
Overview

This standard is about using a variety of conventional and non-conventional styling and dressing techniques to produce innovative, fashionable, creative and personalised looks. The ability to combine and adapt a variety of styling and dressing techniques incorporating accessories and or added hair is required in this standard.

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 styling and dressing hair
- 2 creatively style and dress hair

**Performance
criteria**

Maintain effective and safe methods of working when styling and dressing 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 wastage of products
 - P7.2 minimise the risk of damage to tools and equipment
 - P7.3 minimise the risk of cross-infection
 - P7.4 make effective use of your working time
 - P7.5 ensure the use of clean resources
 - P7.6 minimise the risk of harm or injury to yourself and others
 - P7.7 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

Creatively style and dress hair

- You must be able to:
- P12 confirm with your client the look agreed at consultation prior to and during styling and dressing the hair
 - P13 prepare your client's hair in a way which is suitable for the look agreed
 - P14 incorporate and secure added hair, when used, into the desired look
 - P15 blend the client's own hair and added hair effectively, when required
 - P16 ensure the availability of assistance, when required

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- P17 combine and adapt your **creative styling and dressing techniques** in an innovative way to achieve the desired look
 - P18 secure the hair so that any pins, grips or bands are hidden unless part of the style requirements
 - P19 personalise your **creative styling and dressing techniques** to take account of the **factors** which influence the desired look
 - P20 use **creative styling and dressing techniques** in a way that avoids damage to the hair, skin and scalp
 - P21 incorporate and secure accessories, when used, to complement and enhance the desired look
 - P22 ensure the finished look meets the intended shape, direction, balance and volume agreed with your client
 - P23 confirm your client's satisfaction with the finished look
 - P24 give your client **advice and recommendations** on the service provided

Knowledge and understanding

Maintain effective and safe methods of working when styling and dressing 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 types 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 styling and dressing services
- K6 why it is important to keep your work area clean and tidy
- K7 the correct use and maintenance of tools and equipment
- K8 why it is important to avoid cross-infection and cross-infestation
- K9 methods of working safely and hygienically and which minimise the risk of cross-infection and cross-infestation
- K10 methods of cleaning, disinfecting and sterilisation used in salons
- K11 the hazards and risks which exist in your workplace and the safe working practices which you must follow
- K12 the different types of working methods that promote **environmental and sustainable working practices**
- K13 the importance of personal hygiene and presentation in maintaining **health and safety** in your workplace
- K14 suppliers' and manufacturers' instructions for the safe use of equipment, materials and products which you must follow
- K15 the correct methods of waste disposal
- K16 your salon's expected service times for styling and dressing

Creatively style and dress hair

You need to know and understand:

- K17 the effects of humidity on hair
- K18 the physical effects of styling and finishing products on the hair and how they work to maintain the look
- K19 how the incorrect application of heat can affect the hair and scalp

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- K20 the effects of backcombing and back brushing on the hair structure
 - K21 the potential effects on the hair structure of using and securing added hair and accessories
 - K22 the potential consequences of excessive tension on the hair and scalp
 - K23 the types of products, tools and equipment available for styling and dressing hair and how to use them
 - K24 the suitability of specific products and equipment for use with different hair types and for achieving different effects
 - K25 the types of **conventional** and **non-conventional** items that may be used when styling hair and the effects they create
 - K26 the types of **non-conventional** items that may be used as accessories when dressing hair
 - K27 the manufacturers' instructions on the use of the styling and finishing products in your salon
 - K28 the **preparation procedures** required for the different styling and dressing techniques
 - K29 when, why and how to use the different types of:
 - K29.1 securing equipment
 - K29.2 accessories
 - K29.3 added hair
 - K30 how different **factors** affect the styling and dressing process and the finished look
 - K31 methods of handling, controlling and securing hair during the styling and dressing process
 - K32 the type of checks needed during styling, dressing and finishing services to ensure the intended shape, direction, balance and volume is achieved
 - K33 the importance of ensuring the intended shape, direction, balance and volume is achieved and the finished look is secure
 - K34 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. **Creative styling and dressing techniques**
 - 1.1 conventional
 - 1.2 non conventional

 2. **Factors**
 - 2.1 hair characteristics
 - 2.2 hair classifications
 - 2.3 desired look
 - 2.4 the occasion for which the style is required
 - 2.5 hair length

 3. **Advice and recommendations**
 - 3.1 how to maintain their look
 - 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**

how different factors affect the styling and dressing processes and the finished look

3.1 hair characteristics

3.2 hair classification

3.3 desired look

3.4 the occasion for which the style is required

3.5 head and face shape

4 **Conventional styling techniques**

4.1 setting

4.2 pin curling

4.3 finger waving

4.4 use of heated styling equipment

4.5 rolls

4.6 plaits

4.7 twists

4.8 curls

4.9 woven

5 **Non-conventional styling techniques**

5.1 rags

5.2 straws

5.3 plastic

5.4 ribbons

5.5 net

5.6 paper/tissue

5.7 hair grips

5.8 chopsticks

5.9 rik-raks

- 5.10 wadding
- 5.11 added hair

6 Preparation Procedures

- 6.1 sources of creative information such as magazines, internet and film
- 6.2 how to obtain and interpret inspiration such as historical, cultural and fashion
- 6.3 how to design, plan and achieve a creative look
- 6.4 current fashion hair looks

7 Advice and recommendations

- 7.1 additional services
- 7.2 additional products

Values

- 1 The following **Key Values** underpin the delivery of services in the hair and barbering 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

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Creatively style and dress hair



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