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| Level 2 End-point Assessment discretion for ST0213/AP01 Hair Professional(7002-52) |

**May 2021 Version 1.0**

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| Version and date | Change detail | Page/Section |
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1. Introduction

### What is in this document

Recording forms to be used by Centres/End-point Assessment Customers/Employers including:

* On-programme competency statement form
* Declaration of authentication – Portfolio of evidence form
* Portfolio of evidence reference form

This document must be used alongside the Assessment Pack for Centres / End-point Assessment Customers / Employers.

### How to use forms

Centres/End-point Assessment Customers/Employers/Training Providers must use the forms provided by City & Guilds in the format laid out in this document.

**Competency statement form**

**Declaration of authenticity form**

This form must be completed and submitted along with the Collection of looks (Portfolio) evidence reference form.

**On-programme package of information evidence reference form**

In this form the evidence reference column should indicate the evidence reference number which should also be found on the header of the relevant piece of evidence.

The evidence type column should indicate the type of evidence submitted, for example witness testimony.

For colouring the reference form should also capture which Colour manufacturer & products used during on programme assessment.

**Note: The evidence reference form must be uploaded as a word processing document.**

### Hairdressing Competency statement form

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice name: |   | Enrolment no. |  |

|  |  |
| --- | --- |
| Theme | Competency statement |
| **Ways of working and behaviours**Pass descriptor:The apprentice is capable of managing and running a column within expected service times, works safely and hygienically at all times and has a professional approach to work. |  |
| **Technical skills** * **Consultation**
* **Shampoo & Condition**
* **Cut hair using a range of techniques**
* **Styling & finish hair using a range of techniques**
* **Colour and lighten hair using a range of techniques**

Pass descriptor:The apprentice can competently use a range of techniques, methods, tools and products to achieve accurate finished looks.  |  |
| **Customer service**Pass descriptor:The apprentice maintained client comfort throughout all services. |  |

**Training Provider Disclaimer**

The examples provided within this competency statement are a true and accurate account of real work-based examples. The apprentice has been observed carrying out work-based activities where they have shown practical competency against the standard.

|  |  |
| --- | --- |
| **On-programme assessor name:** |  |
| **On-programme assessor signature:** |  |
| **Date** |  |

**Employer Disclaimer**

The examples provided within this competency statement are a true and accurate account of real work-based examples. The Apprentice has been observed carrying out work-based activities where they have shown practical competency against the standard.

|  |  |
| --- | --- |
| **Name:** |  |
| **Signature:** |  |
| **Role:** |  |
| **Date** |  |

### Declaration of authentication – On-programme package of information form

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice name: |   | Enrolment number |  |

**Apprentice declaration:**

**I confirm that all work submitted is my own, and that I have acknowledged any sources I have used.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Apprentice** |  | **Date** |  |

**Line manager declaration:**

**I confirm that all work was conducted under conditions designed to assure the authenticity of the Apprentice’s work, and am satisfied that, to the best of my knowledge, the work produced is solely that of the apprentice**

|  |  |  |  |
| --- | --- | --- | --- |
| **Line manager** |  | **Date** |  |

**Training Provider declaration (if appropriate):**

**I confirm that the evidenced presented by the Apprentice is ready for End-Point Assessment. It is valid, authentic, reliable, current, and sufficient to meet the requirements of the relevant standard.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Training Provider** |  | **Date** |  |

### Assessment 7002-52: Hairdressing – On-programme package of information evidence reference form

| **Standard reference** | **Evidence type****Employer /Training Provider only** | **Evidence reference****Employer /Training Provider only** | **Evidence meets EPA****IEPA only** | **IEPA comments****IEPA only** |  |
| --- | --- | --- | --- | --- | --- |
| **Shampoo, condition and treat the hair and scalp** |
|  | Shampoo, condition and treat the hair and scalp |  |  |  |  |
| **Cut hair using a range of techniques - One creative restyle and finish using a minimum of three cutting techniques and finish.** |
|  | Creative restyle |  |  |  |  |
|  | Other cutting techniques (if needed) |  |  |  |  |
| **Colour and lighten hair using a range of techniques - Two colour and/or lightened hair techniques using a minimum of two products:*** **one woven highlights/lowlights (needs to be woven to the roots)**
* **one other colouring technique.**
 |
|  | Colour manufacturer & products used: |  |
|  | Woven highlights/lowlights-(needs to be woven to the roots) |  |  |  |  |
|  | One other colouring technique  |  |  |  |  |
| **Styling & finish hair using a range of techniques to create a variety of looks** * **blow dry which must create volume, movement and curl**
* **a hair up style, 80% of the hair should be taken up.**
* **a setting technique**
* **above and below the shoulder**
 |  |
|  | Blow dry which must create volume, movement and curl |  |  |  |  |
|  | Hair up style, 80% of the hair should be taken up. Setting technique |  |  |  |  |
|  | Above the shoulder  |  |  |  |  |
|  | Below the shoulder  |  |  |  |  |