

National Unit Specification: General Information

UNIT	Ladies' Haircutting (Higher) (x3)
NUMBER	D05K 12
COURSE	This is a free standing unit which may be used as part of a Scottish Group Award or be associated with other programmes of study in schools, colleges of further education or other centres.

SUMMARY

The candidate will be able to use cutting tools and techniques to produce a variety of looks for ladies' hair.

OUTCOMES

- 1 Describe cutting effects and techniques in ladies' haircutting and the range and maintenance of tools.
- 2 Establish the client's requirements taking account of influencing factors.
- 3 Select tools and techniques to achieve the desired effects.
- 4 Perform cut to the client's satisfaction.

RECOMMENDED ENTRY

Entry is at the discretion of the centre. The candidate should have some knowledge of hair and scalp properties and conditions. This may be evidenced by D05J 11 Analysis of Hair and Scalp (Intermediate 2).

CREDIT VALUE

3 Credits at Higher.

CORE SKILLS

Information on the automatic certification of any core skills in this unit is published in *Automatic Certification of Core Skills in National Qualifications* (SQA, 1999).

Administrative Information

Superclass:	HL
Publication date:	December 1998
Source:	Scottish Qualifications Authority
Version:	01

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National unit specification: statement of standards

UNIT Ladies' Haircutting (Higher) (x3)

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 the Scottish Qualifications Authority.

OUTCOME 1

Describe cutting effects and techniques in ladies' haircutting and the range and maintenance of tools.

Performance Criteria

- a) A range of cutting effects, achieved by a variety of tools, is described accurately.
- b) Appropriate tools and techniques are accurately identified to achieve a desired result.
- c) The cleaning and maintenance of tools is demonstrated correctly.

Note on range for the outcome

Tools: scissors; thinning scissors; razor.

Techniques: club; scissor over-comb; thinning; freehand; clipper over comb.

Effects: one length; uniform layer; graduated layer.

Evidence Requirements

The candidate should supply performance evidence of ability to clean and maintain tools.

The candidate should supply written/oral evidence of ability to describe accurately:

- effects achieved by the range of tools
- techniques used to achieve the range of effects
- maintenance of cutting tools if performance evidence is not available.

Short answer questions would be appropriate.

OUTCOME 2

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

Performance Criteria

- a) Communication skills are used to promote a professional image and establish a clear understanding between client and candidate.
- b) The client is guided in relation to current fashions and advised of the potential for her hair in relation to influencing factors.
- c) The finished length, shape and style is accurately determined.
- d) The client is encouraged to seek clarification of advice and agreement on finished result is reached between client and candidate.

National unit specification: statement of standards (cont)

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Note on range for the outcome

Communication skills: clear speech; listening skills; questioning techniques; use of images where appropriate.

Influencing factors: - head/face shape;
- hair: growth pattern; movement; density; texture; weight; length;
- client's lifestyle;
- presence of cysts; scar tissue; alopecia.

Finished result: one length; graduated; layered.

Evidence Requirements

The candidate should supply performance evidence of ability to analyse a client's hair and, taking into account the client's requirements and influencing factors, agree on an appropriate cut for that client.

The candidate should supply performance evidence of ability to consult with the client to determine requirements using communication skills appropriate to the situation.

Observation of the candidate's performance in practical work should be carried out by the lecturer/teacher, using a checklist.

OUTCOME 3

Select tools and techniques to achieve the desired effects.

Performance Criteria

- a) Techniques selected maximise the potential of the client's hair.
- b) Tools selected are appropriate to the techniques to be used.

Note on range for the outcome

Cutting techniques: club cutting; scissor over comb; razoring; thinning/tapering; freehand.

Tools: scissors; thinning/tapering scissors; razor.

Evidence Requirements

The candidate should supply performance evidence of ability to select the correct tools and techniques for the client's requirements.

Observation of the performance in practical activities should be carried out by the lecturer/teacher using a checklist.

National unit specification: statement of standards (cont)

UNIT Ladies' Haircutting (Higher) (x3)

Oral questions may also be required to establish knowledge and understanding where this cannot be inferred through performance.

The candidate should supply written and or oral evidence of ability to understand how tools and techniques can be combined, and the various effects which can be achieved by using different combinations.

OUTCOME 4

Perform cut to the client's satisfaction.

Performance Criteria

- a) Preparation of the client is carried out in accordance with salon procedures.
- b) Hair is cut in a methodical manner.
- c) The client is consulted throughout the cutting process to confirm the desired look.
- d) Style is cut accurately according to agreed requirements.
- e) The desired look is achieved to the satisfaction of the client.
- f) The cutting process is completed in a safe and hygienic manner for both client and candidate.
- g) Advice given on aftercare of the style is appropriate to maintain the look.
- h) Health and safety regulations are adhered to at all times.
- i) The cutting strategy is accurately reviewed and conclusions drawn.

Note on range for the outcome

Preparation of clients: gowning; protection; positioning.

Hair: straight; curly.

Finished effect: one length; uniform layer; graduated layer.

Cutting techniques: club cutting; scissor over comb; razoring; thinning; freehand.

Evidence Requirements

The candidate should supply performance evidence of ability to perform three hair cuts, one of which must be a one-length bob. The cuts should involve a variety of tools and techniques covering the full range.

Observation of the candidate's performance in practical activities should be carried out by the lecturer/teacher using a checklist.

National unit specification: statement of standards (cont)

UNIT Ladies' Haircutting (Higher) (x3)

The candidate should supply written/oral evidence of understanding of the importance of consulting clients throughout the cutting process and of health and safety requirements.

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

National unit specification: support notes

UNIT Ladies' Haircutting (Higher) (x3)

This part of the unit specification is offered as guidance. None of the sections of the support notes is mandatory.

GUIDANCE ON CONTENT AND CONTEXT

The candidate would initially be required to develop knowledge of influencing factors affecting possible cuts. The candidate would also be required to develop communication skills for consulting effectively with the client. The principles of guidance and advice should be an integral part of the consultation process.

The candidate should develop a sound knowledge of cutting tools, techniques and their effects on different hair types, hair movement, density and length. This knowledge should be used in practical situations maximising the potential of the client's hair. Teaching the use of tools, technique and their effects can be carried out on hair pieces. The candidate should demonstrate the cutting of a variety of styles using methodical procedures. When practical activities are carried out on a client, the candidate is encouraged to integrate knowledge from all outcomes to select appropriate tools, techniques and cutting methods to achieve the desired result. The cut should take account of the client's potential to cope with its upkeep.

NB Graduated and increased layers may be used as part of a hair cut and need not be separately demonstrated. However, a clear understanding and appropriate use of both cutting methods must be demonstrated.

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

The regulations which cover technical hairdressing services are:

- The Health and Safety at Work etc Act 1974
- The Workplace (Health, Safety and Welfare) Regulations 1992
- The Manual Handling Operations Regulations 1992
- The Personal Protective Equipment at Work Regulations 1992
- The Provision and Use of Work Equipment Regulations 1992
- The Control of Substances Hazardous to Health Regulations 1992 (COSHH) to include subsequent amendments
- The Electricity at Work Regulations 1989
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1985

Particular attention should be paid to the safe placement of sharps during treatment and their safe disposal in accordance with salon requirements and local bye laws.

GUIDANCE ON TEACHING AND LEARNING APPROACHES

This unit is essentially candidate-centred with knowledge and skills acquired throughout practical situations. Demonstrations and the use of appropriate videos are strongly recommended.

National unit specification: support notes (cont)

UNIT Ladies' Haircutting (Higher) (x3)

The candidate should acquire experience through practice on clients with different degrees of hair movement using a variety of cutting tools and techniques. The cut styles should include one length, graduated, layered look and should be carried out as a whole or in combination to reflect viable commercial styles. The production of a style book to include pictures/diagrams/photographs from various sources could be generated. This would give the candidate an opportunity to build up a record of their own work.

The candidate should cultivate the ability to reflect on what has been done and draw conclusions for the future.

Formative assessment should be applied throughout the unit as the percentage of practical activity required is high. Analysis sheets covering the full range may be generated for the unit.

GUIDANCE ON APPROACHES TO ASSESSMENT

It is recommended that assessment is integrated so far as possible. For example, written or oral questioning used to generate evidence for knowledge and understanding in one outcome could be combined with questioning on knowledge and understanding for other outcomes in this or other units.

The practical assessment for Outcomes 2-4 may be combined in the same assessment task.

See also the specification for the unit Problem Solving (Intermediate 2).

For outcome 2 a checklist for observation of communication skills should include the following points:

- demonstration of tact and patience
- use of language at an appropriate level of formality
- vocabulary sentence structure appropriate to purpose and the needs of the client
- all essential information conveyed accurately and coherently
- uses of images/demonstrations as appropriate
- clear, audible speech
- use of appropriate body language: eye contact, posture, gesture appropriate to the client
- use of effective listening, questioning and guidance skills
- responses taking account of client's requests.

For outcome 3 a checklist for observation of performance should include the following points:

- tools selected maximise client's hair density, texture, hair movement, length.
- consideration is given to potential of adapting techniques to achieve desired effect.

National unit specification: support notes (cont)

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For outcome 4 a checklist for observation of performance should include the following points:

- gowning procedure
- hair is cut methodically
- client is consulted throughout
- style is accurately cut
- cutting techniques are adapted as required
- the desired look is achieved
- hygiene and safety
- aftercare advice

SPECIAL NEEDS

This unit specification is intended to ensure that there are no artificial barriers to learning or assessment. Special needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering alternative outcomes for units. For information on these, please refer to the SQA document *Guidance on Special Assessment and Certification Arrangements* (SQA, 1998).