



National Unit Specification: general information

UNIT Ladies Hairdressing: Basic Cutting Categories (SCQF level 5)

CODE F4C2 11

SUMMARY

This Unit is designed to enable candidates to develop knowledge, skills and techniques which will allow them to perform a range of basic haircutting categories. This will be achieved through developing effective communication skills, theoretical knowledge and practical activity. This Unit is suitable for candidates with little or no knowledge in hair cutting.

OUTCOMES

- 1 Describe cutting techniques, categories and effects and include the range and maintenance of tools.
- 2 Establish the client's requirements taking into account influencing factors.
- 3 Prepare for the hair cut.
- 4 Perform the planned hair cut to achieve the desired end result.

RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates would normally be expected to have attained one or both of the following, or equivalent:

F4C9 11 *Shampoo, Condition and Massage*
F4BX 11 *Blow Drying Techniques*

CREDIT VALUE

2 credits at SCQF level 5 (12 SCQF credit points at SCQF level 5*).

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Administrative Information

Superclass: HL

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National Unit Specification: general information (cont)

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CORE SKILLS

There is no automatic certification of Core Skills components in this Unit.

Opportunities for developing aspects of Core Skills are highlighted in Learning and Teaching Approaches for this Unit.

National Unit Specification: statement of standards

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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.

OUTCOME 1

Describe cutting categories, techniques and effects and include the range and maintenance of tools.

Performance Criteria

- (a) Describe accurately each cutting category.
- (b) Describe accurately techniques used to achieve each category.
- (c) Describe accurately the effects each technique has on the hair.
- (d) Identify accurately tools used to achieve a desired result.
- (e) Demonstrate correct cleaning and maintenance of tools.

OUTCOME 2

Establish the client's requirements taking into account influencing factors.

Performance Criteria

- (a) Communicate with the client to establish a clear understanding of requirements.
- (b) Determine finished length, shape and style is accurate considering influencing factors.
- (c) Clarification of client requirements is identified and agreement is reached on desired end result.

OUTCOME 3

Prepare for the hair cut.

Performance Criteria

- (a) Prepare the client in accordance with salon procedures.
- (b) Select categories and techniques to achieve the desired result.
- (c) Select appropriate tools to achieve the categories and techniques.

OUTCOME 4

Perform the planned hair cut to achieve the desired result.

Performance Criteria

- (a) Perform the cut in a methodical manner according to agreed requirements.
- (b) Produce desired look effectively.
- (c) Follow safe and hygienic practices throughout the cutting process.
- (d) Evaluate the completed cutting process.

National Unit Specification: statement of standards (cont)

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EVIDENCE REQUIREMENTS FOR THIS UNIT

Evidence is required to demonstrate that candidate has achieved all Outcomes and Performance Criteria.

Outcome 1 (a,) (b,) (c,) (d) — Written and/or oral evidence

This evidence will describe the categories of cuts, techniques used, and the effects each technique has on the hair.

A description of the cutting tools plus an explanation of how to maintain them is required.

This evidence will be in the form of a folio and should include:

- ◆ cutting categories: solid form, uniform layer, graduated layer and increased layer
- ◆ partings and angles used to achieve each category of cut
- ◆ techniques: club cutting, freehand cutting, scissor over comb, thinning, pointing, slicing
- ◆ cutting effects each technique has on the hair
- ◆ cutting tools: scissors and thinning scissors and their effects on the hair
- ◆ maintenance of cutting tools

Outcome 1 (e), 2, 3 and 4 — Performance evidence

Outcome 1 (e) — the candidate will clean and maintain tools on two occasions and be observed by the lecturer/teacher using an observation checklist.

Outcome 2, 3 and 4 should be assessed holistically. The candidate will prepare and perform the specified cuts on four occasions on live models.

The candidate performance should include:

- ◆ Communication skills: clear speech, listening skills, questioning techniques, use of visual aid if appropriate
- ◆ Influencing factors: head/face shape, hair: growth pattern; movement; density; texture; weight; length, client's lifestyle
- ◆ Preparation of clients: gowning; protection; positioning
- ◆ Hair types: straight; curly
- ◆ selection of categories and techniques
- ◆ selection of tools to achieve categories and techniques
- ◆ Cutting effects and techniques: one length, uniformed layer, increased layer, graduated layer, club cutting, scissor over comb
- ◆ consultation with client during the haircut
- ◆ safe and hygienic practices in relation to cutting

The candidate should provide a completed client consultation record as evidence, to include evaluation of own performance.

National Unit Specification: statement of standards (cont)

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An Assessment Support Pack has been produced for this Unit. This pack includes a sample of folio, consultation sheet and an observation checklist. Centres wishing to produce their own instruments of assessment should refer to the Assessment Support Pack to ensure that they are of a comparable standard.

National Unit Specification: support notes

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This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 120 hours.

GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

The Unit is an optional Unit within the NC Group Award in hairdressing, but is also available to candidates wishing to study the Unit on its own.

The candidate should initially be encouraged to develop knowledge of influencing factors to be taken into account prior to carrying out a haircut, and to develop communication skills for consulting effectively with the client. The principle of guidance and advice for the client should be an integral part of the consultation process and should continue throughout the haircut.

The candidate should also develop a sound knowledge of cutting tools, techniques and their effects on different hair types, movement, density and length. This knowledge should be used in practical situations whilst maximising the potential of the client's hair.

Whilst learning about the use of tools, categories of cuts, techniques and their effects on the hair candidates may use mannequin heads. When practical activities are carried out on clients, the candidate is encouraged to integrate knowledge from all Outcomes to select appropriate tools, techniques and cutting methods to achieve the desired end result.

The candidate should be encouraged to take account of the client's potential to cope with the upkeep of the chosen style.

The candidate should acquire basic experience through practice on clients with different degrees of hair movement using a variety of cutting tools and techniques. When practical activities are carried out on clients, the candidate is encouraged to integrate knowledge from all Outcomes to select appropriate tools, techniques and cutting methods to achieve the desired end result.

The cut styles should be carried out as a whole or in a combination to reflect viable commercial styles.

Pictures, diagrams or photographs should be generated taking into account before and after looks. This would give the candidate an opportunity to reflect and evaluate their work effectively.

The candidate should be given the guidance to develop the ability to reflect on his/her performance and draw conclusions for future performances.

Safe and hygienic practices should be re-enforced throughout this Unit in relation to client, self, equipment and the workplace.

National Unit Specification: support notes (cont)

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GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

This Unit is essentially candidate-centred with knowledge and skills acquired through practical situations. Demonstrations by lecturer and the use of appropriate videos are strongly recommended. The candidate should supply written/oral evidence of understanding of the importance of consulting clients throughout the cutting process and of the health and safety requirements.

Written and oral evidence should also be used to establish that the candidate can make an accurate review of their performance, using appropriate criteria to evaluate the effectiveness of cutting strategy, quoting relevant evidence and drawing justified conclusions.

OPPORTUNITIES FOR CORE SKILL DEVELOPMENT

There are opportunities to gather evidence toward the Core Skills: *Communication*, *Working with Others*, and *Problem Solving* although there is no automatic certification of Core Skills.

GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT

Opportunities for the use of 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 communications technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

It is recommended that the written/oral assessment for Outcome 1 is completed prior to the practical assessments of Outcome 2, 3 and 4. This will assist candidates to gain knowledge and understanding of the categories of cuts, techniques, and effects created by each cutting technique and cutting tool. The candidates must display in the practical scenario that he/she can clean and maintain tools effectively, this will be observed by the lecturer/teacher using an observation checklist.

The practical assessment for Outcomes 2, 3 and 4 may be assessed holistically and should be carried out towards the end of the Unit, when the candidate has had the benefit of practice and support on mannequin heads and live models. The candidates should be assessed on four occasions by the teacher/lecturer covering the necessary criteria stated in the Assessor observation checklist. Each practical assessment should be carried out on live models to allow for:

- ◆ client consultation
- ◆ feedback from both client and assessor
- ◆ candidate self evaluation

Use of mannequin heads for assessment is not permitted.

National Unit Specification: support notes (cont)

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CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).