

Apprenticeship standard (England only)




Beauty Professional – Beauty Therapist

Industry: Hair and Beauty

City & Guilds code: 9129

LARS number: 363



-  **Typical duration: 15 months**
-  **Funding band: £7,000***
-  **Level 2**

*Funding bands from May 2017

On-programme mandatory qualification (7003) Available

End-point assessment (EPA): Available from November 2019

A Beauty Therapist works in one of the largest, trusted, professional and continually expanding industries within the Hair and Beauty Sector. The work environment can be varied in size, style and ambiance, from a cruise ship, through to small bespoke salons or luxury high end beauty salons and spas. A Beauty Therapist works independently or as part of a team supported by a manager when completing treatments as a key part of a beauty business. They demonstrate a willingness to learn, have an enquiring and curious mind and are enthusiastic to learn about their chosen career. In addition, they exhibit a good work ethic applied to learning, drive and commitment to learn and maintain continual professional development. They deliver essential one-to-one beauty therapy treatments whilst maintaining the organisation's image, financial viability and reputation. They complete all duties and treatments within the scope of the occupational role in accordance with legal, industry and organisational requirements within commercially viable times. They act with professionalism, without supervision and observe safe working practices to a high level of precision.

City & Guilds – helping you with an expert solution

There are four stages where we can work together to help your apprentices from the start through to successful completion of their training.



Plan

Helping you plan and prepare for the new standards with a bespoke solution to make the most of your investment in apprentices.



Attract

Simple online vacancy and candidate set up, TalentPortal can connect you to the talent you need to fill your apprenticeship vacancies.



Deliver

High-quality, online and offline content to help draw out the skills, knowledge and behaviours to prepare apprentices for end-point assessment as well as tracking options to monitor performance.



Assess

Support for you and your apprentices to prepare for end-point assessment by our first-rate, fully trained assessors. Our simple, flexible service meets the demands of your team and your partners.

The City & Guilds Beauty Professional – Beauty Therapist apprenticeship

The apprentice journey



1 On-programme (deliver)

Training and development takes place during this part of the apprenticeship. It may include a qualification if set in the standard.

Formative assessment of skills, knowledge and behaviours is required in the delivery of the standard and this will be outlined in the assessment plan.

Apprentices have to reach a minimum level of maths and English set by the standard. If they've not previously achieved this, they'll need further study and support.

1 On-programme: what apprentices need to learn

Apprentices need to complete 20% off-the-job training during on-programme and specific rules govern this vital element. You can track and authorise the 20% through our e-portfolio, Learning Assistant.

Skills and knowledge

- Professionalism and values.
- Safe working practices.
- Provide waxing services.
- Provide hand and nail treatments.
- Provide foot treatments.
- Provide facial treatments.
- Provide eyelash and eyebrow treatments.
- Provide make-up application.
- Provide basic massage treatments.

Behaviours

- Personal and professional ethics.
- Flexible and positive attitude.
- Maintain client care principles and practices.

Our resources and tools that support on-programme delivery

Our core content for this standard covers Prevent, British values, equality and diversity, and health and safety which give you the basics to deliver the standard and satisfy regulators. It's a blend of e-learning and downloadable content. We also have:



Mandatory qualification

7003-12 Level 2 Diploma for Beauty Professionals - Beauty Therapist Mapped to the content of the apprenticeship standard and assessed by either multiple-choice online test or short answer questions.



Learning Assistant

Innovative and cost effective e-portfolio solution that lets you dramatically improve the delivery of their apprenticeship standards by tracking apprentices' progress online in real time. And helps authorise and evidences 20% off-the-job learning.



SmartScreen

Virtual learning-engaging and interactive e-learning modules allow apprentices to work at their own pace. The content covers majority of modules, preparing apprentices for their end-point assessment. Tutors can track activity and results.



Guidance documents

- Guidance for apprentices and training providers to help prepare the apprentice for their end-point assessment will be available.
- Qualification handbook.
- Learner logbook.

Maths and English requirements

If your apprentices need to complete maths and English, our popular Functional Skills qualifications fit within apprenticeship programmes and cover the core maths and English requirement for the workplace and further study. We have an extensive support package available, including e-Functional Skills, and an online teaching and learning platform, which guides learners from an initial and a diagnostic assessment, through to being exam ready.

Find out more: [cityandguilds.com/functionalskills](https://www.cityandguilds.com/functionalskills)

The City & Guilds Beauty Professional – Beauty Therapist apprenticeship



2 Gateway

The employer and provider must sign off the apprentice as ready to move on to end-point assessment.



3 Assess

The end-point assessment must demonstrate that the apprentice can perform in the occupation in a fully competent, holistic and productive way.

The assessment will be graded if required by the standard.

The assessment organisation and assessor must be independent of, and separate from, the training provided by the provider and employer.



4 Apprenticeship certificate

On successful completion, the end-point assessment organisation will apply to the Education and Skills Funding Agency (ESFA) for the apprenticeship certificate. The certificate is sent to the apprentice's employer.

2 Gateway

Apprentices must have achieved the Level 2 Diploma for Beauty Professionals - Beauty Therapist qualification and achieved the required level 1 qualification (or equivalent) in English and maths and taken the Level 2 English and maths test before being placed forward for the EPA. For those with an education, health and care plan or a legacy statement the apprenticeships English and maths minimum requirement is Entry Level 3. British Sign Language qualifications are an alternative to English qualifications for those whom this is their primary language.

This will be when the employer, in consultation with the training provider if appropriate, considers the apprentice is competent and can consistently demonstrate the KSB set out in the Standard.

The apprentice will have been on the apprenticeship programme for a minimum of 12 months before taking the EPA.

3 End-point assessment (EPA): how apprentices demonstrate their learning

EPA is the final stage that an apprentice goes through to complete their apprenticeship. The apprentice must show their learning to an independent end-point assessor and the overall grades available are fail, pass or distinction. Assessment events are:



Knowledge test

Each knowledge test will be assessed by multiple-choice questions and will be available online and on-demand.

The knowledge test will take 60 minutes and will be made up of 40 questions that will cover the knowledge requirements of the standard.



Practical observation

The apprentice will be observed by the independent EPA organisation completing a range of treatments on a number of clients to industry standards and within commercial timings.

Our resources and tools that support end-point assessment

We're applying to be on the register of end-point assessment organisations for this standard. Our EPA service includes support resource as well as flexibility around assessment delivery and a dedicated EPA team to support you.



EPA preparation tool

Online content to help the apprentice feel ready for their EPA experience.

Personalised to their confidence levels and the standard, they're sent free access details once they're registered with us for EPA.



EPA team

Our dedicated EPA team is on hand to help with bookings and questions on anything from the assessment process to evidence portfolios.



EPA pack and guidance

Let our support, including short videos and how to guides help you get to grips and stay on track with the EPA process.



4 Apprenticeship certification

The apprentice will receive their Institute for Apprenticeships (IfA) apprenticeship certificate. Apprentices that complete a City & Guilds EPA will receive a City & Guilds statement of achievement for end-point assessment.

The City & Guilds Beauty Professional – Beauty Therapist apprenticeship

Progression in the Beauty industries with City & Guilds

This apprenticeship is part of our wider offering in the Beauty sector. We provide the following opportunities.



This apprenticeship standard was developed to meet the needs of employers and designed with input from an employer group including: Hammer Holdings/ Urban Retreat, Armonia Health and Beauty, SAKS, Dermalogica, Ragdale Hall, Guinot-Mary Cohr UK Ltd, Boots, Sterex, UR Beautiful, Kenneth Green and Clarins.

How our offer supports you:

Supportive payment structure

When you choose us for EPA you pay a small registration fee and the balance once the EPA has taken place and results submitted.

Personal support

Our Technical Advisors, Business Managers and Customer Service teams are on hand to help you with all aspects of apprenticeships.

Specialist online tools

Our e-Functional Skills can boost maths and English; Skills Zone develops workplace behaviours and skills; and our e-portfolio, Learning Assistant, lets you manage assignments and track the 20% off-the-job training requirement.

Events and webinars

We deliver a range of events and webinars run by industry specialists to advise and guide you, including regional networking and CPD events.



More information

If you're a City & Guilds centre, visit Walled Garden or contact your Business Manager to find out prices and if any elements are extra to the package. If you're a new customer, contact apprenticeships@cityandguilds.com to find out more.

Or visit cityandguilds.com/apprenticeships for full information on our apprenticeship products and services. Visit i-l-m.com/apprentice for information on management apprenticeships.