



**Arrangements for:**  
**National Certificate Group Award in**  
**Hairdressing at SCQF level 6**

**Group Award Code: G9K3 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.



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# 1 Introduction

This is the Arrangements Document for the new Group Award in Hairdressing 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 Hairdressing in the SQA catalogue were used by a large number of centres. This means that candidates were presented with the centres' own in-house certificate. There is a high uptake of the predecessor NC Units and centres have indicated the need for a review of the Units and a recognised Group Award in Hairdressing. The new NC Award at SCQF level 5 was created in response to this demand. But it was always the intention to create a two year NC programme to fill the gap within individual centres own provision.

The development of a National Progression Award (NPA) in Cosmetology at SCQF level 4 which was validated in 2006 and the Hairdressing level 5 NC Award validated in 2008 have proved to be very popular. The Skills for Work Courses in Hairdressing at Intermediate 1 and Intermediate 2 have had a high uptake in School/College partnerships.

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 prospects

## 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 develop and assess the defined set of skills and knowledge in this specialist vocational areas of Hairdressing.

### **3.2 General aims of the Group Award**

The **NCGA Hairdressing** will provide structured opportunities for candidates to experience the culture required from the hairdressing 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 and openness to new ideas while deepening their knowledge and skills in hairdressing. The award is designed to articulate with current HNC Hairdressing and SVQ Hairdressing and Barbering 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 Hairdressing and Barbering
- ◆ 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, NCGA Hairdressing level 5, NPA in Cosmetology, Skills for Work Intermediate 1 and 2, HNC Hairdressing and SVQ Hairdressing level 2 and level 3

### **3.3 Target groups**

The Group Award in Hairdressing at SCQF level 6 is aimed at school leavers, adult returners or those working in the Hairdressing industry. This award is designed as a starting point for those interested in working in this specific industries 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 Hairdressing, Beauty Care and Media at SCQF level 5 may articulate with NCGA Hairdressing at SCQF level 6, HNC Hairdressing, HNC Fashion Make-up and HND Make-up Artistry. There is also articulation into SVQ levels 2 and 3 Hairdressing.

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

- ◆ Junior within a hairdressing salon
- ◆ Junior stylist

## **4 Access to Group Award**

Access to this award is at the discretion of the centre, however, candidates would benefit from previous experience of a Hairdressing Units. Relevant work experience would also be acceptable.

Each unit of the award state that entry is at the discretion of the centre, however, it should be noted that some of this Units do recommend completion of prior Units. 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 qualifications comprise of mandatory Units with a range of optional Units.

The structures 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 frameworks has 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

<b>NCGA Hairdressing level 6</b>				
<b>Unit title</b>	<b>Code</b>	<b>SCQF credit points</b>	<b>SCQF level</b>	<b>SQA credit value</b>
<b>Mandatory Units — 8 credits</b>				
Hair Colouring and Lightening	F78P 12	12	6	2
Colour Correction	F78R 12	6	6	1
Combination Cutting	F78S 12	12	6	2
Style, Dress and Finish Hair	F78T 12	6	6	1
Styling for a Total Look	F78W12	6	6	1
Commercial Experience	F78V 12	6	6	1
<b>Optional Units — 4 credits</b>				
Hairdressing: Long Hair Design	DN5Y 33	6	6	1
Creative Cutting	F78X12	6	6	1
Scalp, Neck and Shoulder Massage	F6XE 12	6	6	1
Working with Commercial Synthetic Postiche	F78Y 12	6	6	1
Beauty: Creative Current Make-up Trends	F5B3 12	6	6	1
Digital Imaging	D7YF12	6	6	1
<b>OR</b>				
Photography: Digital Imaging	F8KM 12	6	6	1
Research Skills	D669 12	6	6	1
Gents' Haircutting	D05L 12	18	6	3

## **5.2 Mapping information**

For details on how this award map to:

- ◆ Core Skills refer to Appendix 1
- ◆ National Occupational Standards refer to Appendix 3.

## **5.3 Articulation, professional recognition and credit transfer**

The National Certificate in Hairdressing at level 6 has been designed to articulate with:

- ◆ NCGA Hairdressing at SCQF level 5
- ◆ HNC Hairdressing
- ◆ SVQ level 2 Hairdressing

# **6 Approaches to delivery and assessment**

## **6.1 Content and context**

The National Certificate Group Award is not designed to train individuals to full industrial competence. Rather they 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 Hairdressing industries. Candidates can then build on their skills when working towards achieving an HNC/HND or SVQ award.

This award should be delivered within the context of Hairdressing. 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.

Each award stands alone with its own aims/objectives and the Units show this clearly. Delivery would in all cases require that candidates are well supported in the initial stages and would require support throughout to ensure that standards were being maintained and that there was no compromise on health or safety issues at any time.

Assessments should, 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 structures of the qualifications allow a high degree of flexibility in the delivery owing to the very practical nature of the award. It is recommended that a realistic work 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.

There are opportunities for integrative delivery of Units within the award. Also 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 producing their own instruments of assessments.

Assessment Guidance is provided in each Unit Specification. Certain 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](http://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](http://www.sqa.org.uk)).

## 8 General information for candidates

The National Certificate in Hairdressing 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 Hairdressing or the SVQ Hairdressing at levels 2 or 3.

The National Certificate in Hairdressing contains six mandatory Units and four optional Units. Together, these make up the 12 credits needed to successfully complete the National Certificate.

Throughout the NCGA Hairdressing at SCQF level 6 there will be opportunities to:

- ◆ Consult with clients, discuss client requirements taking account of various factors, eg face shape, hair length
- ◆ Learn how to use cutting tools and other hairdressing equipment to style hair
- ◆ Take into consideration the Health and Safety requirements in hairdressing
- ◆ Use Health and Safety practices during the preparation for use of colour.

## 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](http://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: Mapping to Core Skill Units

Appendix 2: Mapping to National Occupational Standards

## Appendix 1: Core Skill Mapping

Opportunities for developing aspects of Core Skills may be found in the following Units:

### NCGA Hairdressing level 6

Unit title	Oral Communication	Written Communication	Numeracy	Working with Others	Information and Communication Technology	Problem Solving
Hair Colour and Lightening	✓					✓
Colour Correction	✓		✓			✓
Combination Cutting	✓					✓
Style, Dress and Finish Hair	✓	✓				
Hairstyling for a Total Look						
Commercial Experience	✓	✓		✓	✓	
Classic and Creative Long Hair						
Creative Cutting	✓				✓	✓
Scalp, Neck and Shoulder Massage	✓	✓				✓
Working with Commercial Synthetic Postiche	✓					
Beauty : Fashion Make-up						
Digital Photography						
Research Skills						

## Appendix 2: Mapping to National Occupational Standards

### NCGA Hairdressing level 6 — Partial Mapping to NOS level 2 and 3

SQA Units NOS	G20	GH10	GH9	G18	GH15	GH16	GH17	GH18	GH19	GH20	GH21	G11	GH20	BT9	BT17
Hair Colour and Lightening	✓		✓				✓								
Colour Correction	✓		✓	✓			✓	✓							
Combination Hair cutting	✓					✓									
Style, Dress and Finish Hair	✓	✓										✓			
Styling for a Total Look	✓								✓		✓				
Commercial Experience	✓			✓							✓				
Hairdressing: Long Hair Design	✓								✓	✓	✓		✓		
Creative Cutting	✓					✓					✓				
Scalp, Neck and Shoulder Massage	✓														✓
Working with Commercial Synthetic Postiche	✓				✓										
Beauty Care: Current Make-Up Trends	✓													✓	
Digital Photography															
Research Skills															

✓ = Partial mapping

## Appendix 2: Mapping to National Occupational Standards (continued)

### NCGA Hairdressing level 6

#### Mapping to NOS

SQA Units NOS	G22	G18	G21	GH16	GH17	GH18	GH19	GH20	GH21	GH22	GH23	G11	G19	H32
Hair Colour and Lightening	✓		✓		✓									
Colour Correction	✓					✓								
Combination Cutting			✓	✓										
Style, Dress and Finish Hair				✓			✓	✓						
Hairstyling for a Total Look				✓										
Commercial Experience														
Classic and Creative Long Hair				✓										
Creative Cutting														
Scalp, Neck and Shoulder Massage														
Working with Commercial Synthetic Postiche	✓						✓	✓						
Beauty: Fashion Make-up														
Digital Photography														
Research Skills														

✓ = Partial mapping