) (x1.5)

The candidate should supply written and/or oral evidence of ability to describe and explain the value of massage techniques and to identify when to use them.

### **OUTCOME 2**

Blow dry one-length long hair under supervision

#### **Performance Criteria**

- a) The client is appropriately prepared for the service.
- b) Tools and equipment are selected in accordance with stylist's instructions.
- c) The hair is dried following stylist's instructions and ensuring client comfort throughout.
- d) Throughout the process, the position of the client is appropriate and readjusted as necessary in order to control the hair.
- e) Client comfort and safety is observed throughout the drying process and any problems are reported promptly to the stylist.
- f) The hair is dried to the satisfaction of the stylist and client.
- g) Health and safety regulations are adhered to at all times.

#### **Note on range for the outcome**

Client preparation: gowning; protection.

Electrical equipment: hair dryers; hair dryer attachments.

Hair length: one-length long hair.

#### **Evidence Requirements**

The candidate should supply performance evidence of ability to prepare the client and to blow dry the client's hair covering the full range.

The candidate should supply written/oral evidence of ability to identify the effects of the application of heat on the hair; to recognise the brushes used for blow drying one-length long hair and to understand the health and safety requirements relating to hand-held dryers.

Observation of the candidate's performance in practical work should be carried out by the lecturer/teacher using a checklist.

## **National unit specification: statement of standards (cont)**

**UNIT**            Practical Skills For Salon Assistants (Intermediate 1) (x1.5)

### **OUTCOME 3**

Assist in the perming process by neutralising the hair.

#### **Performance Criteria**

- a) The client and self are prepared for the neutralising process.
- b) Hair is rinsed according to instructions.
- c) Hair is blotted to remove excess moisture.
- d) Neutraliser is prepared and applied and processed according to instructions from the stylist.
- e) Rods are unwound without tension.
- f) Neutraliser is removed effectively.
- g) The finished result is to the satisfaction of the client.
- h) Health and safety regulations are adhered to at all times.
- i) Advice given on aftercare of the style is appropriate to maintain the look.
- j) The client's record card is completed in accordance with stylist's instructions.
- k) The client's comfort is ensured throughout.

#### **Note on range for the outcome**

Hair types: fine; medium; coarse.

Hair condition: normal; sensitised.

Application of neutraliser: sponge; applicator.

Hair length: above shoulder length; below shoulder length.

#### **Evidence Requirements**

The candidate should supply performance evidence of ability to assist with two neutralising processes, one on above shoulder length hair and one below shoulder length hair.

Observation of the candidate's performance in practical activities should be carried out by the lecturer/teacher using a checklist. This should be supported by the candidate's completed client record cards.

The candidate should supply written/oral evidence of understanding how neutralisers may be mixed and relevant health and safety regulations.

## **National unit specification: statement of standards (cont)**

**UNIT**            Practical Skills For Salon Assistants (Intermediate 1) (x1.5)

### **OUTCOME 4**

Assist in the colouring process by applying temporary colour to hair.

#### **Performance Criteria**

- a)     The client and self are prepared for the application of temporary colour.
- b)     Tools and products are selected in accordance with the stylist's instructions.
- c)     The colour is applied carefully using the selected technique ensuring client and surroundings are protected from unwanted colour splashes.
- d)     The colour application is completed to the satisfaction of the stylist and the client.
- e)     Health and safety regulations are adhered to at all times.

#### **Note on range for the outcome**

Client preparation:    gowning; protection; positioning.

Candidate preparation: apron; gloves.

#### **Evidence Requirements**

The candidate will apply performance evidence of ability to prepare clients and self for the service and carry out the colouring process covering the full range.

Observation of the candidate's performance in practical work should be carried out by the lecturer/teacher using a checklist. Underpinning knowledge determined by oral or written questions.

The candidate will supply written and/or oral evidence of ability to:

- recognise the effect of temporary colour on hair
- recognise how temporary colour would be affected if used on damaged hair.
- Identify two methods of applying colour.

## **National unit specification: statement of standards (cont)**

**UNIT** Practical Skills For Salon Assistants (Intermediate 1) (x1.5)

### **OUTCOME 5**

Assist in the colouring process by removing colouring/lightening products and materials from the hair.

#### **Performance Criteria**

- a) The client and self are prepared for the service.
- b) Technique for removal of products and materials used in accordance with stylist's instructions ensuring client care and protection during the removal process.
- c) The hair and scalp is thoroughly cleansed to remove all products.
- d) All excess moisture is removed prior to the application of the conditioning product.
- e) Surface conditioners are applied and removed following the stylist's instructions.
- g) The hair is disentangled without causing damage to the hair and scalp.
- h) The finished result is to the satisfaction of the stylist and client.
- i) Health and safety regulations are adhered to at all times.

#### **Note on range for the outcome**

Client preparation: gowning; protection; positioning.

Candidate preparation: apron; gloves.

Methods: emulsifying; rinsing; shampooing.

Product type: semi-permanent; permanent; bleach/lightening products.

Materials: caps; foils; meshes.

#### **Evidence Requirements**

The candidate will supply performance evidence of ability to prepare clients and self for the service and carry out the removal process covering the full range.

Observation of the candidate's performance in practical work should be carried out by the lecturer/teacher using a checklist.

## National unit specification: support notes

**UNIT** Practical Skills for Salon Assistants (Intermediate 1) (x1.5)

This part of the unit specification is offered as guidance. None of the sections of the support notes is mandatory.

### GUIDANCE ON CONTENT AND CONTEXT

Corresponding to outcomes 1-5:

- 1 The candidate selects tools and products and recognises the different massage techniques necessary to carry out a shampoo and surface condition suited to the client's hair condition and hair length. The water flow and temperature suit the needs of the hair and scalp and the client's comfort. The massage techniques are applied appropriately and the rinsing process is carried out thoroughly and excess moisture removed.

Surface conditioners are applied and removed from the hair following stylist's instructions and the hair is left tangle free ready for next service.

- 2 The candidate must confirm the desired result with the stylist.

The candidate will be aware of client's comfort and safety and the need for constant movement of the drier, and the correct air flow direction, ie: down the hair shaft.

The candidate will also be able to identify suitable tools and drier attachments to obtain desired result, ie: correct brushes, radial or Denman, attachments, diffuser and volumiser.

- 3 The candidate will be aware of the client's comfort, safety and protection and also self-protection.

The candidate will confirm timing with stylist, ie when to start the neutralising process. The candidate must confirm stylist's and manufacturer's instructions. The candidate should understand the importance of the neutralising agent in relating to the perming process, and the significance of timings and the consequences if not followed.

- 4 The candidate will apply temporary colour to the hair and be aware of client comfort and safety.

The candidate will confirm lecturer's/teacher's/stylist's wishes and prepare client, ie. gown and protect, also protect self, ie. gloves, apron.

The candidate will follow stylist's and manufacturer's instructions and should identify the effects of temporary colour on the hair, the differing products and application techniques.

## **National unit specification: support notes (cont)**

**UNIT**            Practical Skills for Salon Assistants (Intermediate 1) (x1.5)

- 5            The candidate will be aware of client's comfort, safety and protection and also-self protection during the removal of colouring/lightening products from the hair and scalp. The candidate will identify differing products, ie semi-permanent colour, permanent colour and lightning products, and confirm removal methods, ie. emulsifying, rinsing or shampooing, with the stylist.

Safe and hygienic practices should be re-inforced throughout this unit in relation to client, self, equipment and the workplace.

The regulations which cover technical hairdressing services are:

- The Health and Safety at Work etc Act 1974
- The Workplace (Health, Safety and Welfare) Regulations 1992
- The Manual Handling Operations Regulations 1992
- The Personal Protective Equipment at Work Regulations 1992
- The Provision and Use of Work Equipment Regulations 1992
- The Control of Substances Hazardous to Health Regulations 1992 (COSHH) to include subsequent amendments
- The Electricity at Work Regulations 1989
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1985

In particular, the candidate should be aware of his/her responsibility relating to hand-held dryers; Control of Substances Hazardous to Health (COSHH) concerning the use of neutralising agents and the removal of colouring/lightening products from the hair.

### **GUIDANCE ON TEACHING AND LEARNING APPROACHES**

This unit should be delivered in the salon, real or simulated, with the candidate practising under supervision on live models.

Demonstration by the lecturer/teacher/stylist during the initial phase should ensure that adequate coverage of the differing techniques in all outcomes are shown to the candidate.

Formative assessment will play an important part in the development of relevant skills in all outcomes.

The unit could also be taught in conjunction with Work Experience 2.

### **GUIDANCE ON APPROACHES TO ASSESSMENT**

It is recommended that assessment is integrated so far as possible. For example, written or oral questioning used to generate for knowledge an understanding in one outcome could be combined with questioning on knowledge and understanding for other outcomes in this or other units.



## National unit specification: support notes (cont)

**UNIT** Practical Skills for Salon Assistants (Intermediate 1) (x1.5)

The practical assessment for Outcome 1-5 may be combined in the same assessment tasks, which may also be used to assess practical outcomes from other units.

For outcome 1 a checklist for observation of performance should include the following points:

- preparing client for determined service
- following tutor/stylist's instructions accurately
- performing shampoo and rinsing effectively
- application of surface conditioner and effective removal
- client care.

For outcome 2 a checklist for observation of performance should include the following points:

- preparing client for determined service
- following tutor/stylist's instructions accurately
- selection of drying tools and equipment
- performing blow dry to clients' satisfaction observing relevant health and safety regulations
- client care.

For outcome 3 a checklist for observation of performance should include the following points:

- preparing and protecting client and candidate for neutralising process
- following tutor/stylist's instructions in mixing/measuring neutralising agents
- correct and thorough rinsing techniques following manufacturer's instructions with regard to timing
- applying of neutralising agent following manufacturer's instructions and timing
- careful removal of perm rods and re-application of neutralising agent
- thorough rinsing and application and removal of appropriate condition
- health and safety followed on all occasions
- client care

## National unit specification: support notes (cont)

**UNIT**            Practical Skills for Salon Assistants (Intermediate 1) (x1.5)

For outcome 4 a checklist for observation of performance should include the following points:

- preparation and protection of client and candidate for temporary colour application
- following tutor's/stylist's instructions regarding product selection and application techniques
- application of temporary colour to the satisfaction of the client and tutor/stylist
- health and safety regulations followed
- client care

For outcome 5 a checklist for observation of performance should include the following points:

- preparation and protection of client and candidate for temporary colour application
- following tutor's/stylist's instructions regarding product selection and application techniques
- application of temporary colour to the satisfaction of the client and tutor/stylist
- health and safety
- client care

### **SPECIAL NEEDS**

This unit specification is intended to ensure that there are no artificial barriers to learning or assessment. Special 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 on Special Assessment and Certification Arrangements* (SQA, 1998).