



Arrangements for:

**National Certificate Group Award in
Beauty Care at SCQF level 6**

Group Award Code: G9K2 46

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Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of National Qualification Group Award.

History of changes

It is anticipated that changes will take place during the life of the qualification, and this section will record this changes. This document is the latest version and incorporates the changes summarised below.

Version number	Description	Date
05	Change to the qualification framework with the addition of the optional unit: Wellness Therapies: An Investigation FR0E12	18/02/2016
04	Framework amended to include additional optional Units:F6XG 12-Manicure and Pedicure,F6XH 12-Acrylic Nails and F6XJ 12 Gel Nails Photography: Image Making H4KT 76 added as an alternative to Photography: Digital Imaging F8KM 12	09/09/2014
03	<i>Wellness Therapies: Body Structure and Benefits of Treatments</i> (FT92 12) has been added as an optional unit to this framework.	21/01/2014
02	Framework amended to include additional optional Units.	14/09/2011

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1 Introduction

This is the Arrangements Document for the new Group Award in Beauty Care at SCQF level 6, which was validated in September 2009. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

2 Rationale for the development of the Group Award

The predecessor National Certificate Units for Beauty Care in the SQA catalogue were used by a large number of centres. This meant that candidates were presented with the centres' own in-house certificate. There is a high uptake of the predecessor NC Units and centres had indicated the need for a review of the Units and a recognised Group Award in Beauty Care. The NC Beauty Care and Make-Up Award at SCQF level 5 was created in response to this demand. It was the intention to create a two year NC programme to fill the gap within individual centres own provision.

This National Certificate Award is designed to provide candidates with the skills, knowledge and understanding required to equip them for entry to employment in a junior role or for progression to further academic and/or professional qualifications.

The qualifications have been designed to meet the needs of the following target groups:

- ◆ School leavers
- ◆ Progression candidates
- ◆ Adults returning to education
- ◆ Unemployed candidates who wish to enhance their career prospect

3 Aims of the Group Award

3.1 Principal aims of the Group Award

Principal aims

- ◆ flexible approaches within a national framework
- ◆ a focus on the development of candidates knowledge and understanding which underpin performance in the workplace — team working; communication
- ◆ common mandatory elements of study for various vocational pathways
- ◆ choices of optional Units for various vocational pathways

This National Certificate Group Award is designed to assess a defined set of skills and knowledge in the Beauty Care area.

3.2 General aims of the Group Award

The **NCGA Beauty Care** provides structured opportunities for candidates to experience the culture required from the Beauty Care industry as defined by the National Occupational Standards in an environment which is realistic but supported. It will allow candidates to develop confidence, interpersonal skills, team building, flexible working, openness to new ideas while deepening their knowledge and skills in Beauty Care. The award is designed to articulate with current HNC/HND Beauty Care and SVQ Beauty Care level 2 provision and to support candidates who may wish to follow that particular pathway.

3.2.1 Specific aims

The specific aims of this award are to:

- ◆ encourage candidates to adopt best practice and work behaviours and ethics
- ◆ encourage candidates' to take charge of their own learning and development
- ◆ provide a range of learning and assessment styles to motivate the candidates to achieve their full potential
- ◆ provide candidates with knowledge and skills which are directly relevant to current or future job roles within their vocational area
- ◆ provide opportunities for the personal development of skills and attitudes which will improve a candidates employment potential and career development within the Beauty Care industry
- ◆ equip young people with skills and knowledge that will lead to a qualification which will enable the candidates to progress to competence based qualifications
- ◆ the opportunity to preserve and build upon existing good practice
- ◆ a response to changing training and educational needs
- ◆ compatibility with feeder qualifications, in particular NPA in Cosmetology and Skills for Work Beauty Care, Higher, NCGA Beauty Care and Makeup level 5, HNC/HND Beauty Therapy. SVQ Beauty Therapy levels 2 and 3

3.3 Target groups

The Group Award in Beauty Care at SCQF level 6 is aimed at school leavers, adult returners or those working in the Beauty Care industry. This award is designed as a starting point for those interested in working in the Beauty Care industry or as a Continuous Professional Development for those already employed in some capacity. The Units which comprise the award take a practical approach to both delivery and assessment which is reinforced in the Assessment Support Packs (ASPs) which accompany all mandatory Units.

3.4 Employment opportunities

It is anticipated that the majority of those achieving the National Certificates in Beauty Care at SCQF level 5 will articulate with Beauty Care and Make-Up at SCQF level 6, Skills for Work Beauty Care Higher, HNC/HND Beauty Therapy. There is also articulation into SVQ levels 2 and 3 Beauty Therapy.

However it is recognised that successful candidates could possibly find employment in the following areas:

- ◆ Junior within a Beauty salon
- ◆ Junior Beauty Care therapist

4 Access to Group Award

Access to this award are at the discretion of the centre, however, candidates would benefit from previous experience of Beauty Care Course or Units. Relevant work experience would also be acceptable.

This may assist centres in creating a logical timetable for delivering the Units which allow candidates to build the required knowledge and skills.

5 Group Award structure

The qualification comprise of mandatory Units with a range of optional Units.

The Group Award will be awarded by achieving 12 credits (72 SCQF credit points).

National Units at SCQF levels 1–6 comprise 40 hours guided learning and 20 hours self directed learning. This means that the Units in this framework have 6 SCQF credit points. One SCQF credit point represents a notional 10 learning hours. Credit points indicate the volume of learning required to achieve a qualification.

5.1 Framework

NCGA Beauty Care level 6				
Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Mandatory Units — 8 credits				
Beauty: Facial Techniques	F5AY 12	6	6	1
Beauty: Facial Treatment Packages	F5B1 12	6	6	1
Beauty: Nail Finishes	F5B2 12	6	6	1
Beauty: Creative Current Make-up Trends	F5B3 12	6	6	1
Depilation	DN6G 33	6	6	1
Body Massage	DN6C 33	12	6	2
Commercial Experience	F78V 12	6	6	1
Optional Units — 4 credits				
Eye Enhancement	F6XF 12	6	6	1
Manicure and Pedicure	F6XG 12	12	6	2
Acrylic Nails	F6XH 12	6	6	1
Gel Nails	F6XJ 12	6	6	1
Scalp, Neck and Shoulder Massage	F6XE 12	6	6	1
Face and Body Electrotherapy: An Introduction	F6XK 12	6	6	1
Beauty Therapy: Face and Body Electrotherapy	DN80 33	12	6	2
Research Skills	D669 12	6	6	1
Wellness Therapies: An Investigation	FR0E 12	6	6	1
Photography: Digital Imaging	F8KM 12	6	6	1
Or				
Photography: Image Making	H4KT 76	9	6	1.5
Wellness Therapies: Body Structures and Benefits of Treatments	FT92 12	12	6	2

It should be noted that some Units recommend that candidates should have completed Units prior to delivery of SCQF level 6 Units.

5.2 Mapping information

For details on how this award map to:

Core Skills refer to Appendix 1.

National Occupational Standards refer to Appendix 2.

5.3 Articulation, professional recognition and credit transfer

The National Certificates in Beauty Care at level 6 has been designed to articulate with:

- ◆ NCGA, Beauty Care, at SCQF level 5
- ◆ Skills for Work Beauty Higher
- ◆ HNC/HND Beauty Therapy
- ◆ SVQ level 2 Beauty Therapy

6 Approaches to delivery and assessment

6.1 Content and context

This National Certificate Group Award is not designed to train individuals to full industrial competence. Rather it will place an emphasis on developing the basic skills and knowledge required to engage in the next stages of acquisition of those skills and knowledge which will be attractive to future employers both within and outwith the Beauty industry. Candidates can then build on these skills when working towards achieving an HNC/HND or SVQ award.

This award should be delivered within the context of Beauty Care. This will enable candidates to develop a greater understanding of terminology, safety, working practices, research methods, personal skills, commercial targets and strategic industry objectives.

The intention is that candidates undertaking any of the Units will gain personal skills and knowledge which can lead towards future employment. Candidates will develop a broad knowledge of the industry and the accepted practices within.

Delivery requires candidates to be well supported in the initial stages and supported throughout to ensure that standards were being maintained and that there was no compromise on health or safety issues at any time.

Assessments would, where appropriate, be observational, recorded evidence. The skills developed will have a practical focus which will be carried out in a realistic work environment.

6.2 Delivery and assessment

The structure of the qualification allows a high degree of flexibility in the delivery owing to the very practical nature of the award. It is recommended that a realistic learning environment is available for delivery.

This award can be offered on a full-time, part-time, block release, day release or evening. Combination of delivery is also a possibility. Centres wishing to provide a full time programme might include more optional Units from the frameworks.

Opportunities exist for integrative delivery of Units within the award. Assessments should be encouraged to be within the application of Practical Units. Assessment Support Packs (ASPs) will identify specific opportunities for integration with other Units.

The Assessment Strategy is designed to ensure an appropriate level of rigour whilst not imposing excessive demands on centres or candidates. The Design Principles for the award encourage a holistic approach to assessment and this has been adopted in each Unit specification for this award.

Each Unit Specification includes guidance on delivery and assessment and where applicable, any relationship with delivery and assessment of other Units.

Assessment Guidance includes a variety of conditions including open-book, folio and practical activities.

Assessment Support Packs (ASPs) are available for all Mandatory Units. This provide guidance on content, context, evidence required, consultation sheets, folios and checklists with clearly stated standards. Centres are recommended to use the ASP templates if they are producing their own instruments of assessments.

Assessment Guidance is provided in each Unit Specification. Many Units offer opportunities for integrative assessment covering one or more Performance Criteria. Centres can decide the order in which Units are delivered, based on candidate recruitment patterns, mode of delivery, resource issues and logical progression dictated by topics and Unit content/level.

Throughout all Units there is an emphasis on the application of Health and Safety legislation. Safe working practices should be looked at in accordance with current safety codes of practice and regulations.

7 General information for centres

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements.

Internal and external verification

All instruments of assessment used within this Group Award should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for this qualification.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* www.sqa.org.uk).

8 General information for candidates

The National Certificate in Beauty Care at SCQF level 6 will give candidates a platform which will allow them to progress into further education or potential employment; this could include progression to the HNC/HND Beauty Therapy to the SVQ Beauty Therapy level 2.

The National Certificate in Beauty Care contains seven mandatory questions and four optional Units. Together, these make up the 12 credits needed to successfully complete the National Certificates.

Throughout the NQGA Beauty Care at SCQF level 6 there will be opportunities for candidates to:

- ◆ develop the skills required to work in a salon
- ◆ learn about the structure function of the skin
- ◆ learn about health and safety issues, including:
 - contra indications
 - working conditions in the salon
 - dress code
 - client preparation
- ◆ participate in a number of activities to develop skills

9 Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk.

SCQF credit points: One SCQF credit point equates to 10 hours of learning. NQ Units at SCQF levels 2–6 are worth 6 SCQF credit points, NQ Units at level 7 are worth 8 SCQF points.

SCQF levels: The SCQF covers 12 levels of learning. National Qualification Group Award are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Dedicated Unit to cover Core Skills: This is a non-subject Unit that is written to cover one or more particular Core Skills.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised National Certificates/National Progression Award are those developments or revisions undertaken by a group of centres in partnership with SQA.

10 Appendices

Appendix 1: Core Skill Mapping

Appendix 2: National Occupational Standards Mapping

Appendix 1: Core Skill Mapping

NGA Beauty Care level 6

Unit title	Oral Communication	Written Communication	Numeracy	Working with Others	Information and Communication Technology	Problem Solving
Beauty: Facial Techniques	✓	✓		✓		✓
Beauty: Facial Treatment Packages	✓		✓	✓		✓
Beauty: Nail Finishes						
Beauty: Creative Current Make-up Trends	✓	✓			✓	✓
Depilation	✓	✓		✓		✓
Body Massage	✓	✓		✓		✓
Commercial Experience	✓	✓		✓	✓	
Eye Enhancement	✓					✓
Manicure and Pedicure						
Acrylic Nails	✓	✓				✓
Gel Nails	✓	✓				✓
Scalp, Neck and Shoulder Massage	✓	✓				✓
Face and Body Electrotherapy: An Introduction						
Beauty Therapy: Face and Body Electrotherapy						
Research Skills						

Appendix 2: Mapping to National Occupational Standards

NGA Beauty Care level 6 — Partial Mapping NOS level 2 and 3

SQA Units NOS	BT4	BT5	BT6	BT7	BT8	BT9	BT 10	BT 11	BT 44	G1	G6	G11	BT 17	BT 18	BT 19	BT 22	BT 23	G8
Beauty: Facial Techniques	✓									✓								
Beauty: Facial Treatment Packages							✓			✓								✓
Beauty: Nail Finishes										✓								
Beauty: Creative Current Make-up Trends						✓	✓			✓								
Depilation			✓							✓								
Body Massage										✓								
Commercial Experience										✓	✓	✓						✓
Eye Enhancement		✓						✓		✓								
Manicure and Pedicure				✓	✓					✓								
Acrylic Nails									✓	✓						✓	✓	
Gel Nails									✓	✓						✓	✓	
Scalp, Neck and Shoulder Massage										✓			✓					
Face and Body Electrotherapy: An Introduction										✓				✓	✓			
Beauty Therapy: Face and Body Electrotherapy										✓				✓	✓			
Research Skills										✓								

Partial Mapping ✓