

AH17

*Attach hair to enhance
a style*

Unit AH17 (City & Guilds Unit 034)

Attach hair to enhance the style for African type hair

Optional

This unit has four outcomes. As some are linked, you can be observed by your assessor for up to four outcomes at the same time.

Outcome 1

Maintain effective and safe methods of working when attaching hair

Outcome 2

Plan and prepare to attach hair

Outcome 3

Attach and blend pieces of hair

Outcome 4

Provide aftercare advice

Evidence requirements

To achieve this unit you must practically demonstrate in your everyday work that you have met the standard for attaching hair to enhance a style. The standards cover things 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 3 occasions, including at least 1 observation of bonded hair attachments which must be a minimum of 4 rows**

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. From the range you must show that you have:

- used all the attachment techniques listed
- used all the cutting tools listed
- used all the hair attachment tools and equipment listed
- taken account of all the factors listed
- taken into account all the contra-indications listed
- used all the cutting techniques listed
- given all the types of advice listed

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.

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What you must do

Outcome 1

Maintain effective and safe methods of working when attaching hair by

- a) ensuring your client's clothing is effectively protected throughout the service
- b) positioning your client to meet the needs of the service without causing them discomfort
- c) ensuring your own posture and position whilst working minimises fatigue and the risk of injury
- d) keeping your work area clean and tidy throughout the service
- e) sequencing your work in a way that is suitable for the **attachment technique** used, style and ease of working
- f) using working methods that
 - minimise the risk of damage to **cutting tools** and **hair attachment tools and equipment**
 - 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
- g) ensuring your personal standards of health and hygiene minimise the risk of cross-infection, infestation and offence to your clients and colleagues
- h) using **cutting tools** and **hair attachment tools and equipment** that are safe and fit for the purpose
- i) ensuring that all sharps are disposed of to meet legal and salon requirements *
- j) completing the attachment of hair within a commercially viable time
- k) completing client records so that they are accurate, easy to read and up-to-date

Observation	1	2	3		
Achieved	<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	<input type="radio"/>	Date
Covered by oral questioning	<input type="radio"/>	Date

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What you must do (continued)

Outcome 2

Plan and prepare to attach hair by

- a) examining the hair and scalp to identify any **factors** that may affect the service
- b) asking your client appropriate questions to establish any known **contra-indications** to the hair attachment service
- c) accurately recording your client's responses to questioning
- d) reporting problems to the relevant person(s) when **contra-indications** cause doubts as to the suitability of the service for the client
- e) selecting and using added hair which is:
 - i. of a suitable texture
 - ii. of a suitable colour
- f) dividing and separating the added hair to avoid wastage and tangling
- g) preparing the hair to meet the manufacturer's instructions, when required
- h) preparing your client's hair in a way suitable for the technique to be used

Observation Achieved	1	2	3		
Date					
Candidate signature					
Assessor signature					
IV signature (if sampled)					



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What you must do (continued)

Outcome 3

Attach and blend pieces of hair by

- a) confirming with your client the look agreed at consultation prior to starting the service
- b) parting the sections cleanly and evenly to meet the requirements of the technique to be used
- c) sectioning the hair in a way that will allow the added hair to lie in the direction required
- d) securing any hair not being extended to keep your section clearly visible
- e) using **attachment techniques** that secure added hair into your client's hair effectively
- f) adding and attaching hair in a way that takes into account the **factors** influencing the service
- g) maintaining a suitable and even tension throughout the process
- h) checking the comfort of your client at regular intervals throughout the service
- i) giving suitable reassurance to your client, if necessary
- j) adapting your **cutting techniques** to take account of **factors** which influence working on added hair
- k) identifying and reporting any problems occurring during the service to the relevant person(s) *
- l) ensuring, on completion, that the added hair is blended in a way to achieve the style enhancement agreed with the client

Observation	1	2	3		
Achieved	○	○	○	○	○
Date					
Candidate signature					
Assessor signature					
IV signature (if sampled)					

* Covered by observation	○	Date
Covered by oral questioning	○	Date

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What you must do (continued)

Outcome 4

Provide aftercare advice by

- a) giving **advice** and recommendations accurately and constructively
- b) giving your client suitable **advice** on the maintenance of the added hair and style

Observation Achieved	1	2	3		
Date					
Candidate signature					
Assessor signature					
IV signature (if sampled)					



Image courtesy of Goldwell

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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.

Attachment techniques Tick the attachment techniques used in each observation. **Both** attachment techniques must be used.

	1	2	3		
sewn in using cornrows	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
bonding using glue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cutting Tools Tick the cutting tools used in each observation. **Both** must be used.

	1	2	3		
scissors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
razors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Hair attachment tools and equipment Tick the tools and equipment used in each observation. **All** must be used

	1	2	3		
needles and thread	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
blow dryer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
glue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Factors

Tick the factors considered for each observation. **All** factors must be considered.

	1	2	3		
attachment method	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
direction and fall of the added hair	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
the quantity of added hair	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
texture of hair	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
the need to blend existing and added hair	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
head and face shape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair growth pattern	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair density	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair elasticity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Contra-indications

Tick the contra-indications that you have questioned clients on for each observation. You must question on **all** contra-indications.

	1	2	3		
skin sensitivities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
history of previous allergic reactions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
skin disorders	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
medical advice or instructions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cutting techniques

Tick the cutting techniques used for each observation
All cutting techniques must be used.

	1	2	3		
club cutting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
thinning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
razoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Continues on next page

Advice

Tick the advice used. **All** advice must be used.

	1	2	3		
suitable homecare products and their use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
how to maintain their style	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
potential for style change	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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



Unit AH17

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Comment form

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

Comments	Date
1	
2	
3	

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What you must know

You need to understand:	Evidence type	Date	Portfolio ref.
Salon and legal requirements			
1. your salon's requirements for client preparation	E3		
2. your salon's expected service times for attaching pieces of hair	E3		
3. your salon's and legal requirements for disposal of sharps and waste materials	E3		
4. your responsibilities under the current Electricity at Work Regulations	E3		
How to work safely, effectively and hygienically when attaching pieces of hair			
5. the range of protective clothing that should be available for clients	E3		
6. why it is important to protect clients from hair clippings	E3		
7. how the position of your client and yourself can affect the desired outcome and reduce fatigue and the risk of injury	E3		
8. the safety considerations which must be taken into account when attaching pieces of hair (e.g. possible reaction to glues)	E3		
9. why it is important to avoid cross-infection and infestation	E3		
10. why it is important to keep your work area clean and tidy	E3		
11. methods of sterilisation used in hairdressing salons	E3		
12. methods of working safely and hygienically and which minimise the risk of cross-infection and cross-infestation	E3		
13. the correct use and maintenance of cutting tools	E3		
14. the importance of personal hygiene	E3		

Continues on next page

15. the importance of questioning clients to establish any contra-indications to hairdressing services	E4	Centre files
16. why it is important to record client responses to questioning	E4	Centre files
17. the legal significance of client questioning and of recording the client's responses	E4	Centre files
Hair and skin		
18. the factors that must be taken into consideration prior to attaching pieces of hair (eg, hair density, hair and skin disorders, etc.)	E4	Centre files
19. the average rate of hair growth	E4	Centre files
20. the potential consequences of excessive tension on the hair	E4	Centre files
21. how to identify the signs of traction alopecia	E4	Centre files
22. the potential effects on the client's hair of wearing additional hair over a long period of time	E4	Centre files
23. how the contra indications in the range can affect the attachment of hair services	E4	Centre files
Preparation requirements		
24. how to divide and separate additional hair ready for use	E3	
25. the manufacturer's instructions for preparation of additional hair	E3	
26. how the client's hair should be prepared for each of the hair attachment techniques in the range	E3	
27. how to conduct an examination of the hair and scalp to recognise factors which will affect the attachment of added hair	E3	
28. how to estimate the length of time the hair attachment processes in the range are likely to take	E3	
Hair attachment techniques		
29. how the intended style can affect the hair attachment process	E3	
30. how the attachment techniques in the range secure added hair into the client's hair	E4	Centre files
31. the advantages and disadvantages of the methods of attachment in the range	E4	Centre files
32. the range of tools and equipment necessary for each attachment method in the range and how these are used	E3	

Continues on next page

33. the generally accepted sequences of working for the hair attachment techniques in the range	E3	
34. why it is important to maintain a correct and even tension when attaching hair	E4	Centre files
Cutting techniques when working with extensions		
35. why and how cutting techniques should be adapted when hair extensions are present	E3	
Information to give to clients on hair maintenance and management		
36. how to use combs and brushes and correctly comb hair from point to root	E3	
37. how often to shampoo and cleanse the hair according to hair style and the amount of attached hair	E3	
38. products to use for homecare and those to avoid for bonded hair attachments and why	E3	
39. how to protect the hair when sleeping and why	E3	
40. how lifestyle can effect the client's choice of style (e.g. active sports, career requirements)	E3	
41. how their hair texture effects their styling possibilities	E3	
42. how to maintain their agreed style	E3	
43. removal requirements for attached hair	E3	
Communication		
44. how to give effective advice and recommendations to clients	E3	
45. how to help relieve client anxieties in a reassuring way	E3	

Shaded knowledge is covered in cross unit knowledge test.			
Tick if E3 was a GOLA test	<input type="radio"/>		
Tick if E4 was a GOLA test	<input type="radio"/>		

