



Group Award Specification for:

HNC Beauty Therapy

Group Award Code: GN87 15

HND Beauty Therapy

Group Award Code: GN88 16

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1 Introduction

This document was previously known as the Arrangements document. The purpose of this document is to:

- ◆ assist centres to implement, deliver and manage the qualification.
- ◆ provide a guide for new staff involved in offering the qualification.
- ◆ inform course managers teaching staff, assessors, learners, employers and HEIs of the aims and purpose of the qualification.
- ◆ provide details of the range of learners the qualification is suitable for and progression opportunities.

The revised Higher National Certificate/Diploma (HNC/HND) Beauty Therapy provides learners with an industry recognised qualification and the knowledge and skills necessary to work within the Beauty Therapy industry.

The titles reflect the competencies its successful learners will have achieved. The qualifications contain units that provide underpinning knowledge and skills to work within the Beauty Therapy industry as either an employee or on a self-employed basis. Mandatory units ensure that learners have essential product knowledge and the salon skills required to effectively carry out the duties of a Beauty Therapist. The range of optional credits allow learners to extend their portfolio of basic competencies and develop skills in popular treatments and services.

The HNC Beauty Therapy qualification is suitable for those who wish to pursue a career in Beauty Therapy. It is designed as a progression from National Qualification Units in Beauty Care or Wellness Therapies, SVQ in Beauty Therapy at SCQF level 6 or adult returners with occupationally relevant skills and experience. Learners who successfully complete the qualification may progress to an HND Beauty Therapy. HND Beauty Therapy learners may progress to commercially specific training or a degree programme for example, BA (Hons) Beauty Therapy Management.

The HNC/HND Beauty Therapy qualifications are suitable to be delivered as a full- or part-time course.

The Beauty industry continues to grow and is evidenced by the profusion of opportunities advertised through on-line recruitment sites where new jobs are added weekly. SkillsActive/HABIA is the Sector Skills Council, (the Government approved standards setting Council for Beauty, Hair, Nails and Spa sector) indicate the trend for growth is due to the influence of fashion, the desire to look younger and the increase in real disposable income. Statistics gathered by them for 2011–2012, indicate that annual turnover in the industry was £6.2 billion. Approximately 58% were employed and 42% worked on a self-employed basis, working from home, as a mobile therapist or renting rooms in hair-dressing salons. In May 2017, Indeed.co.uk quoted the average Scottish salary for those working in the industry as £21,348 (estimated over a 12-month period to May 2017 from 13,303 employers, users and past and present job advertisements on the site).

Most job advertisements require prospective employees to have an SVQ level 3 or an HNC qualification as minimum. Employers request an HND level qualification where the employee will be required to carry out a wider range of treatments, therapies and services, where the employer requires an individual with a higher degree of product knowledge and professional skills, and/or where the employee will have some supervisory capacity. Previously, there were numerous Beauty Therapy National Occupational Standards (NOS) to which the SVQ level 3 Beauty Therapy qualification was (and still is) required to strictly adhere. It is clear from employer feedback that they require potential employees to be well qualified in soft-skills, empathic communication. These skills are reflected in the revised HNC/HND.

The HNC/HND Beauty Therapy qualifications have been delivered by centres and accepted by industry for many years. The table below shows the overall entries and awards for HNC Beauty Therapy from 2005–2016.

HNC Beauty Therapy is in the top 15 of SQA Higher National Qualifications

Total entries from 2005–2016 for HNC Beauty Therapy:

Code	Level	Title	Entries
G7WX	15	Beauty Therapy	2,837

Total qualifications from 2005–2016 for HNC Beauty Therapy

Code	Level	Title	Entries
G7WX	15	Beauty Therapy	1,841

HND Beauty Therapy is in the top 10 of SQA Higher National Qualifications

Total entries from 2005–2016 for HND Beauty Therapy

Code	Level	Title	Entries
G7WY	16	Beauty Therapy	4,606

Total qualifications from 2005–2016 for HND Beauty Therapy

Code	Level	Title	Entries
G7WY	16	Beauty Therapy	1,335

The revised qualifications have been developed following consultation with a large number of Beauty Salons and Spas, as well as extensive input from delivering centres, who have been able to provide contextualised local trends through the close working relationships they have established with key employers. HABIA reports that although there is some innovation in the industry, most beauty treatments remain essentially the same. However, the consultation process has led to a more robust set of mandatory units which provide learners with a higher level of salon skills and product knowledge than the previous qualifications. Further responses to the consultations have resulted in the development of new units for body massage treatments, signature therapies (different types of massage treatments such as stone, shell, bamboo, etc), nail enhancements and eyelash and eyebrow enhancements, all of which have grown in popularity recently.

2 Qualifications structure

For the HNC Beauty Therapy qualification learners must achieve 12 SQA credits. It comprises 96 SCQF credit points of which 48 SCQF credit points are at SCQF level 7 in the mandatory section including a graded unit of 8 SCQF credit points at SCQF level 7. There is a minimum of 48 SCQF credit points available in the optional section of the HNC Beauty Therapy.

Learners must achieve all of the following mandatory units (6 SQA credits/48 SCQF credits).

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HX03	34	Beauty Therapy: Applied Anatomy and Physiology	2	16	7
HW0X	34	Beauty Therapy: Face and Body Treatment Packages	2	16	7
J1CT	34	Beauty Therapy: Professional Salon Skills	1	8	7
HW9X	34	Beauty Therapy: Graded Unit 1	1	8	7

Learners must achieve an additional 6 SQA credits/48 SCQF credits drawn from any combination of the following Optional units:

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HW0W	35	Beauty Therapy: Product Knowledge	1	8	8
HX01	34	Beauty Therapy: Hand, Foot and Nail Therapies	2	16	7
HW10	34	Beauty Therapy: Face and Body Electrotherapy	2	16	7
HW11	34	Beauty Therapy: Facial Therapy Treatments	2	16	7
HF7J	34	Body Massage Treatments	2	16	7
HW12	34	Beauty Therapy: Contemporary Aesthetic Treatments	1	8	7
HW13	34	Beauty Therapy: Make-up Skills	1	8	7
HF7L	34	Traditional Head Massage	1	8	7
HX02	34	Signature Massage	1	8	7
HW14	34	Liquid and Powder Nail Enhancements	1	8	7
HW15	34	Light Curing Gel Nail Enhancements	1	8	7
HW16	34	Eyelash Enhancements	1	8	7
HW17	34	Eyebrow Artistry	1	8	7
HW18	35	Spa Treatments	1	8	8
HF7K	34	Reflexology	2	16	7
HF7T	34	Aromatherapy Massage	2	16	7
HL92	35	Remedial Massage	2	16	8
HW19	33	Beauty Therapy: Depilation	1	8	6
HJ4W	34	Work Placement	1	8	7
DN6J	35*	Beauty Therapy: Electrical Epilation: Advanced	2	16	8
J123	34*	Beauty Therapy: Electrical Epilation	2	16	7

HND Beauty Therapy Structure

To achieve the full HND Beauty Therapy learners must achieve 30 SQA credits/240 SCQF credits. It comprises 240 SCQF credit points of which 56 are at SCQF level 8 in the mandatory section including a graded unit of 16 SCQF credit points at SCQF level 8. There is also a restricted mandatory group of SCQF level 8 units to allow centres and learners more flexibility. A minimum of 2 SQA credits/16 SQA credits must be taken from this group.

Group A — Mandatory units

Learners must achieve all of the following mandatory units (13 SQA credits/104 SCQF credits).

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HX03	34	Beauty Therapy: Applied Anatomy and Physiology	2	16	7
HW0X	34	Beauty Therapy: Face and Body Treatment Packages	2	16	7
J1CT	34*	Beauty Therapy: Professional Salon Skills	1	8	7
HW9X	34	Beauty Therapy: Graded Unit 1	1	8	7
HW0W	35	Beauty Therapy: Product Knowledge	1	8	8
HY28	35	Beauty Therapy: Advanced Facial and Body Therapy Techniques	2	16	8
HL8Y	35	Lifestyle Advice for Clients	1	8	8
HY27	35	Beauty Therapy: Promotional and Selling Skills	1	8	8
HY2R	35	Beauty Therapy: Graded Unit 2	2	16	8

Group B — Restricted mandatory units

Learners must achieve a minimum of 2 SQA credits/16 SCQF credits from this group:

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HY29	35	Beauty Therapy: Depilation Advanced	1	8	8
F2CL	35	Contemporary Spa Massage	1	8	8
HW18	35	Spa Treatments	1	8	8
F1BE	35	Seated Massage Therapy	1	8	8
HL92	35	Remedial Massage	2	16	8

Group C — Optional units

Learners must achieve between 11 SQA credits/88 SCQF credits and 15 SQA credits/120 SCQF credits from this group. The number of credits will be dependent on the number selected from Group B restricted mandatory units. The total credits required for the full HND is 30 SQA credits/240 SCQF credits.

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HW19	33	Beauty Therapy: Depilation	1	8	6
HX01	34	Beauty Therapy: Hand, Foot and Nail Therapies	2	16	7
HW10	34	Beauty Therapy: Face and Body Electrotherapy	2	16	7
HW11	34	Beauty Therapy: Facial Therapy Treatments	2	16	7
HF7J	34	Body Massage Treatments	2	16	7
HW12	34	Beauty Therapy: Contemporary Aesthetic Treatments	1	8	7
HW13	34	Beauty Therapy: Make-up Skills	1	8	7
HF7L	34	Traditional Head Massage	1	8	7
HX02	34	Signature Massage	1	8	7
HW14	34	Liquid and Powder Nail Enhancements	1	8	7
HW15	34	Light Curing Gel Nail Enhancements	1	8	7
HW16	34	Eyelash Enhancements	1	8	7
HW17	34	Eyebrow Artistry	1	8	7
HF7T	34	Aromatherapy Massage	2	16	7
HF7K	34	Reflexology	2	16	7
H7V5	34	Preparing a Formal Business Plan	2	16	7
J123	34*	Beauty Therapy: Electrical Epilation	2	16	7
DN6J	35*	Beauty Therapy: Electrical Epilation: Advanced	2	16	8
HJ4W	34*	Work Placement	1	8	7

3 Aims of the qualifications

The overall aim of the HNC/HND Beauty Therapy qualification is to provide a progressive and coherent qualification which will be responsive to the needs of learners, employers and those wishing to progress to Higher Education (HE). It will enable successful learners to make significant contributions to the efficient and effective running of a busy salon.

3.1 General aims of the qualification

All HNC/HND qualifications have a range of broad aims that are generally applicable to all equivalent HE qualifications:

- 1 Develop critical and evaluative thinking.
- 2 Develop problem solving.
- 3 Develop the ability to manage and absorb information.
- 4 Develop communication skills and presentation techniques.
- 5 Develop the ability to be flexible and to work co-operatively with others.
- 6 Develop personal effectiveness and self-reflection skills.
- 7 Develop the ability to take responsibility for one's own learning.
- 8 Develop study and research skills.
- 9 Develop skills in IT.
- 10 Develop current employment skills and expertise.
- 11 Provide opportunities for career planning.
- 12 Enhance employment prospects for learners undertaking the course/s.
- 13 Enable progression within the SCQF including progression to HE.

3.2 Specific aims of the qualifications

The specific aims of the HNC Beauty Therapy are to:

- 14 develop a sound understanding of the principles of anatomy and physiology in relation to the application of beauty therapy techniques.
- 15 develop knowledge, understanding and practical skills in a variety of standard beauty therapy treatments.

The specific aims of the HND Beauty Therapy are to:

- 16 enhance empathic client care skills.
- 17 enhance and extend knowledge, understanding and practical skills in a wide variety of beauty therapy treatments.
- 18 enhance confidence in using salon equipment.
- 19 enhance working practices to the current accepted professional standards within the industry.

3.3 Graded unit

Graded Unit 1

The purpose of the graded unit is to assess the learners' ability to retain and integrate the knowledge and/or skills gained in the mandatory units, to assess that the learner has met the specific aims of the group qualification and to grade learner achievement.

The graded unit will be assessed by practical activity. The graded unit will be assessed and a grade of A, B or C awarded.

Beauty Therapy Graded Unit 1 is a practical assignment. Learners must plan all aspects of a salon day to demonstrate how they would manage a successful column. They must plan to deliver a range of treatments, implement their plan by running the salon day undertaking a minimum of 6 treatments on different clients, demonstrating a range of practical skills. The range of treatments must be varied and include single, combination and short treatments. On a minimum of two clients multiple treatments must be carried out. The investigation will culminate in the learner evaluating the success of the planned day.

The work necessary to undertake the practical assignment will consolidate skills and knowledge acquired throughout the HNC Beauty Therapy and must reflect the content of the mandatory units of the award.

Graded Unit 2

Beauty Therapy Graded Unit 2 will be an investigation and practical activity. The learner will identify a client with a specific face and/or body condition and consult with the client to plan a course of treatment that will promote the client's specific conditions. Treatments may include: Anti-Ageing, active acne, acne scars, pigmentation marks, acne rosacea, cellulite, dull lifeless skin (this list is not exhaustive).

Learners will utilise the skills learned to analyse the condition, plan a treatment package for treating the client. Discuss the benefits and effects of the treatment, identifying contraindications which may prevent treatments. Performance will be on two individual clients, recording and monitoring any changes to the client's condition over the treatments.

The learner will then evaluate the treatment plan, performance and present their findings to a selected audience.

4 Recommended entry to the qualifications

HNC/HND Beauty Therapy

Entry to this qualification is at the discretion of the centre. The following information on prior knowledge, skills, experience or qualifications that provide suitable preparation for this qualification has been provided by the Qualification Design Team as guidance only.

Learners would benefit from having attained the skills, knowledge and understanding required by one or more of the following or equivalent qualifications and/or experience:

It is recommended that learners have some background knowledge and experience within the broad area of 'Beauty Therapy', this may comprise but is not restricted to:

- ◆ NQ Units at SCQF level 6
- ◆ SVQ/NVQ at level 3 in appropriate subjects
- ◆ Adult returners with occupationally relevant skills and experience
- ◆ A minimum of two Highers

Entry to the HND Beauty therapy is at the discretion of the centre. It is recommended that learners have completed the HNC Beauty Therapy or equivalent.

4.1 Core Skills entry profile

The Core Skill entry profile provides a summary of the associated assessment activities that exemplify why a particular level has been recommended for this qualification. The information should be used to identify if additional learning support needs to be put in place for learners whose Core Skills profile is below the recommended entry level or whether learners should be encouraged to do an alternative level or learning programme.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	5	Learners will be required to explain and describe body structures, therapy techniques and protocols for administering techniques, initially to peers, and later to clients in simulated and real working environments. Throughout the HNC/HND Beauty Therapy learners will engage in comprehensive consultation techniques.
Numeracy	5	Learners will be required to develop their awareness of the industry's need to meet financial targets, how they can be achieved and the learner's role in achieving these.
Information and Communication Technology (ICT)	5	Learners are required to research and produce information relating to equipment, protocols and new developments within the industry which will involve the use of ICT. The use of ICT within the Product Knowledge unit to research different product ranges is also required.
Problem Solving	5	Learners must apply correct protocols to the individuals they treat as all clients have different presenting conditions and needs. Learners have to decide on the most effective treatment(s) and/or method(s) and reflect on their own practice thereafter.
Working with Others	5	There are many formative situations whereby the learner must collaborate in group work with others. Additionally, as learners are exposed to realistic working environments, they must work with both clients and colleagues to achieve effective solutions within commercial timeframes.

5 Additional benefits of the qualification in meeting employer needs

This qualification was designed to meet a specific purpose and what follows are details on how that purpose has been met through mapping of the units to the aims of the qualification. Through meeting the aims, additional value has been achieved by linking the unit standards with those defined in National Occupational Standards and/or trade/professional body requirements. In addition, significant opportunities exist for learners to develop the more generic skill, known as Core Skills through doing this qualification.

5.1 Mapping of qualification aims to units

Code	Unit title	Aims																		
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
HX03 34	Beauty Therapy: Applied Anatomy and Physiology	X	X	X	X		X	X	X	X		X	X	X	X	X				
HW0W 35	Beauty Therapy: Product Knowledge	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW0X 34	Beauty Therapy: Face and Body Treatment Packages	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW0Y 34	Beauty Therapy: Professional Salon Skills	X	X	X	X	X	X	X	X	X	X	X	X		X	X				
HW19 33	Beauty Therapy: Depilation	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW9X 34	Beauty Therapy: Graded Unit 1	X	X	X	X		X	X	X	X	X	X	X	X	X	X				
HL8Y 35	Lifestyle Advice for Clients	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
HY28 35	Beauty Therapy: Advanced Facial and Body Therapy Techniques	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HY27 35	Beauty Therapy: Promotional and Selling skills	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HY29 35	Beauty Therapy: Depilation Advanced	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HY2R 35	Beauty Therapy: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HX01 34	Beauty Therapy: Hand, Foot and Nail Therapies	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW10 34	Beauty Therapy: Face and Body Electrotherapy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW11 34	Beauty Therapy: Facial Therapy Treatments	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HF7J 34	Body Massage Treatments	X	X	X	X	X	X	X	X	X	X	X		X	X					
HW12 34	Beauty Therapy: Contemporary Aesthetic Treatments	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
HW13 34	Beauty Therapy: Make-up Skills	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HF7L 34	Traditional Head Massage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				

Code	Unit title	Aims																		
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
HX02 34	Signature Massage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW14 34	Liquid and Powder Nail Enhancements	X	X	X	X	X	X	X	X	X		X	X	X	X	X				
HW15 34	Light Curing Gel Nail Enhancements	X	X	X	X	X	X	X	X	X		X	X	X	X	X				
HY28 35	Beauty Therapy: Advanced Facial and Body Therapy Techniques	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HW16 34	Eyelash Enhancements	X	X	X	X	X	X	X	X	X		X	X	X	X	X				
HW17 34	Eyebrow Artistry	X	X	X	X	X	X	X	X	X		X	X	X	X	X				
HF7T 34	Aromatherapy Massage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
HF7K 34	Reflexology	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
F2CL 35	Contemporary Spa Massage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HW18 35	Spa Treatments	X	X	X	X	X	X	X	X	X	X	X	X	X	X					X
F1BE 35	Seated Massage Therapy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HL92 34	Remedial Massage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
H7V5 35	Prepare a Formal Business Plan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

5.2 Mapping of National Occupational Standards (NOS)

List of National Occupations Standards for Beauty Therapy which have been used to Map the HNC/HND Beauty Therapy qualifications.

NOS Code	NOS Title
SAKBT16	Provide Body Massage Treatments
SKABT10	Provide Make-up Services
SKABT11	Instruct Clients in the use and Application of Skin Care Products and Make-up
SKABT17	Carry out Massage using Pre-blended Aromatherapy Oils
SKABT18	Provide Indian Head Massage
SKABT19	Provide Stone Therapy Massage
SKABT20	Provide Facial Electrical Treatments
SKABT21	Provide Body Electrical Treatments
SKABT26	Provide Electrical Epilation
SKABT4	Provide Facial Skin Care Treatment
SKABT5	Enhance the Appearance of the Eyebrows
SKABT6	Enhance the Appearance of the Eyelashes
SKABT7	Carryout Waxing Services
SKACHB12	Develop and Maintain your Effectiveness at Work
SKANS2	Provide Manicure Services
SKANS3	Provide Pedicure Services
SKANS6	Provide Gel Polish Services
CNH11	Provide Reflexology to Clients

5.2 Mapping of National Occupational Standards (NOS)

Code	Unit title	SKABT16	SKABT20	SKABT21	SKABT18	SKABT19	SKABT26	SKACHB12	SKABT4	SKABT5	SKABT6	SKABT7	SKABT10	SKANS6	SKABT26	SKANS3	SKANS2	SKABT17	CNH11
HX03 34	Beauty Therapy: Applied Anatomy and Physiology	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
HW0W 35	Beauty Therapy: Product Knowledge	X	X	X		X			X			X							
HW0X 34	Beauty Therapy: Face and Body Treatment Packages	X	X	X															
HW0Y 34	Beauty Therapy: Professional Salon Skills							X											
HY28 35	Beauty Therapy: Advanced Facial and Body Therapy Techniques								X										
HY27 35	Beauty Therapy: Promotional and Selling skills																		
HY29 35	Beauty Therapy: Depilation Advanced																		
HL8Y 35	Lifestyle Advice for Clients	X		X		X													
HW10 34	Beauty Therapy: Face and Body Electrotherapy		X	X															
HW11 34	Beauty Therapy: Facial Therapy Treatments		X	X															
HF7J 34	Body Massage Treatments	X																	
HW19 33	Beauty Therapy: Depilation											X							
HW12 34	Beauty Therapy: Contemporary Aesthetic Treatments	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			

Code	Unit title	SKABT16	SKABT20	SKABT21	SKABT18	SKABT19	SKABT26	SKACHB12	SKABT4	SKABT5	SKABT6	SKABT7	SKABT10	SKANS6	SKABT26	SKANS3	SKANS2	SKABT17	CNH11
HW13 34	Beauty Therapy: Make-up Skills												X						
HF7L 34	Traditional Head Massage				X														
HX02 34	Beauty Therapy: Signature Massage				X														
HW14 34	Liquid and Powder Nail Enhancements															X			
HW15 34	Light Curing Gel Nail Enhancements															X			
HW17 34	Eyebrow Artistry									X	X								
HW16 34	Eyelash Enhancement									X	X								
HL92 34	Remedial Massage	X			X											X			
HW18 35	Spa Treatments	X			X													X	
HF7K 34	Reflexology															X			X
HF7T 34	Aromatherapy Massage																	X	

5.3 Mapping of Core Skills development opportunities across the qualification

E= Embedded Core Skills, eg Core Skills embedded at SCQF level 5

X= Highlights opportunities to develop Core Skills

Unit code	Unit title	Communication			Numeracy		ICT		Problem Solving			Working with Others	
		Written (Reading)	Written (Writing)	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HX03 34	Beauty Therapy: Applied Anatomy and Physiology	X	X				X		E5				
HW0W 35	Beauty Therapy: Product Knowledge	X	X	X	X	X	X	X	E5	E5	E5		
HW0X 34	Beauty Therapy: Face and Body Treatment Packages		X	X					E5	E5	E5	X	X
HW0Y 34	Beauty Therapy: Professional Salon Skills			X			X	X	E5	E5	E5	X	X
HW9X 34	Beauty Therapy: Graded Unit 1	X	X	X			X	X	E6	E6	E6	X	X
HX013 34	Beauty Therapy: Hand Foot and Nail Therapies	X	X	X			X	X	E6	E6	E6	X	X
HW10 34	Beauty Therapy: Face and Body Electrotherapy	X	X	X	X	X	X	X	E5	E5	E5	X	X
HW11 34	Beauty Therapy: Facial Therapy Treatments	X	X	X			X	X	E5	E5	E5	X	X
HF7J 34	Body Massage Treatments	X	X	X			X	X	E6	E6	E6	X	X
HW19 33	Beauty Therapy: Depilation	X	X	X			X	X	X	X	X	X	X

Unit code	Unit title	Communication			Numeracy		ICT		Problem Solving			Working with Others	
		Written (Reading)	Written (Writing)	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HW12 34	Beauty Therapy: Contemporary Aesthetic Treatments	X	X	X			X	X	E5	E5	E5	X	X
HW13 34	Beauty Therapy: Make-up Skills	X	X	X			X	X	E5	X	X	X	X
HF7L 34	Traditional Head Massage	X	X	X			X	X	E6	E6	E6	X	X
HX02 34	Signature Massage	X	X	X			X	X	E6	E6	E6	X	X
HW14 34	Liquid and Powder Nail Enhancements	X	X	X			X	X	E5	X	X	X	X
HW15 35	Light Curing Gel Nail Enhancements	X	X	X			X	X	E5	X	X	X	X
HL8Y 35	Lifestyle Advice for Clients	X	X	X					E5	E5	E5	X	
HY28 35	Beauty Therapy: Advanced Facial and Body Therapy Techniques	X	X	X					X	X	X	X	
HY27 35	Beauty Therapy: Promotional and Selling Skills	X	X	X					X	X	X	X	
HY29 35	Beauty Therapy: Depilation Advanced	X	X	X					X	X	X	X	
HY2R 35	Beauty Therapy: Graded Unit 2	X	X	X					X	X	X	X	

5.4 Assessment strategy for the qualification

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Beauty Therapy: Applied Anatomy and Physiology	Closed-book responses. The assessment must cover: The skin, hair growth cycle, and the nail structures.	Closed-book questions. The assessment must cover: The skeletal and muscular systems. The closed-book extended response questions should be unseen by learners.	Closed-book questions covering: Cardio vascular system, lymphatic system and nervous systems.	Closed-book questions demonstrating understanding of the body systems as it related to beauty therapy by identifying and describing the benefits and effects on each body system.
Beauty Therapy: Product Knowledge	Research in open-book conditions, a professional skin care range for face and body and produce a comprehensive research report.	Perform by observed practical activity on a minimum of three occasions on different clients, each with a different skin condition/skin concern. Performance must cover one face, one body and one combined face and body treatment.	Evaluate the effectiveness of the product(s) selection and use for each client in relation to the treatment aims; considering self, client and assessor feedback.	
Beauty Therapy: Face and Body Treatment Packages	Carry out an observed comprehensive consultation with two clients and devise a multiple face and body treatment package for each client which will be carried out on three separate occasions. Each treatment package must be tailored to meet individual client needs and comprise of manual and electrical treatments.	Demonstrate by observed practical activity on two clients, on a minimum of three separate occasions that they are able to: manage and perform the planned multiple face and body treatment package for each client. Advice given to clients must be relevant to client needs and treatments performed.	Evaluate each multiple face and body treatment package applied and identify the degree of success achieved, considering treatment aims, benefits and effects of each treatment package and client and assessor feedback.	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Beauty Therapy: Professional Salon Skills	<p>Review Complete a self-assessment review of their strengths and weaknesses of each identified key essential skills</p>	<p>Demonstrate by observed practical performance on a minimum of two clients. The treatment combination can incorporate any treatment in which the learner has shown competence. Each client must receive a minimum of three treatments. An assessor observation checklist and accurately completed client consultation record and treatment plan should be used to support practical performance.</p>	<p>Demonstrate by observed practical performance on one occasion, on one client a skills test which reflects industry standards on which they will receive feedback from their assessor. Learners must complete an eyelash tint, half leg wax, file and polish and back neck and shoulder massage in a 75 minute session. Additional time should be given for consultation and preparation.</p>	<p>Feedback on consultation, organisation, application and sequencing and time management of the specified treatments must be included in the assessor feedback. An assessor feedback checklist should be used to support performance and feedback.</p>
Beauty Therapy: Graded Unit 1	<p>The graded unit will be assessed by a practical activity. The developed practical activity should provide learners with the opportunity to produce evidence that demonstrates they have met the aims of the <i>Beauty Therapy Graded Unit 1</i>.</p>			
Beauty Therapy: Advanced Facial Therapy Treatments	<p>Research project covering: Comprehensive research on the companies and products available, strengths and weaknesses of products.</p>	<p>Practical activity Plan, prepare and perform three of the above advanced facial therapy techniques.</p>	<p>Evaluative logbook:</p> <ul style="list-style-type: none"> ◆ evaluate and record the treatment and client feedback ◆ evaluate the effectiveness of treatment ◆ recommend future treatments to the client 	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Lifestyle Advice for Clients	A report in open-book conditions.	Consultation with client to, prepare, discuss and agree a lifestyle plan.		
Beauty Therapy: Promotional Skills/Selling	Research project to include: Research of current products and services used within the Beauty Therapy industry, including market trends, influencing trends, upselling techniques, cross selling techniques and how to close the sale.	A promotional strategy for Beauty Salon Products and Services in the form of a report, and a promotional leaflet.	Practical activity Advising and selling clients products and treatments available in the salon.	Evaluation of the promotion activity and selling techniques.
Beauty Therapy: Depilation Advanced	Research advanced depilation/waxing treatments and techniques to include: Hollywood, Brazilian, G-string, extended bikini, shaping, full back and chest, full leg from toe to bikini, outer ear, nostril (this list is not exhaustive).	Practical activity Plan, prepare and perform comprehensive client consultation for three different treatments.	Evaluative report To include: strengths and weaknesses, client and assessor feedback.	
Beauty Therapy: Graded Unit 2	The graded unit will be assessed by an Investigation. This provides learners with the opportunity to produce evidence that demonstrates they have met the aims of the <i>Beauty Therapy Graded Unit 2</i> . Learners will plan how they will manage the investigation. They must select two clients and plan a course of treatments; one face and one body. They will then apply the treatments and evaluate the results.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Beauty Therapy: Hand Foot and Nail Therapies	<p>Closed-book — Written paper</p> <p>Answer structured restricted response questions in closed-book conditions. The questions set must enable learners to demonstrate their understanding of essential knowledge relating to hand, foot and nail therapies.</p>	<p>Outcomes 2 and 3</p> <p>Demonstrate by observed practical performance on a minimum of five occasions that they are able to plan, prepare for, perform and evaluate the hand, foot and nail therapies treatment.</p> <p>Performance evidence must include one basic hand or foot treatment, one luxury manicure, one luxury pedicure, one toenail gel polish and one fingernail gel polish, (one of which must include a gel polish removal prior to an reapplication treatment).</p> <p>Performance must include the use of warm oil, paraffin wax, heated mitts, and heated bootees within luxury treatments.</p> <p>Finished polish looks must include light, dark and French.</p>		<p>Learners must review and evaluate the treatment effectiveness and self-reflect on their performance. The evaluation must include the observation of results, treatment success related to stated aims and any amendments to the treatment plan.</p>
Beauty Therapy: Face and Body Electrotherapy	<p>Research in open-book conditions electrotherapy treatments — infra-red, galvanic current, high frequency currents, faradic currents, micro-current, vacuum suction and microdermabrasion, then produce a report which must include:</p> <ul style="list-style-type: none"> ◆ principles of the electromagnetic spectrum and electrotherapy equipment ◆ effects/use of each specified 	<p>Practical activity</p> <p>Demonstrate by observed practical performance on a minimum of six occasions on different clients that they are able to plan, prepare for and perform electrotherapy treatments. Three treatments must be carried out on the face and three treatments must be carried out on the body.</p>	<p>Evaluate the effectiveness of electrotherapy treatments to include consultation techniques, the treatment taking account of how the client aims were met, aftercare and homecare advice given, client and assessor feedback.</p>	<p>Evaluate the effectiveness of each electrotherapy treatment applied considering treatment aims, effects of treatment, client and assessor feedback and self-reflection on performance.</p>

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
	electrotherapy treatment ♦ harmful effects of and precautions when carrying out each specified electrotherapy treatment			
Beauty Therapy: Facial Therapy Treatments	Practical activity and written paper. The consultation should be matched to the performance activity of Outcomes 2 and 3. Consult with the client to plan facial therapy treatments. The learner will be presented with short and extended response questions, it will be closed-book and completed in 90 minutes.	Practical activity Prepare and perform facial therapy treatments.	The evaluation should include the observation of results, treatment success related to stated aims, the benefits and effects of treatment (physical and psychological effects of the treatment), and any amendments to the treatment plan.	
Body Massage Treatments	Closed-book structured questions conducted under supervised conditions.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Beauty Therapy: Depilation	Answer structured questions in closed-book conditions. The questions set must enable learners to demonstrate their understanding of essential knowledge relating to depilation.	<p>The assessment of Outcomes 2 and 3 of this unit should be assessed holistically.</p> <p>Demonstrate by observed practical performance on a minimum of six areas on four different clients that they are able to plan, prepare for, perform and evaluate depilation treatments.</p>		
Beauty Therapy: Contemporary Aesthetic Treatments	Research contemporary aesthetic treatments. This open-book assignment should be meaningful. The assignment should underpin the whole treatment journey and act as a support/reference document for future treatments.	Observation checklist Prepare and perform contemporary aesthetic treatments.	Evaluation Provide aftercare and evaluate the effectiveness of contemporary aesthetic treatments.	
Beauty Therapy: Make-up Skills	Research current make-up looks.	Observation checklists will be used to record evidence of learners delivering aftercare/homecare advice to clients for the three chosen treatments. This outcome can be assessed holistically with Outcome 2 and with the practical aspects of Outcome 1.		

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Traditional Head Massage	Research project covering the history and main principles of head massage.	Completed client consultation record and assessor observation checklists.	Practical observation supported by completed client consultation record cards and assessor observation checklists.	
Signature Massage	Research in open-book conditions signature massage treatments — stone, shell, cane/bamboo and herbal compress.	Outcomes 2 and 3 — Practical activity Demonstrate by observed practical performance on a minimum of three occasions on different clients that they are able to plan, prepare for and perform full body signature massage treatments. The practical performance must demonstrate the correct application of two different types of signature massage treatments from stone, shell, cane/bamboo, herbal compress.		Learners must complete an evaluation log which evaluates the effectiveness of the treatment applied for each of the three different clients.
Liquid and Powder Nail Enhancements	Open-book structure assignment. Covering research of the nail structure, nail conditions, contraindications.	Demonstrate by observed practical activity on a minimum of two occasions (two full set applications: one natural and one pink and white French).	Learners will be required to demonstrate by practical activity on a minimum of two occasions (one infill/rebalance and one removal).	Evaluate the effectiveness of the treatment and self-reflect on their performance.
Light Curing Gel Nail Enhancements	Research in open-book conditions, the nail structure, common nail conditions, contra-indications to nail enhancements.	Demonstrate by observed practical activity on a minimum of two (two full set application, one natural and one pink and white French).	Practical activity — repair and maintenance of light curing Gel nail enhancements. (one infill/rebalance and one removal).	Evaluate the effectiveness of the treatment and self-reflect on their performance.

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Eyelash Enhancements	Research current eye enhancement treatments from a variety of sources, then produce, in open-book conditions, a written assignment which describes current eye enhancement techniques.	Demonstrate by practical activity on a minimum of three occasions eye enhancement treatments.	Prepare, perform and maintain one semi-permanent single lash enhancement and one removal.	Evaluative report or Log showing strengths and weaknesses of treatments and appropriate feedback.
Eyebrow Artistry	Research current eyebrow artistry treatments from a variety of sources, then produce in open-book conditions, a written assignment which describes current eyebrow artistry techniques.	Demonstrate by observed practical activity on a minimum of four occasions they are able to determine eyebrow design and shape of the eyebrow.	Demonstrate by observed practical activity on a minimum of four occasions that they are able to consult with the client to determine the desired eyebrow design, offering a variety of eyebrow artistry techniques.	Evaluative report or log showing strengths and weaknesses of treatments and appropriate feedback
Aromatherapy Massage	Closed-book, structured questions conducted under supervised conditions and open-book research.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	
Reflexology	Closed-book, structured questions conducted under supervised conditions and open-book, research.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	Practical observation supported by an accurately completed client consultation record and assessor observation checklist.	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Seated Massage Therapy	<p>This unit should be assessed holistically covering all outcomes. Evidence should include: Learner log book recording five individual treatments on different clients (consultation, record card and treatment evaluation) A case-study of five treatments performed on the same client. Observation checklist recording learner performance of a full chair massage treatment.</p>			
Spa Treatments	<p>Research a minimum of three spa treatments currently offered by the delivering centre to treatment.</p>	<p>Outcome 2 and 3 may be holistically assessed. Demonstrate by observed practical activity on a minimum of three single occasions, two on existing and one on a new client.</p>	<p>Evaluate the effectiveness of each spa treatment applied and identify the degree of success achieved considering treatment aims, benefits and effects of treatment.</p>	
Remedial Massage	<p>Answer structured restricted and extended response questions in closed-book conditions and a practical performance. The practical performance from outcome 1 can be holistically assessed with Outcomes 2 and 3.</p>	<p>Demonstrate by observed practical performance over a course of four treatments, on two clients with different musculoskeletal problems. The practical performance from Outcomes 1, 2 and 3 can be holistically assessed.</p>		
Prepare a Formal Business Plan	<p>Open-book assignment where the learner provides detailed information to produce an initial business plan.</p>	<p>Open-book assignment where the learner assesses individual personal qualities and skills in the context of the new business venture.</p>		

6 Guidance on approaches to delivery and assessment

6.1 Sequencing/integration of units

While sequence of delivery of the units is for individual centres to decide, centres may wish to give consideration to the assessment balance in each block/semester. In addition, centres are encouraged to integrate assessment where practicable to avoid unnecessary repetition and over assessment.

It is strongly recommended that direct entry learners to the HNC Beauty Therapy qualification achieve the following units prior to the delivery and assessing of the mandatory unit: *Beauty Therapy: Face and Body Treatment Packages*.

Recommended sequence for direct entry learners	Mandatory unit
Beauty Therapy: Facial Therapy Treatments	Beauty Therapy: Face and Body Treatment Packages
Beauty Therapy: Face and Body Electrotherapy	
Body Massage Treatments	

Learners who have progressed to HNC Beauty Therapy from Beauty Care at SCQF level 6 and SVQ Beauty Therapy SCQF level 6 may already possess the skills required for the mandatory unit *Beauty Therapy: Face and Body Treatment Packages*, therefore, centres may wish to select more appropriate units for these learners.

Learners must have achieved or be working towards the mandatory units prior to undertaking the *HND Beauty Therapy Graded Unit 1*.

The units in the HND Beauty Therapy can be delivered in any sequence however, learners must have achieved or be working towards the mandatory units prior to undertaking the *HND Beauty Therapy Graded Unit 2*.

Comparison Table: Conditions which may prevent/prohibit treatment (contra-indications) and Conditions which restrict treatment (special care conditions) applicable to massage units

Unit number and title:	HF7T 34 Aromatherapy Massage	HF7J 34 Body Massage Treatments	HX02 34 Signature Massage	HW18 35 Spa Treatment	HL92 35 Remedial Massage	H2CL 35 Contemporary Spa Massage	F1BE 35 Seated Massage Therapy
Section of Unit specification:	Evidence requirements	Evidence requirements	Support section	None identified. Specific to treatments delivered by the centre	Evidence requirements (specific to remedial massage)	None identified. Treatment specific	None identified but need to demonstrate knowledge in evidence requirements
Instrument of Assessment:	Outcome 1 Closed-book (questions)	Outcome 1 Closed-book (questions)	Outcome 1 Open-book (research)	Outcome 1 Open-book (research)	Outcome 1 Closed-book (questions)	Outcome 1 Open-book (research)	Outcome 3 Performance supported by supplementary questions
Conditions which may prevent/prohibit treatment (contra-indications)							
Contagious skin disease	X	X	X				
Dysfunction of the nervous system	X	X	X				
Recent scar tissue	X	X	X				
Undiagnosed lumps and swelling	X	X	X				
Acute soft tissue injuries					X		
Open wounds					X		
Bone and joint injuries					X		
Deep vein thrombosis					X		
Infectious skin disease					X		

Comparison Table: Conditions which may prevent/prohibit treatment (contra-indications) and Conditions which restrict treatment (special care conditions) applicable to massage units

Unit number and title:	HF7T 34 Aromatherapy Massage	HF7J 34 Body Massage Treatments	HX02 34 Signature Massage	HW18 35 Spa Treatment	HL92 35 Remedial Massage	H2CL 35 Contemporary Spa Massage	F1BE 35 Seated Massage Therapy
Conditions which restrict treatment (special care conditions)							
Undergoing medical treatment	X	X	X				
Uncontrolled diabetes	X	X	X		X diabetes		
Epilepsy	X	X	X		X		
High blood pressure	X	X	X				
Low blood pressure	X	X	X				
History of thrombosis or embolism	X	X	X				
Medication	X	X	X				
Pregnancy	X	X	X				
Piercings	X	X	X				
Cuts and abrasions	X	X	X				
During cancer treatment	X	X	X				
Varicose veins		X	X		X		
Metal pins/plates		X	X				
Myositis ossificans					X		
Melanoma					X		
Tumours					X		
Haemophilia					X		
Osteoporosis					X		
Asthma					x		
Any form of arthritis					X		
Any chronic disorder of any system of the body					X		

Comparison Table: Conditions which may prevent/prohibit treatment (contra-indications) and Conditions which restrict treatment (special care conditions) applicable to massage units

Opportunities for cross referencing and integration of assessment:

Cross referencing assessment —

HF7J 34 Body Massage Treatments

The opportunity exists within this unit (HF7J 34) to cross reference the contra-indications and special care conditions **with the exception of varicose veins, metal pins/plates**, applicable to outcome 1 where these have been successfully achieved in the closed-book written assessment in HF7T 34 *Aromatherapy Massage*.

HF7T 34 Aromatherapy Massage

The opportunity exists within this unit (HF7T 34) to cross reference the contra-indications and special care conditions applicable to outcome 1 where these have successfully been achieved in the closed-book written assessment in HF7J 34 *Body Massage Treatments*.

HX02 34 Signature Massage

The opportunity exists within this unit (HX02 34) to cross reference contra-indications and special care conditions applicable to outcome 1 where these have been successfully achieved in the closed-book written assessment from either of the following units:

HF7J 34 *Body Massage Treatments* (all)

HF7T 34 *Aromatherapy Massage* (with the exception of special care conditions varicose veins, metal pins/plates)

Contra-indications and special care conditions cannot however be cross referenced from the open-book assessment in this unit (HX02 34) to a closed-book assessment.

6.2 Recognition of prior learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full group qualification may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full group qualification.

The recognition of prior learning may **not** be used as a method of assessing in the following types of units and assessments:

- ◆ HN Graded Units
- ◆ Course and/or external assessments
- ◆ Other integrative assessment units (which may or not be graded)
- ◆ Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the unit
- ◆ Where there is an existing requirement for a licence to practice
- ◆ Where there are specific health and safety requirements
- ◆ Where there are regulatory, professional or other statutory requirements
- ◆ Where otherwise specified in an assessment strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website www.sqa.org.uk.

The following sub-sections outline how existing SQA unit(s) may contribute to this group qualification. Additionally, they also outline how this group qualification may be recognised for professional and articulation purposes.

6.2.1 Articulation and/or progression

On completion of the HNC Beauty Therapy learners may progress to the HND Beauty Therapy. Learners may also seek employment within the Beauty/Spa industry.

6.2.2 Credit transfer

The following table is provided for guidance and highlights opportunities for learners moving from old units to new units.

Old unit code	Old unit title	New unit code	New unit title	Credit transfer details
DN6Y 34	Beauty Therapy: Management and Practices of Facial Therapies	HW0X 34	Beauty Therapy: Face and Body Treatment Packages	Partial credit transfer
DN6X 34	Beauty Therapy: Management and Practices of Body Therapies	HW0X 34	Beauty Therapy: Face and Body Treatment Packages	Partial credit transfer
DN6R 35	Product Knowledge	HW0W 35	Beauty Therapy: Product Knowledge	Partial credit transfer

Old unit code	Old unit title	New unit code	New unit title	Credit transfer details
F9T5 34	Human Anatomy and Physiology for Beauty and Complementary Therapy	HX03 34	Beauty Therapy: Applied Anatomy and Physiology	Partial credit transfer if learners have covered the body systems
DN6E 34	Beauty Therapy: Contemporary Aesthetic Treatments	HW12 34	Beauty Therapy: Contemporary Aesthetic Treatments	Full credit transfer
DN6G 33	Beauty Therapy: Depilation	HW19 33	Beauty Therapy: Depilation	Full credit transfer
DN6N 33	Beauty Therapy: Make-up	HW13 34	Beauty Therapy: Make-up Skills	Partial credit transfer
DN6V 35	Spa Treatments 1	HW18 34	Spa Treatments	No credit transfer
DN6L 33	Indian Head Massage	HF7L 34	Traditional Head Massage	Partial credit transfer
DN7R 33	Beauty Therapy: Hand and Foot Therapy	HX01 34	Beauty Therapy: Hand, Foot and Nail Therapies	Partial credit transfer
DN7T 33	Beauty Therapy: Nail Extensions	HW15 34 HW14 34	Liquid Curing Gel Nail Enhancements Liquid and Powder Nail Enhancements	No credit transfer No credit transfer
DN6K 33	Beauty Therapy: Facial Treatments	HW11 34	Beauty Therapy: Facial Therapy Treatments	Partial credit transfer
DN6C 33	Body Massage	HF7J34	Body Massage Treatments	Partial credit transfer
F1BG 33	Stone Therapy	HX02 34	Signature Massage	Partial credit transfer
DN6T 35	Beauty Therapy: Remedial Massage	HL92 35	Remedial Massage	Full credit transfer
F1B7 34	Aromatherapy	HF7T 34	Aromatherapy Massage	Partial credit transfer
F1B0 34	Reflexology	HF7K 34	Reflexology	Full credit transfer
DN80 33	Beauty Therapy: Face and Body Electrotherapy	HW10 34	Beauty Therapy: Face and Body Electrotherapy	Full credit transfer
DN6W 35	Lifestyle Advice for Clients	HL8Y 35	Lifestyle Advice for Clients	Full credit transfer

6.3 Opportunities for e-assessment

Although there is currently no specific material e-assessments available, some of the units may lend themselves to the use of e-portfolios.

6.4 Support materials

A **list of existing ASPs** is available to view on SQA's website.

6.5 Resource requirements

Centres should provide a suitable 'salon environment' in which learners can perform practical activities that will simulate the real working environment and have access to equipment and products required for the HNC/HND Beauty Therapy. Learners should have access to a wide variety of current publications, on-line resources and relevant journals to support the level of independent research and underpinning knowledge required.

7 General information for centres

Equality and inclusion

The unit specifications making up this group qualification have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will 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.

Internal and external verification

All instruments of assessment used within this/these qualification(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* (www.sqa.org.uk/GuideToAssessment).

8 Glossary of terms

Embedded Core Skills: is where the assessment evidence for the unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the unit will be automatically certificated for the Core Skill. (This depends on the unit having been successfully audited and validated for Core Skills certification.)

Finish date: The end of a group qualification's lapsing period is known as the finish date. After the finish date, the group qualification will no longer be live and the following applies:

- ◆ learners may not be entered for the group qualification
- ◆ the group qualification will continue to exist only as an archive record on the Qualifications Processing System (APS)

Graded unit: Graded units assess learners' ability to integrate what they have learned while working towards the units of the group qualification. Their purpose is to add value to the group qualification, making it more than the sum of its parts, and to encourage learners to retain and adapt their skills and knowledge.

Lapsing date: When a group qualification is entered into its lapsing period, the following will apply:

- ◆ the group qualification will be deleted from the relevant catalogue
- ◆ the group qualification specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
- ◆ no new centres may be approved to offer the group qualification
- ◆ centres should only enter learners whom they expect to complete the group qualification during the defined lapsing period

SQA credit value: The credit value allocated to a unit gives an indication of the contribution the unit makes to an SQA Group Qualification. An SQA credit value of 1 given to an SQA unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk.

SCQF credit points: SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National unit credit is equivalent to 6 SCQF credit points. One National unit credit at Advanced Higher and one Higher National unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. HNCs and HNDs are available at SCQF levels 7 and 8 respectively. Higher National units will normally be at levels 6–9 and Graded units will be at level 7 and 8. National Qualification Group Qualifications are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. This document is the latest version and incorporates the changes summarised below. Centres are advised to check SQA's APS Navigator to confirm they are using the up to date qualification structure.

NOTE: Where a unit is revised by another unit:

- ◆ No new centres may be approved to offer the unit which has been revised.
- ◆ Centres should only enter learners for the unit which has been revised where they are expected to complete the unit before its finish date.

Version Number	Description	Date
07	Beauty Therapy: Electrical Epilation (J123 34). Unit changed from 1 Credit to 2 Credit unit and from 8 SCQF credit points to 16 SCQF credits.	31/08/20
06	Typo - Work Placement HJ4W 34 corrected Comparison table and text for 'Opportunities for cross referencing and integration of assessment' added to Section 6.	17/04/20
05	Revised credit transfer mapping	03/10/19
04	Addition to Unit: HJ4W 34 Work Placement has been added to the HND framework only	22/03/19
03	Addition to Unit: DN6J 35 Beauty Therapy: Electical Epilation: Advanced has be added to both HNC/HND framework	17/01/19
02	Revision of Unit: HW0Y 34 Beauty Therapy: Pofessional Salon Skills (finished 31/07/2018) has been replaced by J1CT 34 Beauty Therapy: Pofessional Salon Skills (Start Date 01/08/2018) HJ4W 34 Work Placement has been added to the optional section of the HNC framework only.	29/08/18

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of this qualification.

9 General information for learners

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

This qualification offers you the opportunity to gain the practical experience to allow you to prepare for working as a Beauty Therapist in a Professional Beauty/Spa Environment or to progress further in your studies.

The mandatory units of the HNC and HND which are essential to a career in Beauty Therapy are:

HNC

- ◆ Applied Anatomy and Physiology
- ◆ Face and Body Treatment Packages
- ◆ Professional Salon Skills

HND

- ◆ Promotional and Selling Skills
- ◆ Advanced Facial and Body Therapy Techniques
- ◆ Lifestyle Advice for Clients
- ◆ Product Knowledge

The selection of the optional units cover a range of different therapies you will require to work in the Beauty Therapy industry. These include specialist areas such as:

- ◆ Body Massage Treatments
- ◆ Face and Body Electrotherapy
- ◆ Facial Therapy Treatments
- ◆ Contemporary Aesthetic Treatments
- ◆ Signature Massage
- ◆ Spa Treatments.
- ◆ Hand, Foot and Nail Therapies
- ◆ Make-up Skills
- ◆ Liquid and Powder Nail Enhancements
- ◆ Light Curing Gel Nail Enhancements
- ◆ Eyelash Enhancements
- ◆ Eyebrow Artistry
- ◆ Reflexology

Good communication skills and professional etiquette are essential to work within the Beauty Therapy/Spa industry.

You will learn to carry out in-depth consultations with clients to ascertain the aims of the therapy to be applied, provide a rationale for your chosen therapy, prepare the treatment area and effectively perform the treatments. An empathic approach to clients and colleagues should be demonstrated and client confidentiality adhered to.

As part of your course you will undertake a variety of assessment methods to develop your knowledge and skills, eg research, investigations, closed-book written assessment, practical performance.

Aspects of the Core Skill of *Problem Solving*, that is, Planning and Organising, Critical Thinking, and Reviewing and Evaluating, will be naturally developed as the contemporary aesthetic treatment is planned and safely undertaken. In planning the treatment, you will identify and analyse a range of factors including suitable products, equipment and techniques to ensure the treatment meets the needs of each individual client. The treatment experience must ensure client comfort and safety. Taking account of timing sequence and duration will require good planning and organisational skills. Compliance with health and safety legislation is integral to achievement. Analytical evaluation of the effectiveness of treatments in relation to identified aims could be enhanced by formative group discussion.

Communication skills are not formally assessed, however you will be expected to present Oral and Written communication to an acceptable professional standard. Skills in accessing and analysing information on CAT effects and techniques should be developed to provide underpinning knowledge on professional issues and resources. Evaluation of information accessed should be encouraged in order to assure that information is accurate and current.

Oral communication skills will be developed in practical work with clients where interaction must be professional, sensitive and empathic. Communicating appropriate information to clients, explaining and reassuring during treatment sessions and giving aftercare advice and specific relevant lifestyle advice will be an essential aspect of competence. You should be fully aware of a range of active listening techniques in order to relate and respond to others in the most appropriate and effective way, adapting language, and approach to suit their purpose and clientele.