

B34

provide threading services



Threading is an ancient method of temporary hair removal, passed down the generations in many Eastern countries. It is now becoming popular in many salons that work on the eyebrows, upper lip and chin areas.

In this unit you will learn how to work using the thin twisted cotton between your fingers, working over an area and removing the hairs as you go. Unlike shaving the hairs are removed from the root, leaving your client's hair free for many weeks. When the hairs grow back they will feel softer.



Unit B34 (City & Guilds Unit 055)

Provide Threading Services

Optional



Threading

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Evidence requirements

To achieve this unit you must practically demonstrate in your everyday work that you have met the standards for hair removal using threading techniques.

The standards cover things that you must do (performance criteria), things that you must cover (range) and things that you must know.

What you must do

Your evidence should be collected when carrying out a real job, whether paid or voluntary and when dealing with real clients, whether internal or external to the salon. Simulation is **not** allowed for any performance evidence with this unit.

Most evidence of your performance will be gathered from the observations made by your assessor, but you may be required to produce other evidence to support your performance if your assessor has not been present. This will involve your assessor observing you on at least **four** occasions, each involving a different client, **two** of which must include total reshape of the brows.

This unit has four outcomes.

Outcome 1

Maintain safe and effective methods of working when providing threading services

Outcome 2

Consult, plan and prepare for threading services with clients

Outcome 3

Remove unwanted hair

Outcome 4

Provide aftercare advice

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Threading is a technique that requires time and practise. Try working on larger areas like legs and arms to develop your speed and dexterity skills.

Sarah Farrell

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Unit B34 (City & Guilds Unit 055)

Provide Threading Services

Optional

Image courtesy of Malika

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Level 2 NVQ/SVQ Beauty

What you must cover

You will see key words in bold on the 'What you must do' list. For each of these, there is a range of things that you must cover. You must show that you have:

Used all of the following consultation techniques:

Questioning

Visual

Manual

Reference to client records

Dealt with at least one of the following necessary actions:

Encouraging the client to seek medical advice

Explaining why the threading service cannot be carried out

Modification of the threading service

Worked on all of the following treatment areas:

Eyebrows

Upper lip

Chin

Used all of the following hair removal methods:

Mouth technique

Neck technique

Hand technique

Worked on both of the following types of eyebrow shape:

Total reshape of the brows

Maintenance of original brow shape

Provided all of the following types of advice:

Avoidance of activities which may cause contra-actions

Recommended time intervals between threading treatments

Suitable home care products and their use

Hints and tips

Keep the thread tight and moving throughout the treatment.



Always clean the area to be treated first.

Image courtesy of Central Sussex College

What you must know

You will be assessed on your knowledge of the following:

Organisational and legal requirements

How to work safely and effectively when providing threading services

Consult, plan and prepare for the threading service

Anatomy and physiology

Contra-indications and contra-actions

Threading tools, materials and equipment

Treatment specific knowledge

Aftercare advice for clients

This will be completed through written and oral questioning by your assessor, or by an online test. For details of what you must know, see pages 14–18.



Threading

Useful words

Some terms that you will come across in this unit are explained below.

Aftercare Advice given to the client following treatment.

Contaminated waste Consumables that have been soiled with bodily fluids; this type of waste requires special disposal methods.

Contra-action An unfavourable reaction that may occur either during or after the treatment, eg skin swelling, severe erythema.

Contra-indication A condition that will prevent the treatment being carried out, eg impetigo.

Depilation Temporary method of removing hair.

Disinfection The process of destroying some but not all micro-organisms.

Folliculitis A bacterial infection of the hair follicle.

Hair follicle Tube-like depression in the skin which holds the hair and inner root sheath.

Hair growth pattern The direction in which the hair grows above the surface of the skin.

Ingrown hair A hair that grows under the surface of the epidermis and is often curled, forming a spot.

Maintenance treatment A tidy up of the existing brow shape.

PPE Special personal protective equipment, eg disposable gloves that are recommended for use during a treatment.

Sterilisation The process of destroying all micro-organisms and their spores.

Thread A loop of pure cotton thread that is twisted and used between the fingers to carry out depilation.

Total reshape A full treatment on the brows, changing the original shape completely.



Whether clients have a maintenance service or reshape, threading can improve their appearance.



Observation sign-off sheet

Unit B34 Provide Threading Services

What you must do

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Level 2 NVQ/SVQ Beauty

Within your work, you must show your assessor that you can do the following. Your assessor will observe your performance on at least **four** separate occasions, each involving a different client. Your assessor will want to see you provide a total

reshape of the brow on **two** of the four occasions.

Each time you achieve **all** the points listed below within a single client service, your assessor will tick the circle and enter the date.



Outcome 1

Maintain safe and effective methods of working when threading

- a Prepare the work environment to meet legal, hygiene and safety requirements for threading
- b Ensure your personal hygiene, protection and appearance meets accepted industry and organisational requirements
- c Adopt a positive, polite and reassuring manner towards the client throughout the service
- d Make sure that environmental conditions are suitable for the client and the threading service
- e Ensure all tools and equipment are cleaned using the correct methods
- f Keep your work area clean and tidy throughout the service
- g Effectively disinfect your hands before and after the service
- h Wearing the recommended Personal Protective Equipment (PPE) to avoid cross-infection *
- i Maintain accepted industry hygiene and safety practices throughout the service
- j Select and correctly positioning suitable tools, materials and products for the threading service
- k Ensure your own posture and position minimises fatigue and the risk of injury whilst working
- l Position your client to meet the needs of the service without causing them discomfort
- m Minimise wastage of products and materials during the threading service
- n Dispose of waste correctly to meet local authority requirements

“

Trim long and stray brow hairs prior to treatment.

Sarah Farrell

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Continues on next page

- o Ensure that the service is cost effective and is carried out within a commercially viable time
- p Ensure the client's records are up-to-date, accurate, easy to read and signed by the client and practitioner
- q Leave the work area and equipment in a condition suitable for further services



Observation	1	2	3	4		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date						
Candidate signature						
Assessor signature						
IV signature (if sampled)						

- * Covered by observation Date
- Covered by oral questioning Date

Outcome 2

Consult, prepare and plan for threading services with clients

- a Use suitable **consultation techniques** in a polite and professional manner to determine the client's requirements
- b Ensure that informed and signed parent or guardian consent is obtained for minors prior to threading services *
- c Ensure that a parent or guardian is present throughout the threading service for minors under the age of 16 **
- d Ask your client appropriate questions to identify if they have any contra-indications to the threading service
- e Take the **necessary action** in response to any identified contra-indications and the client's suitability for the threading service
- f Ensure client advice is given without reference to a specific medical condition and without causing undue alarm and concern
- g Encourage clients to ask questions to clarify any points
- h Accurately record your client's responses to questions

Hints and tips

Consult fully with the client regarding eyebrow shape. Once the hairs are removed they won't grow back straightaway.

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Observation sign-off sheet

Unit B34 Provide Threading Services

What you must do (continued)



Always provide support for the neck area.

- i Clearly explain the threading process and the assistance required by the client
- j Clearly explain the possible contra-actions to the client prior to the threading service without causing undue alarm and concern
- k Agree the threading service and outcomes that are acceptable to the client and meets their needs
- l Obtain signed written informed consent from the client prior to carrying out the service
- m Ensure your clients hair and clothing is protected and clothing and accessories are removed when necessary
- n Help the client into a safe, comfortable and relaxed position for the service
- o Provide suitable support and cushioning to the back and neck area
- p Use the correct pre treatment products to clean and prepare the **treatment area(s)**

Image courtesy of Central Sussex College

Observation	1	2	3	4		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date						
Candidate signature						
Assessor signature						
IV signature (if sampled)						

- * Covered by observation Date
- Covered by oral questioning Date
- ** Covered by observation Date
- Covered by oral questioning Date

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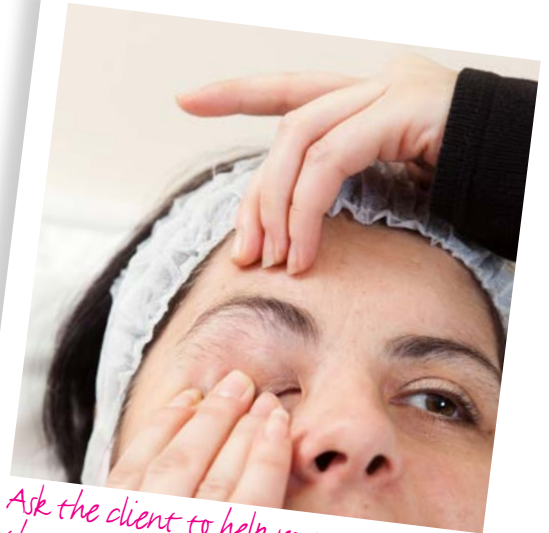
Outcome 3

Remove unwanted hair

- a Ensure safe and quick **hair removal methods** are carried out to minimise discomfort to the client
- b Ensure the **hair removal methods** are carried out at a comfortable distance from the client whilst maintaining the correct tension of the thread
- c Select a new piece of thread for each **treatment area**
- d Provide clear instructions to the client on how and when to support their skin throughout the threading service
- e Create a well balanced, proportioned and defined **eyebrow shape** to suit the client's requirements, when required *
- f Check the client's wellbeing throughout the service and giving the necessary reassurance
- g Discontinue the service and providing advice and recommendations where contra-actions occur
- h Ensure the client's **treatment area(s)** is free of unwanted hair and treated with a suitable soothing product
- i Ensure that the finished result is to the client's satisfaction and meets the agreed service plan.



Threading



Ask the client to help you support the treatment area.

Image courtesy of Central Sussex College

Observation	1	2	3	4		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date						
Candidate signature						
Assessor signature						
IV signature (if sampled)						

- * Covered by observation Date _____
 Covered by oral questioning Date _____

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Observation sign-off sheet

Unit B34 Provide Threading Services

What you must do (continued)

Outcome 4

Provide aftercare advice

- a Give **advice** and recommendations accurately and constructively
- b Give your clients suitable **advice** specific to their individual needs

Observation	1	2	3	4		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date						
Candidate signature						
Assessor signature						
IV signature (if sampled)						

Timing tips

The commercially acceptable time for an eyebrow reshape is **20 mins**. It takes **10 mins** for the upper lip and **10 mins** for the chin.



Observation sign-off sheet

Unit B34 Provide Threading Services

What you must cover



Before ticking the circles below, you must make sure that you have achieved 'What you must cover' in **all the outcomes in which it occurs.**

Consultation techniques

Tick the consultation techniques used for each observation. You must use **all** of them.

	1	2	3	4		
Questioning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reference to client records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Necessary actions

Tick the necessary actions dealt with for the following observations. You must deal with at least **one** of them, but you must prove to your assessor that you have the necessary knowledge, understanding and skills to be able to deal with the other **two**.

	1	2	3	4		
Encouraging the client to seek medical advice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explaining why the threading service cannot be carried out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Modification of the threading service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Treatment areas

Tick the treatment areas worked on for the following observations. You must work on **all** of them.

	1	2	3	4		
Eyebrows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Upper lip	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hair removal methods

Tick the hair removal methods used for the following observations. You must use **all** of them.

	1	2	3	4		
Mouth technique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neck technique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hand technique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Observation sign-off sheet

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What you must cover

Eyebrow shapes

Tick the eyebrow shapes worked on for the following observations.
You must use **both** of them.

Total reshape
of the brows

	1	2	3	4		
Total reshape of the brows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance of original brow shape	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Maintenance of
original brow shape

Advice

Tick the advice provided for the following observations.
You must provide **all** types of advice.

Avoidance of activities
which may cause
contra-actions

	1	2	3	4		
Avoidance of activities which may cause contra-actions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recommended time intervals between threading treatments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Suitable home care products and their use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Recommended time
intervals between
threading treatments

Suitable home care
products and their use

Observation

	1	2	3	4		
Achieved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date						
Candidate signature						
Assessor signature						
IV signature (if sampled)						

Achieved

Date

Candidate signature

Assessor signature

IV signature
(if sampled)

Comment form

Unit B34



This form can be used to record oral questioning, or for assessor/candidate comments, if required.

Comment

Date

1

2

3

4



When using the mouth technique, keep your neck straight to avoid unnecessary strain on the muscles.

“

Make sure the area being worked on is stretched so there is no loose skin.

Sarah Farrell

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Knowledge sign-off sheet

Unit B34 Provide Threading Services

What you must know

14

Level 2 NVQ/SVQ Beauty

You will be assessed on your knowledge and understanding of **all** the following points. This will be completed by your assessor through oral questions (evidence type E3). This will be an online test.

The form tells you which evidence type is needed for each point.

Some areas appear in more than one unit (shaded in darker pink). These are covered in a cross-unit knowledge test. You only need to be tested on these once.

Once you have been assessed on each point, you can fill in the date and reference any written evidence that you've put in your portfolio.

You need to understand:	Evidence type
Organisational and legal requirements	
1 your responsibilities under relevant local and national health and safety legislation	E3
2 the importance of not discriminating against clients with illnesses and disabilities and why e.g. Disability Discrimination Act	E3
3 the age at which an individual is classed as a minor and how this differs nationally	E3
4 the importance of checking current insurance guidelines for the delivery of the service	E3
5 why minors should only be treated with informed and signed parental or guardian consent	E3
6 why it is important when treating minors to have a parent or guardian present	E3
7 the legal significance of gaining signed informed client consent for service	E3
8 local authority and organisational requirements for waste disposal	E3
9 why it is important to maintain standards of hygiene and the principles for avoiding cross-infection	E3
10 the importance of meeting industry and organisational requirements in relation to personal hygiene, protection and appearance	E3
11 the importance of the correct storage of client records in relation to the Data Protection Act	E3
12 your organisation's service times for threading services and the importance of completing services in a commercially viable time	E3
13 your organisation's requirements for client preparation	E3
14 the importance of and reasons for keeping records of services and gaining client and practitioner signatures	E3
15 how to complete the client records used in your organisation.	E3
How to work safely and effectively when providing threading services	
16 the type of personal protective equipment that should be worn for threading and why (eg. powder-free, nitrile or vinyl disposable gloves)	E3

Continues on next page

You need to understand:	Evidence type
17 why it is important to use Personal Protective Equipment (PPE)	E3
18 the health and safety implications of using the different threading techniques	E3
19 what is Repetitive Strain Injury (RSI), how it is caused and how to avoid developing it when delivering threading services	E3
20 the importance of using a new piece of thread on each facial area	E3
21 the importance of disposing the thread after working on each treatment area	E3
22 the implications of using the mouth threading technique when wearing braces, false teeth and crowns	E3
23 the importance of being able to adapt and change threading techniques to maintain client and practitioner's comfort	E3
24 the importance of questioning clients to establish any contra-indications to threading services	E3
25 why it is important to record client responses to questioning	E3
26 the legal significance of client questioning and recording clients' responses	E3
27 methods of disinfecting and sterilising tools and equipment	E3
28 how to maintain equipment, tools and materials in a clean and hygienic condition	E3
29 the importance of and reasons for disinfecting hands and how to do this effectively	E3
30 the necessary environmental conditions for threading services (including lighting, heating, ventilation and general comfort) and why these are important	E3
31 how to minimise and dispose of general waste from threading services	E3
32 how to effectively prepare and safely position equipment, tools and materials for threading services	E3
33 how to avoid potential discomfort and injury to yourself and your client and the risks of poor positioning of clients	E3





Knowledge sign-off sheet

Unit B34 Provide Threading Services

What you must know

You need to understand:	Evidence type
34 the condition in which the work area should be left and why this is important.	E3
Consult, plan and prepare for the threading service	
35 how to use effective consultation techniques when communicating with clients from different cultural and religious backgrounds, age, disabilities and gender for this service	E3
36 the importance of clearly explaining the threading process and the assistance required by the client	E3
37 the importance of effective communication and discussion	E3
38 how to give effective advice and recommendations to clients	E3
39 the questioning and listening skills you need in order to find out information	E3
40 why it is important to encourage and allow time for clients to ask questions	E3
41 why it is important to explain possible contra-actions to the client	E3
42 the importance of conducting visual examinations to establish hair growth patterns and characteristics, contra-indications etc	E3
43 the importance of cleaning and preparing the area to be treated	E3
44 why it is important to cut stray and long brow hairs prior to commencing an eyebrow shape	E3
45 the importance of establishing and agreeing a service plan with the client.	E3
Anatomy and Physiology	
46 the structure and function of the skin and hair i.e. the layers of the epidermis, the dermis, the subcutaneous layer, the hair follicle, the hair shaft, the sebaceous gland, arrector pili muscle, sweat gland, blood and lymph vessels and sensory nerve endings	E4
47 the basic principles of hair growth i.e. anagen, catagen, telogen	E4
48 the importance of recognising different types of hair growth eg terminal, vellus and ingrown hairs	E3
49 causes of hair growth i.e. topical, congenital, systemic.	E4

You need to understand:	Evidence type
Contra-indications and contra-actions	
50 the contra-indications that would prevent the service and why, e.g. contact lenses, contagious skin conditions, recent scar tissue, sunburn, eye infections, skin allergies, undiagnosed lumps and bumps	E4
51 the conditions which restrict the service and why, e.g. moles, skin tags, cuts, bruises, stings and bites	E4
52 the potential consequences of carrying out threading on a contra-indicated client	E3
53 the reasons why it is important to encourage clients with suspected contra-indications to seek medical advice	E3
54 the importance of and reasons for not naming specific contra-indications when encouraging clients to seek medical advice	E3
55 how to recognise and deal with the contra-actions that can occur as a result of threading services eg blood spots, abrasions, broken hair, histamine (allergic reaction), excessive erythema.	E4
Threading tools, materials and equipment	
56 the types of tools and materials used for threading eg scissors, disposable eyebrow brush etc	E3
57 the importance of using a thread that is specifically designed for threading	E3
58 the types of products suitable for pre and post threading services	E3
59 the importance of having the correct equipment for threading eg a couch or chair with suitable back, neck and leg support.	E3
Treatment specific knowledge	
60 the history of threading and different types of threading techniques	E3
61 the advantages and disadvantages of threading	E4
62 the shape and proportion of the eyebrows in relation to facial features and existing eyebrow shape	E3
63 the importance of measuring the eyebrows for threading to ensure a complimentary and symmetrical shape	E3
64 how to carry out the threading techniques in the range	E3
65 the importance of performing safe, quick and effective threading techniques	E4
66 the importance of maintaining and adapting the tension of the thread throughout the service	E3
67 the importance of maintaining a comfortable distance when threading to avoid invading the client's personal space	E3
68 the importance of removing the hair against the direction of the hair growth	E3

**Hints and tips**

Always work in the opposite direction of hair growth and fully support the surrounding skin.



Knowledge sign-off sheet

Unit B34 Provide Threading Services

What you must know (continued)

You need to understand:	Evidence type
69 the advantages of practicing threading techniques on larger areas of the body eg legs and arms to develop speed and dexterity skills	E3
70 the importance of adapting the threading techniques to suit male client requirements e.g removing external hair on ears and nose	E3
71 other methods of hair removal (eg tweezing, shaving, depilatory creams, electrical depilatory, abrasive mitts, light based hair reduction, waxing, electrical epilation) and the effect of these methods on the threading service	E3
72 the importance of the client supporting the skin throughout the threading service	E3
Aftercare advice for clients	
73 aftercare requirements for threading services and why these are important eg avoidance of heat and friction, use of perfumed, chemical based and make-up products	E4
74 the importance of recommending the client returns for threading services every 2 to 4 weeks	E3
Tick if E3 was an online test	<input type="radio"/> Date
Tick if cross-unit knowledge was an online test	<input type="radio"/> Date



