

Unit GH7 (City & Guilds Unit 010)

Remove hair extensions

Optional

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First edition 2008
Revised edition 2009

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Image courtesy of Errol Douglas MBE

GH7 remove

hair

extensions

Hair extensions are becoming part of mainstream hairdressing, with more and more clients wanting immediate, interchangeable looks. Nobody wants to be tied down to the same look for long, and adding hair to give colour, length and volume is the perfect solution. In this unit you will learn how to

change hair length by removing both hot and cold hair extension systems. You will also learn how to use a variety of products and tools. Safety is a key word here – you will see why safe working methods are important. Listen and act on your stylist's instructions to ensure that the client is in safe hands.



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Image courtesy of Michael Barnes

4 Level 1 NVQ/4 SVQ Hairdressing

This unit has two outcomes. You could be observed by your assessor for both during the same client service, or they may be assessed for different services.

- Outcome 1**
Maintain effective and safe methods of working when removing hair extensions
- Outcome 2**
Remove hair extensions



“
Wearing hair extensions beyond the recommended time can damage the hair, making the removal service an important part of extension services.
 Maurice Lister

”

Evidence requirements

You must practically demonstrate in your everyday work that you have met the standard for removing hair extensions. 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 assessor will observe your performance on at least **two** occasions, which must include the removal of one hot and one cold extension system. You must do correctly all the things listed under ‘What you must do’ on the sign-off sheets that follow.

Simulation is not allowed for any performance evidence within this unit. It is likely 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.

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 two of the following removal tools and products:

- seam releasers
- scissors
- seal breakers
- solutions

Used both of the following methods of removal:

- hot hair extension systems
- cold hair extension systems

Image courtesy of Denman Brush

What you must know

You will be assessed on your knowledge of the following:

Salon and legal requirements

How to work safely, effectively and hygienically when removing hair extensions

Communication

Hair and skin

Hair extension removal techniques

This will be completed through written and oral questioning by your assessor. For details of what you must know, see pages 10–11.



To achieve long, healthy-looking hair, you must learn to add and remove hair extensions correctly.



Recommend aftercare products to your clients to keep their added hair shiny and sleek.



Remove hair extensions

Useful words

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

Aftercare products Products such as lotions, sprays and serums that are used to help maintain a style.

Attachment systems There are several methods of attaching added hair. Some examples are glue in, dip in, grip in, bonded, sewn in and plaited in. Refer to the glossary at the back of this logbook to see more.

Pull test This is a test that will help you to evaluate excessive hair loss. Separate a handful of hair and gently pull at the roots – if more than 12 hairs are lost this may be an indication of abnormal hair loss.

Tension How tightly the hair is pulled. Be careful not to pull too much when removing extensions, as damage may occur that could result in hair breakage or even traction alopecia.

Traction alopecia Hair loss due to excessive tension on the hair and scalp. This is usually seen around hairlines and partings – check regularly for early signs to avoid permanent hair loss.

Hints and tips

Avoid damaging hair by carefully removing extensions.



Observation sign-off sheet

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What you must do

6 Level 1 NVQ/4 SVQ Hairdressing

Within your work, you must show your assessor that you can do the following. You will be observed a number of times (as a guide, at least **twice**, which must include the removal of one hot and one cold extension system).

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

Outcome 1

Maintain effective and safe methods of working when removing hair extensions

- Ensure your client's clothing is effectively protected throughout the service
- Wear personal protective equipment, when required
- Position your client to meet the needs of the service without causing them discomfort
- Ensure your own posture and position whilst working minimises fatigue and the risk of injury
- Keep your work area clean and tidy throughout the service
- Use working methods that
 - minimise the risk of damage to **tools**
 - minimise the wastage of **products**
 - minimise the risk of cross-infection
 - make effective use of your working time
 - ensure the use of clean resources
 - minimise the risk of harm or injury to yourself and others
- Ensure your personal standards of health and hygiene minimise the risk of cross-infection, infestation and offence to your clients and colleagues
- Use **tools and products** that are safe and fit for the purpose
- Complete the hair extension **removal** service within a commercially viable timeframe

Hints and tips

*Check your client is comfortable throughout the service.
Removing hair extensions can be painful if done incorrectly.*

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

Continues on next page

Outcome 2

Remove hair extensions

- a **Remove** hair extensions in the sequence instructed by the stylist
- b Use the specified **tools and products** effectively and minimise damage to your client's hair
- c Check your client's comfort at regular intervals throughout the service
- d Ensure the **removal** process minimises the discomfort to your client
- e Ensure the hair is free from unwanted extensions
- f Detangle your client's hair from point to root, minimising damage to the natural hair
- g Ensure the **removal** of the hair extensions is to the satisfaction of the stylist and ready for the next service



Remove hair extensions

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Hints and tips

Traction alopecia can occur if extensions are worn over a long period of time.

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



Image courtesy of Denman Brush



Observation sign-off sheet

Unit GH7 Remove hair extensions

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.**

Removal tools and products

Tick the removal tools and products used in each observation. You must use at least **two**.

	1	2		
Seam releasers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scissors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seal breakers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Solutions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Removal

Tick the type of removal covered in each observation. You must cover **both** of them.

	1	2		
Hot hair extension systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cold hair extension systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

Comment form

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

Comments

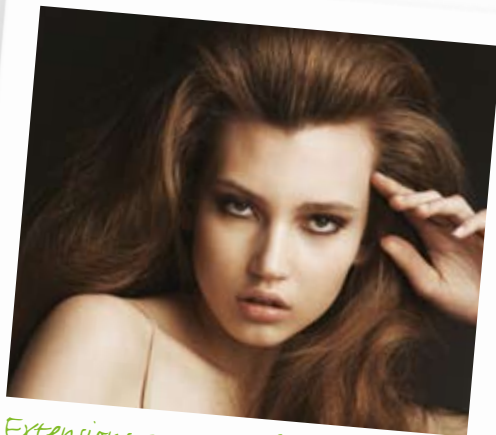
1

2

Date

Hints and tips

Make sure you remove the extensions in the sequence stated by the stylist.



Extensions are great for adding volume to hair.



Knowledge sign-off sheet

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What you must know

You will be assessed on your knowledge and understanding of all the following points. This will be completed by your assessor, either through oral or written questions (evidence type E3) or a mandatory written paper (evidence type E4). Either of these could be an online test. The form tells you which evidence type is needed for each point. Your mandatory test papers will be kept by your assessor, so they won't appear in your portfolio.

Some areas appear in more than one unit (shaded in darker green). 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, fill in the date and reference any written evidence that you've put in your portfolio.

You need to understand:	Evidence type
Salon and legal requirements	
1 Your salon's requirements for client preparation	E3
2 Your salon's expected service times for removing hair extensions	E3
3 Your salon's requirements for the disposal of waste	E3
4 Your salon's image and expected standards of service	E3
How to work safely, effectively and hygienically when removing hair extensions	
5 What contact dermatitis is and how to avoid developing it whilst carrying out hair attachment services	E4
6 The range of protective clothing that should be available for clients	E3
7 The type of personal protective equipment that should be available and used by yourself	E3
8 Why it is important to use personal protective equipment	E4
9 How the position of your client and yourself can affect the desired outcome and reduce fatigue and the risk of injury	E3
10 The safety considerations which must be taken into account when removing hair extensions	E3
11 Why it is important to avoid cross-infection and infestation	E3
12 Why it is important to keep your work area clean and tidy	E3
13 Methods of cleaning, disinfecting and/or sterilisation used in salons	E3

Continues on next page

You need to understand:	Evidence type
14 Methods of working safely and hygienically and which minimise the risk of cross-infection and cross-infestation	E3
15 The correct use and maintenance of removal tools	E3
16 The importance of personal hygiene	E3
Communication	
17 The types of anxieties commonly experienced by clients undergoing the hair extension removal process	E3
18 How to give reassurance to clients	E3
19 The importance of checking you have understood the instructions given by the stylist (eg by asking questions to clarify)	E3
Hair and skin	
20 The average rate of hair growth	E4
21 The potential consequences of excessive tension on the hair	E4
22 How to identify the signs of traction alopecia	E4
23 How wearing extensions beyond their recommended time period can affect the removal process	E4
Hair extension removal techniques	
24 How to remove hot and cold hair extension systems	E3
25 The generally accepted sequence of working for removing hair extensions	E3
26 The types of products to use when removing hot and cold hair extension systems	E3
Tick if E3 was an online test	<input type="radio"/> Date
Tick if E4 was an online test	<input type="radio"/> Date
Tick if E3 was a written test	<input type="radio"/> Date
Tick if E4 was a written test	<input type="radio"/> Date
Tick if cross-unit knowledge test was an online test	<input type="radio"/> Date
Tick cross-unit knowledge	<input type="radio"/> Date



Remove hair extensions

Hints and tips

Clients who have hair extensions regularly may be more likely to show signs of traction alopecia.



Supplementary notes

Unit GH7

Your assessor may use this space for any additional comments they may have about your work.

Comments	Date

Unit sign-off

This section must be signed when the unit is complete.

We confirm that this evidence is authentic and the assessments were conducted under specified conditions and that all the performance criteria, range and essential knowledge requirements have been met for this unit.

Candidate signature _____ Date _____

Assessor signature _____ Date _____

IV signature (if sampled) _____ Date _____

