

GB4

Cut facial hair

Unit GB4 (City & Guilds Unit 026)

Cut facial hair to shape using basic techniques

Mandatory

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

Outcome 1

Maintain effective and safe methods of working when cutting facial hair.

Outcome 2

Cut beards and moustaches to maintain their shape.

Outcome 3

Provide aftercare advice.

Evidence requirements

To achieve this unit you must practically demonstrate in your everyday work that you have met the standard for cutting facial hair. 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 4 occasions, each on different clients. These observations must include:**

- one tapered beardline
- one outlined beard
- two different moustache shapes

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 the types of tools
- taken account of all the factors
- cut all the looks
- used all the cutting techniques
- given all the advice

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 cutting facial hair by

- a) ensuring your client's clothing and eyes are effectively protected throughout the service
- b) ensuring your client's face and neck are kept free of excess hair cuttings throughout the service
- c) positioning your client to meet the needs of the service without causing them discomfort
- d) ensuring your own posture and position whilst working minimises fatigue and the risk of injury
- e) keeping your work area clean and tidy throughout the service
- f) removing waste immediately at the end of the cutting service
- g) using working methods that
 - minimise the risk of damage to **tools and equipment**
 - minimise the risk of cross infection
 - make effective use of your working time
 - ensure the use of cleaning resources
 - minimise the risk of harm or injury to yourself or others
- h) ensuring your personal standards of health and hygiene minimise the risk of cross-infection, infestation and offence to your clients and colleagues
- i) using tools that are safe and fit for purpose
- j) accurately identifying **factors** likely to influence the service prior to cutting
- k) completing the cutting service within a commercially viable time

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)						



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What you must do (continued)

Outcome 2

Cut beards and moustaches to maintain their shape by

- | | |
|----|---|
| a) | suitably preparing your client's facial hair prior to the service |
| b) | confirming with your client the look agreed at consultation and during the service |
| c) | accurately establishing and following the cutting guideline(s) to achieve the required look |
| d) | adapting your cutting techniques to take into account of factors influencing the service and to achieve the desired look |
| e) | changing your own position and that of your client to help you ensure the accuracy of the cut |
| f) | regularly checking your client's comfort throughout the service |
| g) | ensuring the finished look is even, symmetrical and balanced in relation to your client's facial contour |
| h) | ensuring the finished look is of even density throughout the shape |
| i) | removing any unwanted hair outside the desired outline shape * |
| j) | making a final visual check to ensure the finished cut is accurate |
| k) | confirming your client's satisfaction with the finished cut |

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 _____

'Many men wear facial hair shapes to complete their overall look. This provides the barber with an important opportunity to gain more business'

Maurice Lister

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What you must do (continued)

Outcome 3

Provide aftercare advice by

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

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)						



Hints and tips

Good standards of personal hygiene are particularly important when working closely around the client's face.

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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.

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

	1	2	3	4		
scissors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
clippers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
clippers with attachments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Factors Tick the factors considered in each observation. **All** clients must be questioned on **all** factors.

	1	2	3	4		
head and face shape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair growth patterns	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
hair style	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
adverse skin conditions	<input type="radio"/>	<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"/>	<input type="radio"/>
skin elasticity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
facial piercing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
facial contours	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Looks Tick the looks covered in each observation. **All** looks must be carried out.

	1	2	3	4		
tapered beardline	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
full beard outlines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
moustache only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
eyebrow shape	<input type="radio"/>	<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 carried out.

	1	2	3	4		
scissors over comb	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
clipper with attachment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
clipper over comb	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
freehand	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Continues on the next page

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What you must cover

Advice

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

	1	2	3	4		
time interval between cuts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
maintenance of beard and moustache shape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
suitable equipment for home use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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						
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Timing tip

A commercially acceptable time for cutting facial hair is *15 minutes for a full beard and 5 minutes for moustaches.*

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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	
4	

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What you must know

You need to understand:	Evidence type	Date	Portfolio ref.
Salon and legal requirements			
1. your salon requirements for client preparation	E3		
2. your salon's expected service times for cutting facial hair to shape	E3		
3. your salon's legal requirements for disposal of waste Materials	E3		
4. your responsibilities under the current Electricity at Work Regulations	E3		
How to work safely, effectively and hygienically when cutting facial 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 importance of using the correct type of barbers chair	E3		
9. the safety considerations which must be taken into account when cutting facial hair	E3		
10. why it is important to check for infestations and to avoid cross-infection	E3		
11. why it is important to keep your work area clean and Tidy	E3		
12. methods of cleaning, disinfecting and/or sterilisation used in salons	E3		
13. methods of working safely and hygienically and which minimises the risk of cross-infection and cross-infestation	E3		
14. the importance of personal hygiene	E3		

Hints and tips

Make sure that the client's head is supported correctly throughout the service.

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What you must know

Tools and equipment	
15. methods of cleaning and maintaining all the tools and equipment in the range	E3
16. how to safely use all the tools and equipment in the range	E3
17. how to level and test clippers	E3
18. the size of clipper blades and attachments available and the effects that these achieve	E3
Facial hair and its cutting techniques	
19. the factors that must be taken into consideration prior to cutting (eg hair density, head and face shape, facial piercing, adverse skin conditions etc.)	E3
20. how the factors in the range can affect the way the facial hair is cut	E3
21. the importance of cutting to the natural hairline	E3
22. basic beard and moustache shapes (eg moustaches that stay across the top lip, moustaches that curve around the side of the mouth, full beards that follow the contours of the face and that do not require the use of razors)	E3
23. the importance of consulting with clients throughout the cutting process	E3
24. how and when to cut facial hair using freehand, scissors over comb, clipper with attachment and clipper over comb cutting techniques	E3
25. the reasons for establishing and following guidelines	E3
26. how to create and follow a guideline for tapered beardlines, beard outlines and moustaches	E3
27. the importance of cross checking the cut	E3
28. how to cross check and balance the cut	E3
29. the importance of working with the natural growth patterns of facial hair when considering the weight distribution within a facial hair cut	E3
30. the average rate of hair growth	E3
Aftercare advice for clients	
31. the recommended time intervals between cuts or to achieve the desired new look	E3
32. how lifestyle can influence the client's choice of style (eg active sports, career and job requirements)	E3
33. how to maintain beard and moustache shape	E3
34. tools suitable for home use between cuts	E3
Communication	
35. how to give effective advice and recommendations to clients	E3
Shaded knowledge is covered in cross unit knowledge test.	

Tick if E3 was a GOLA test

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Supplementary notes

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

Comment	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 requirement have been met for this unit.

Candidate signature	Date
Assessors signature	Date
IV signature (if sampled)	Date

