
Overview

This standard is about the skills required to attach and remove temporary pieces of hair to an existing style using pre-prepared and pre-packaged pieces of hair, which are designed to last up to 24 hours and from 24 hours to 6 weeks.

These methods are used to enhance a style by increasing volume and adding colour. The ability to blend added hair into the existing style using basic cutting techniques is required.

To carry out this standard, you will need to maintain a high level of health, safety and hygiene throughout your work. You will also need to maintain a professional personal appearance and demonstrate effective communication skills.

The main outcomes of this standard are:

- 1 maintain effective and safe methods of working when attaching hair
- 2 plan and prepare to attach hair
- 3 attach and blend pieces of hair
- 4 remove pieces of hair

**Performance
criteria**

Maintain effective and safe methods of working when attaching hair

- You must be able to:
- P1 maintain your responsibilities for health and safety throughout the service
 - P2 prepare your client to meet salon's requirements
 - P3 protect your client's clothing throughout the service
 - P4 position your client to meet the needs of the service without causing them discomfort
 - P5 ensure your own posture and position whilst working minimises fatigue and the risk of injury
 - P6 keep your work area clean and tidy throughout the service
 - P7 use working methods that:
 - P7.1 minimise the risk of damage to tools
 - P7.2 minimise the risk of cross-infection
 - P7.3 make effective use of your working time
 - P7.4 ensure the use of clean resources
 - P7.5 minimise the risk of harm or injury to yourself and others
 - P7.6 promote environmental and sustainable working practices
 - P8 ensure your personal hygiene, protection and appearance meets accepted industry and organisational requirements
 - P9 follow workplace and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products
 - P10 dispose of waste materials
 - P11 complete the service within a commercially viable time

Plan and prepare to attach hair

- You must be able to:
- P12 ask your client appropriate questions to establish any known contra-indications to the **temporary hair attachment** service
 - P13 record your client's responses to questioning
 - P14 identify any **factors** that may affect the service
 - P15 conduct any relevant tests on your client's hair and skin following manufacturer's instructions and recognised industry procedures
 - P16 report problems to the relevant person when contra-indications cause doubts

- as to the suitability of the service for the client
- P17 select and use added hair which is:
 - P17.1 of a suitable texture
 - P17.2 of a suitable colour
 - P17.3 of a suitable length
 - P17.4 of a suitable width
- P18 prepare the added hair to meet the manufacturer's instructions, when required
- P19 prepare your client's hair in a way suitable for the technique to be used

Attach and blend pieces of hair

- You must be able to:
- P20 confirm with your client the look agreed at consultation prior to starting the service
 - P21 part the sections cleanly and evenly to meet the requirements of the **temporary attachment systems** to be used
 - P22 section the hair in a way that will allow the added hair to lie in the direction required
 - P23 secure any hair not being extended to keep each section clearly visible
 - P24 ensure added hair is secure and the point of attachment is hidden
 - P25 add hair in a way that takes into account the **factors** influencing the service and avoiding potential damage to the client's hair
 - P26 maintain a suitable and even tension throughout the process
 - P27 check the comfort of your client at regular intervals throughout the service
 - P28 give reassurance to your client, when necessary
 - P29 adapt your cutting techniques to take account of **factors** which influence working on added hair
 - P30 identify and report any problems occurring during the service to the relevant person
 - P31 ensure, on completion, that the added hair is blended with the client's own hair in a way to achieve the style enhancement agreed with the client

Remove pieces of hair

- You must be able to:
- P32 remove pieces of hair following manufacturer's instructions
 - P33 use the correct products to remove pieces of hair avoiding damage to your client's hair
 - P34 use the correct tools, if required, minimising damage to your client's hair
 - P35 leave your client's hair free of residue and product build up
 - P36 leave your client's hair clean and prepared ready for the next service
 - P37 give your client **advice and recommendations** on the service provided

Knowledge and understanding

Maintain effective and safe methods of working when attaching hair

You need to know and understand:

- K1 your responsibilities for **health and safety** as defined by any specific legislation covering your job role
- K2 your salon's requirements for client preparation
- K3 the range of protective clothing that should be available for clients
- K4 how the position of your client and yourself can affect the desired outcome and reduce fatigue and the risk of injury
- K5 what contact dermatitis is, and how to avoid developing it whilst carrying out temporary attachment systems
- K6 why it is important to keep your work area clean and well organised
- K7 the correct use and maintenance of tools, products and equipment
- K8 the safety considerations which must be taken into account when using temporary attachment systems
- K9 why it is important to avoid cross-infection and infestation
- K10 methods of working safely and hygienically and which minimise the risk of cross-infection and cross-infestation
- K11 why it is important to position your tools, products and equipment for ease of use
- K12 methods of cleaning, disinfecting and sterilisation used in salons
- K13 the hazards and risks which exist in your workplace and the safe working practices which you must follow
- K14 the different types of working methods that promote **environmental and sustainable working practices**
- K15 the importance of personal hygiene and presentation in maintaining health and safety in your workplace
- K16 suppliers' and manufacturers' instructions for the safe use of equipment, materials and products which you must follow
- K17 the correct methods of waste disposal
- K18 your salon's expected service times for applying temporary attachment systems

Plan and prepare to attach hair

You need to know
and understand:

- K19 the types and purposes of tests
- K20 the importance of following manufacturers' instructions when carrying out tests
- K21 why it is important to record test results
- K22 the **factors** that must be taken into consideration prior to attaching pieces of hair
- K23 the importance of questioning clients to establish any contra-indications to services
- K24 how contra-indications can affect or restrict the provision of the temporary attachment service
- K25 the methods of and reasons for conducting pull tests
- K26 the courses of action to take in the event of adverse reactions to tests and when to encourage the client to seek medical advice
- K27 the hair growth cycle and how this can impact on temporary attachment services
- K28 the potential consequences of excessive tension on the hair
- K29 your salon's policy for referring clients to other professionals such as trichologist, general practitioner and the specialist services they can offer

Attach and blend and remove pieces of hair

You need to know
and understand:

- K30 how and why the client's hair should be prepared for the temporary attachment systems
- K31 the importance of preparing and applying temporary hair attachment systems in accordance with manufacturer's instructions
- K32 methods of applying temporary hair attachment systems
- K33 how the intended style can affect the choice and placement of temporary hair attachment systems
- K34 the advantages and disadvantages of temporary hair attachment systems
- K35 the types of anxieties commonly experienced by clients undergoing the application of temporary hair attachment systems
- K36 why it is important to maintain a correct and even tension when attaching hair

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- K37 how to carry out cutting techniques to blend the client's own hair and temporary hair attachment system to suit the finished look
 - K38 how to adapt cutting techniques to suit different types of temporary hair attachments such as artificial and human
 - K39 how and when to remove temporary hair attachment systems in accordance with manufacturer's instructions
 - K40 the types of products and tools used to apply and remove temporary hair attachment systems
 - K41 how to estimate the length of time the temporary hair attachment systems can take
 - K42 how to give effective advice and recommendations
 - K43 how to maintain and remove the hair attachment system
 - K44 the importance of providing **advice and recommendations** on the products and services provided in the salon

Additional information

Scope/range related to performance criteria	1	Temporary attachment systems
	1.1	those designed to last up to 24 hours
	1.2	those designed to last from 24 hours to 6 weeks
	2	Factors
	2.1	hair characteristics
	2.2	hair classification
	2.3	test results
	2.4	attachment method
	2.5	direction and fall of the added hair
	2.6	client's own hair length
	2.7	quantity of added hair
	2.8	head and face shape
	2.9	finished look
	3	Advice and recommendations
	3.1	how to maintain the attachment system
	3.2	time interval between services
	3.3	present and future products and services

**Scope/range related
to knowledge and
understanding**

1 Health and safety

your responsibilities for health and safety as defined by any specific legislation covering your job role

- 1.1 Health and Safety at Work Act
- 1.2 The Reporting of Injuries, Diseases and Dangerous Occurrence Regulations (RIDDOR)
- 1.3 The Health and Safety (First Aid) Regulations
- 1.4 The Regulatory Reform (Fire Safety) Order
- 1.5 The Manual Handling Operations Regulations
- 1.6 The Control of Substances Hazardous to Health Regulations (COSHH)
- 1.7 The Electricity at Work Regulations
- 1.8 The Environmental Protection Act
- 1.9 The Management of Health and Safety at Work Regulations
- 1.10 The Health and Safety (Information for Employees) Regulations

2 Environmental and sustainable working practices

the different types of working methods that promote environmental and sustainable working practices

- 2.1 reducing waste and managing waste (recycle, reuse, safe disposal)
- 2.2 reducing energy usage (energy efficiency hairdryers, low energy lighting, utilising solar panels)
- 2.3 reducing water usage and other resources
- 2.4 preventing pollution
- 2.5 using disposable items (easy dry towels)
- 2.6 using recycled, eco friendly furniture
- 2.7 using low chemical paint
- 2.8 using organic and allergy free hair products
- 2.9 using ultra-low ammonia hair colourants
- 2.10 using environmentally friendly product packaging
- 2.11 choosing responsible domestic products (Fairtrade tea and coffee)

2.12 encouraging carbon reducing journeys to work

3 Factors

the factors that must be taken into consideration prior to attaching pieces of hair

- 3.1 hair characteristics
- 3.2 hair classification
- 3.3 test results
- 3.4 attachment method
- 3.5 direction and fall of the added hair
- 3.6 client's own hair length
- 3.7 the quantity of added hair
- 3.8 head and face shape
- 3.9 finished look

4 Advice and recommendations

- 4.1 additional services
- 4.2 additional products

Values

- 1 The following **Key Values** underpin the delivery of services in the hair and beauty sector:
 - 1.1 a willingness to learn
 - 1.2 the completion of services in a commercially viable time
 - 1.3 meeting both organisational and industry standards of appearance
 - 1.4 ensuring personal hygiene and protection meets accepted industry and organisational requirements
 - 1.5 a flexible working attitude
 - 1.6 a team worker
 - 1.7 maintaining customer care
 - 1.8 a positive attitude
 - 1.9 personal and professional ethics
 - 1.10 the ability to self manage
 - 1.11 creativity skills
 - 1.12 excellent verbal and non-verbal communication skills
 - 1.13 the maintenance of effective, hygienic and safe working methods
 - 1.14 adherence to workplace, suppliers or manufacturers' instructions for the safe use of equipment, materials and product

Behaviours

- 1 The following **behaviours** underpin the delivery of services in the hair and barbering sector. These behaviours ensure that clients receive a positive impression of both the salon and the individual
 - 1.1 meeting the salon's standards of behaviour
 - 1.2 greeting the client respectfully and in a friendly manner
 - 1.3 communicating with the client in a way that makes them feel valued and respected
 - 1.4 identifying and confirming the client's expectations
 - 1.5 treating the client courteously and helpfully at all times
 - 1.6 keeping the client informed and reassured
 - 1.7 adapting the behaviour to respond effectively to different client behaviour
 - 1.8 responding promptly to a client seeking assistance
 - 1.9 selecting the most appropriate way of communicating with the client
 - 1.10 checking with the client that you have fully understood their expectations
 - 1.11 responding promptly and positively to the clients' questions and comments
 - 1.12 allowing the client time to consider the response and give further explanation when appropriate
 - 1.13 quickly locating information that will help the client
 - 1.14 giving the client the information they need about the services or products offered by the salon
 - 1.15 recognising information that the client might find complicated and checking whether they fully understand
 - 1.16 explaining clearly to the clients any reasons why their needs or expectations cannot be met

Glossary

- 1 **Hair classification** (this is a guideline only)
- Type 1 – Straight hair
- 1.1 Fine/Thin – hair tends to be very soft, shiny and oily, and it can be difficult to hold a curl.
- 1.2 Medium – hair has lots of volume and body.
- 1.3 Coarse – hair is normally extremely straight and difficult to curl.
- Type 2 – Wavy hair
- 2.1 Fine/Thin – hair has a definite “S” pattern. Normally can accomplish various styles
- 2.2 Medium – hair tends to be frizzy and a little resistant to styling.
- 2.3 Coarse – hair is also resistant to styling and normally very frizzy; tends to have thicker waves.
- Type 3 – Curly hair
- 3.1 Loose curls – hair tends to have a combination texture. It can be thick and full with lots of body, with a definite “S” pattern. It also tends to be frizzy.
- 3.2 Tight curls – also tends to have a combination texture, with a medium amount of curl.
- Type 4 – Very curly hair
- 4.1 Soft – hair tends to be very fragile, tightly coiled and has a more defined curly pattern.
- 4.2 Wiry – also very fragile and tightly coiled; however with a less defined curly pattern – has more of a “Z” pattern shape.
- 2 **Hair characteristics** includes the following:
- 2.1 hair density
- 2.2 hair texture
- 2.3 hair elasticity
- 2.4 hair porosity
- 2.5 hair condition

2.6 hair growth patterns

3 **Tests**

3.1 pull

3.2 elasticity

3.3 skin

3.4 porosity

4 **Temporary hair attachment** (hair attachment systems which last anything between 24 hours and six weeks)

4.1 sewn

4.2 plaited

4.3 rings

4.4 tapes

4.5 clip in hairpieces and additions

4.6 taped weft

4.7 cold bonding (latex)

4.8 wefted hair – tracks/rows

4.9 plaited corn rows

5 **Pull test**

The pull test helps evaluate excessive and or abnormal hair loss; gently pulling small sections of hair whilst sliding the fingers from root to point on at least 3 areas of the scalp. If more than 12 hairs per hand are shed, it may be an indication of an abnormal hair growth condition

6 **Traction alopecia**

The loss of hair because of excessive and or continuous tension on the hair, such as, regular wearing of extensions and plaiting

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Temporarily attach hair to enhance a style



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