



## Higher National unit specification

### General information

**Unit title: Hairdressing Professional Practice (SCQF level 8)**

**Unit code:** HH8F 35

**Superclass:** HL

**Publication date:** January 2017

**Source:** Scottish Qualifications Authority

**Version:** 01

### Unit purpose

This unit supports learners to recognise and take responsibility for their own learning and development in relation to Hairdressing. In particular it provides a framework for the recognition of their prior learning and experience; identify their professional values, personal commitment and professional knowledge.

This unit will enable learners to identify their knowledge and practice level and recognise the value of their existing qualifications to support others to develop their knowledge and skills within a Hairdressing Training Organisation.

### Outcomes

On successful completion of the unit the learner will be able to:

- 1 Provide evidence of autonomy, accountability and working with others in a Hairdressing training organisation
- 2 Create a personal profile to recognise prior learning and experience

### Credit points and level

1 Higher National unit credits at SCQF level 8: (8 SCQF credit points at SCQF level 8).

### Recommended entry to the unit

Access to this unit is at the discretion of the centre. However, it is strongly recommended that learners hold a recognised Hairdressing award at SCQF level 7 or equivalent.

## **Higher National unit Specification: General information (cont)**

**Unit title:** Hairdressing Professional Practice (SCQF level 8)

### **Core Skills**

Opportunities to develop aspects of Core Skills are highlighted in the support notes for this unit specification.

There is no automatic certification of Core Skills or Core Skill components in this unit.

### **Context for delivery**

If this unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

### **Equality and inclusion**

This unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements).

## Higher National unit specification: Statement of standards

### Unit title: Hairdressing Professional Practice (SCQF level 8)

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 SQA.

The whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Learners should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion

The sections of the unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

#### Outcome 1

Provide evidence of autonomy, accountability and working with others in a Hairdressing training organisation.

##### Knowledge and/or Skills

- ◆ Reflect on own professional practice experiences, learning and values
- ◆ Apply your learning and professional practice experiences in Hairdressing training
- ◆ Provide evidence of supporting teamwork and collaboration
- ◆ Provide evidence of working with trainees
- ◆ Develop plans for assessing trainees competence
- ◆ Judge evidence against agreed standards
- ◆ Make effective assessment decisions
- ◆ Give trainee feedback
- ◆ Provide evidence of the assessment decisions

#### Outcome 2

Create a personal profile to evaluate learning and experience of working with others within a Hairdressing Training Organisation.

##### Knowledge and/or Skills

- ◆ Identify the level of personal transferable skills related to Hairdressing practise
- ◆ Professional skills qualities and achievements which have been developed through professional journey Continuous Professional Development (CPD)
- ◆ Reliable evaluation report writing

## Higher National unit specification: Statement of standards (cont)

**Unit title:** Hairdressing Professional Practice (SCQF level 8)

### Evidence Requirements for this unit

Learners will need to provide evidence to demonstrate their Knowledge and/or skills across all Outcomes by showing that they can:

Create and present a folio of evidence which provides evidence for Outcomes 1 and 2

#### Outcome 1

Provide evidence of autonomy, accountability and working with others in a Hairdressing training organisation.

- ◆ Describe some initiative and independence in carrying out defined activities at a professional level
- ◆ Supervise in familiar areas of work within Hairdressing practice
- ◆ Take some responsibility for the work of others within a defined supervised structure
- ◆ Provide evidence of working with trainees
- ◆ Develop plans for assessing trainees competence
- ◆ Judge evidence against agreed standards
- ◆ Make assessment decisions
- ◆ Give trainee feedback
- ◆ Provide evidence of assessment decisions

#### Outcome 2

Create a personal profile and evaluate learning and experience.

- ◆ Gather evidence of his/her own professional practise within a Hairdressing training organisation
- ◆ Demonstrate that effective continuous professional development (CPD) is undertaken
- ◆ Effectively analyse evidence gathered
- ◆ Produce a reliable evaluation report

## Higher National unit Support Notes

### Unit title: Hairdressing Professional Practice (SCQF level 8)

Unit Support Notes are offered as guidance and are not mandatory.

While the exact time allocated to this unit is at the discretion of the centre, the notional design length is 40 hours.

### Guidance on the content and context for this unit

This unit is designed to enable learners to recognise and take responsibility for their own learning of self and others and development in relation to Hairdressing Practice. In particular it provides a framework for the recognition of their prior learning and experience — to identify their professional values and personal commitment and their professional knowledge, skills and abilities, based on the SCQF level descriptors.

This unit will enable learners to identify their knowledge and practice level, confer value to their existing qualifications and work with others in training and assessing trainees within a Hairdressing organisation

Learners may use this unit to:

- ◆ Identify their current Core Skills.
- ◆ Recognise the value of their existing qualifications.
- ◆ Prepare for progression to a higher level of qualification or employment.
- ◆ Develop other skills in preparation for the next stage of their career.

Assessors should keep in mind that overall, the work should meet SCQF level 8 criteria.  
<http://scqf.org.uk/the-framework/scqf-levels/>

### Guidance on approaches to delivery of this unit

This unit may be delivered to a group of learners or to individuals as required. It will require regular, but non-directive support to allow learners to develop and demonstrate their ability to understand and apply this process of recognising their prior learning and experience. The tutor can provide support through a wide range of group and individual tutorial activities and guidance.

Learners undertaking this unit must be given the opportunity to work with trainees in a supervisory/assessor role. They must apply their learning and professional practice experiences to develop trainee knowledge and skills levels. This could be through developing plans, judging evidence against agreed standards and making effective assessment decisions.

While giving trainee feedback, learners should demonstrate effective communication skills and display feedback techniques which support trainees in their continued development.

Development, practice and assessment decision making should reflect current National Occupation Standards (NOS) and organisational guidelines.

It would be expected that learners provide evidence of collaboration with other team members, standardisation and supporting team decisions.

## Higher National unit Support Notes (cont)

### Unit title: Hairdressing Professional Practice (SCQF level 8)

Documentation used should be completed/compiled effectively in line with organisational requirements.

Learner should at this level undertake continuous professional development activities which enhance their skills profile and identify future development needs. This could be by compiling a Professional Development Plan.

Learners should be encouraged to reflect on and analyse and evaluate their interaction with trainees on an ongoing basis.

Learners should be made aware that overall, their work should meet SCQF level 8 criteria and have a clear understanding of these.

### Guidance on approaches to assessment of this unit

Evidence can be generated using different types of assessment. The following are suggestions only. There may be other methods that would be more suitable to learners.

Centres are reminded that prior verification of centre-devised assessment would help to ensure that the national standard is being met. Where learners experience a range of assessment methods, this helps them to develop different skills that should be transferable to work or further and higher education.

The evidence requirements are fully expressed in the mandatory section of this unit Specification.

The assessment for this unit should be undertaken in an integrated and cohesive manner and will be assessed holistically. To achieve this unit, the learners should develop and present a portfolio of evidence — recognition of prior learning and experience.

The activities associated with the unit should provide ample opportunities for learners to generate and gather the required evidence of achievement.

Learners should have the opportunity to present their personal and professional skills and qualities, in their existing qualifications.

The recognition of the value of their prior learning and experience should be aligned to current guidelines presented by SQA for the identification of credits and Core Skills, the SCQF level descriptors, and current requirements of in relation to accepted qualifications

Assessment must enable the learner to demonstrate competence at the level of the qualification and provide an opportunity for evidence of each learner's performance to be generated and assessed. This evidence must then be judged against the standards set out in the unit specification. To achieve a unit, learners must generate the evidence required in relation to all Outcomes. This information is found in the Statement of Standards in the relevant unit specification.

Assessors should keep in mind that overall, the work should meet SCQF level 8 criteria.  
**<http://scqf.org.uk/the-framework/scqf-levels/>**.

## Higher National unit Support Notes (cont)

**Unit title:** Hairdressing Professional Practice (SCQF level 8)

### Opportunities for e-assessment

E-assessment may be appropriate for some assessments in this unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use E-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. The most up-to-date guidance on the use of E-assessment to support SQA's qualifications is available at [www.sqa.org.uk/e-assessment](http://www.sqa.org.uk/e-assessment).

### Opportunities for developing Core and other essential skills

Aspects of the Core Skill of *Problem Solving*, that is planning and organising, critical thinking and reviewing and evaluating will be naturally developed while interacting with trainees and with others within the organisation. While supporting trainees learners will identify and analyse the trainees' needs for current and future development.

Aspects of the Core Skill units in *Communication, Information and Communication Technology (ICT)* may be developed as learners use and or compile and complete organisational documentation.

Communication skills are not formally assessed however learners will be expected to present written communication to an acceptable professional standard.

Oral communications skills will be developed during interaction with trainees and other and must be professional, sensitive and empathic; while giving appropriate information to and confirming trainee understanding with regard to possible development needs and outcomes. Sensitivity and an empathic understanding of the physical, emotional and cultural needs of different people will support the ability to adapt language and non-verbal communication to progress effective communication. Learners should be able to use and adapt vocabulary, register and style to suit their individual trainee needs.

## History of changes to unit

Version	Description of change	Date

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## General information for learners

### Unit title: Hairdressing Professional Practice (SCQF level 8)

This section will help you decide whether this is the unit for you by explaining what the unit is about, what you should know or be able to do before you start, what you will need to do during the unit and opportunities for further learning and employment.

This unit is designed to enable you to recognise and take responsibility for your own learning and development in relation to Hairdressing Practice and experience of working with others within a Hairdressing Training Organisation.

In particular, it provides a framework for the recognition of your prior learning and experience — to identify your professional values and personal commitment your professional knowledge, skills and abilities, based on the SCQF level descriptors.

On completion of the unit you should be able to:

- ◆ identify your own professional practice values, commitment, knowledge, skills, abilities and prior achievement.
- ◆ provide evidence of your professional knowledge and understanding related to hairdressing practice
- ◆ evaluate your own professional knowledge and skills related to hairdressing practise

This unit will enable you to identify your knowledge and practice level and recognise the value of your existing qualifications, gather evidence of your own professional practise within a Hairdressing training organisation, describe some initiative and independence in carrying out defined activities at a professional level and supervise in familiar areas of work within Hairdressing practice and take some responsibility for the work of others within a defined supervised structure. You will:

- ◆ provide evidence of working with trainees and develop plans for assessing trainees competence.
- ◆ judge evidence against agreed standards.
- ◆ make assessment decisions.
- ◆ give learners feedback.
- ◆ effectively analyse evidence gathered produce a reliable evaluation report.

As you progress through this unit you will be gathering evidence to demonstrate that you can meet all the knowledge and skills for Outcomes 1 and 2 by presenting a folio of evidence with supporting documentation.

Your folio must include:

- ◆ folio title, author, date.
- ◆ declaration of own work (centres may wish to include a signed declaration from the learners to confirm the authenticity of the work).
- ◆ contents page.
- ◆ introduction — description and evidence of your own professional journey including own professional practice values and commitment.
- ◆ reflective report of own professional knowledge and understanding related to Hairdressing practice and training.

## General information for learners (cont)

### Unit title: Hairdressing Professional Practice (SCQF level 8)

- ◆ reflective report of own autonomy, accountability and working with others related to hairdressing practice with supporting evidence.
- ◆ supervise in familiar areas of work within Hairdressing practice and take some responsibility for the work of others within a defined supervised structure.
- ◆ provide evidence of working with trainees and develop plans for assessing trainees competence.
- ◆ judge evidence against agreed standards.
- ◆ make assessment decisions, give trainee feedback.

Supporting evidence may be

- ◆ relevant certification of qualifications
- ◆ evidence of professional journey, previous and current job roles
- ◆ completed organisation documentation showing planning, assessment, decision making, trainee feedback and assessment records
- ◆ evidence of ongoing CPD

### Core Skills

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Aspects of the Core Skill units in *Communication, Information and Communication Technology (ICT)* may be developed as you use and or compile and complete organisational documentation.

Communication skills are not formally assessed however you will be expected to present written communication to an acceptable professional standard.

Oral communications skills will be developed during interaction with trainees and others and must be professional, sensitive and empathic; while giving appropriate information to and confirming trainee understanding with regard to possible development needs and Outcomes.

Sensitivity and an empathic understanding of the physical, emotional and cultural needs of different people will support the ability to adapt language and non-verbal communication to progress effective communication. You should be able to use and adapt vocabulary, register and style to suit their individual trainee needs.