

Apprenticeship standard (England only)




Hair Professional

Industry: Hair & Beauty

City & Guilds code: 7002

LARS number: 157



-  **Typical duration: 24 months**
-  **Funding band: 9 (£9,000)***
-  **Level 2**

*Funding bands from May 2017

On-programme learning: Available

Mandatory qualification (7002): Open for registrations

End-point assessment (EPA): Open for registrations

Hairdressers shampoo and condition hair, cut hair using a range of techniques, style and finish hair to create a variety of looks, and colour and lighten hair for women and men. Barbers shampoo and condition hair, cut hair using barbering techniques, style and finish hair, cut facial hair into shape and provide shaving services for men.

City & Guilds has a long-standing relationship with the hair and beauty sector and our industry advisory group made up of specialists and professionals help us keep our approach up to date and in line with what the industry needs.

The new standard was approved by the ESFA in March 2016 and replaces the current Specification of Apprenticeship Standards for England (SASE) framework.

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 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

On-programme is the learning phase for apprentices to pick up the skills, knowledge and behaviours set in each standard. Apprentices need to complete 20% off-the-job training during the on-programme phase of their apprenticeship. Specific rules govern this and it must take place in the apprentice's contracted hours.

The learning is mainly through on-the-job experience in a salon environment.

Apprentices start a Level 2 Diploma for Hair Professionals (Hairdressing/Barbering) in the on-programme stage, and complete it at EPA. The core behaviours apprentices develop include: awareness of health and safety, working without supervision to a high level of precision, effective communication with colleagues and customers and an exceptional level of customer care.

There are two occupational routes - hairdressing and barbering.

Hairdressing option includes:

Unit 201
Consultation

Unit 202
Shampoo, condition and treat the hair and scalp

Unit 203
Cut hair using a range of techniques to create a variety of looks

Unit 204
Style and finish hair using a range of techniques to create a variety of looks

Unit 205
Colour and lighten hair using a range of techniques

Optional unit

Unit 206
Perming hair

Unit 207
Hair relaxing treatments and techniques

Unit 208
Hair extension services

Barbering option includes:

Unit 201
Consultation

Unit 202
Shampoo, condition and treat the hair and scalp

Unit 209
Cutting hair using barbering techniques to create a variety of looks

Unit 210
Style and finish men's hair

Unit 211
Cut facial hair into shape

Unit 212
Shaving services

There are no optional units for barbering.

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

Our Level 2 Diploma for Hair Professionals (7002) gives apprentices the Hairdressing Professional Standard alongside the EPA module.



Apprenticeship training manual

- Unit planners
- Scope records
- Summary of unit achievement
- Coverage of values and behaviours
- Helpful pictures, hints, tips and quotes from industry
- Useful glossary



Learning Assistant (e-portfolio)

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.



Guidance documents

- Handbooks containing the knowledge qualifications with learning guidance.
- Advice on gathering evidence for the practical standards and behaviours.
- Qualification handbook.

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)



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 complete all the on-programme assessment requirements for the Diploma for Hair Professionals and achieved Level 1 English and maths and take the test for Level 2 if they haven't already achieved this.

3 End-point assessment: how apprentices demonstrate their learning

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



Practical observation

The apprentices must complete a range of services on at least two models to industry standards and within commercial timings.



Oral questioning

The apprentice's consultation skills, communication skills, safe working practices, professionalism, values and behaviours will also be assessed by oral questioning.

Find out more at:

cityandguilds.com/apprenticeships

Our resources and tools that support end-point assessment

We are on the register of end-point assessment organisations and 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

As well as receiving their Institute for Apprenticeships (IfA) apprenticeship certificate, the apprentice will receive a City & Guilds statement of achievement for end-point assessment.

Progression with City & Guilds Group

This apprenticeship is part of our wider offering in the sector and you can develop new and existing talent with ILM management apprenticeships including: Team Leader/ Supervisor Level 3; Operations/Departmental Manager Level 5; Chartered Manager Degree Level 6 and the Senior Leader Master's Degree Level 7.



Developed with an employer group including: Richard Ward Hair and Metrospa, Urban Retreat, Regis UK, SAKS, Toni & Guy, Philosophy Hairdressing, UR Beautiful Ltd, Fusion Hair & Beauty, Rogers of Chell Barber Shops, Phaze 1 Hair and Nail and Beauty Lounge Ltd, That Nail Place, Armonia, RG Hairdressing, Alan D Hairdressing, Andrew Collinge, Lady PJ Hairdressing, Rubies Hairdressing and The Master Barber's Shop.

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.