

Hairdressing



Hairdressing

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Publications

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INTRODUCTION

Image courtesy of Wella

Welcome to your City & Guilds Learner Journal. It is designed to help you work towards your hairdressing qualification, by:

- showing you what you need to cover
- helping you to record your achievements and evidence.

In this journal, you will find forms that can support you and your tutors in your learner journey. You'll also find helpful pictures, hints, tips and more from leading people in hairdressing – all designed to make the qualification simple to understand and more fun to do!

We're sure that you will have lots of questions about your qualification, and this introduction should answer some of them. Of course, your tutor/assessor should also be on hand to explain things and be your guide, but here are the answers to the main questions you may have at this early stage.

WHAT QUALIFICATION AM I DOING?

The City and Guilds Level 3 Advanced Technical Diploma in Hairdressing aims to provide you with a range of specialist practical skills and technical knowledge, which will equip you to seek employment or further training within the hairdressing industry.

Level 2 Diploma or Level 2 Technical Certificate in Hairdressing or equivalent industry experience is a recommended entry requirement.

WHAT DO I NEED TO ACHIEVE?

Your qualification is divided into units. Each unit covers a different area of your work as a hair stylist. The qualification structure is made up of mandatory and optional units. Mandatory units are units that you must complete. There are also optional units, where you can select the units that best match your interests and the needs of your salon.

To achieve the qualification you need to successfully achieve one externally set, synoptic assignment and one externally set, externally marked test, sat under examination conditions. In addition, you must also achieve the mandatory employer involvement requirement for this qualification.

WHAT WILL THE TRADE TEST (SYNOPTIC ASSIGNMENT) INVOLVE?

Synoptic assignment requires learners to draw together their learning from across the qualification to achieve specific outcomes or solve problems. The focus is on bringing together, selecting and applying learning from across the qualification, rather than demonstrating achievement against units of the qualification content.

Image courtesy of L'Oréal Professionnel





Your skills will be assessed through the synoptic assignment component. In this **externally set, internally marked and externally moderated** assessment you will be given an appropriately levelled, substantial, occupationally relevant outcome to achieve or problem to solve. You will be marked against assessment objectives (AOs) such as your breadth and accuracy of knowledge, understanding of concepts, and the quality of your technical skills, as well as your ability to use what you have learned in an integrated way to achieve a considered and high quality outcome. These are detailed on page xxiv.

A typical assignment brief could be to carry out a range of services on a client in a salon environment, over a period of 4 – 5 hours. This will require you to use your skills and knowledge of a range of treatments from across the qualification. You will be required to draw from your knowledge and understanding across the range of the qualification content to effectively carry out the treatments, including client care, promotion and selling, evaluation of service and aftercare advice.

WHAT WILL THE EXTERNALLY MARKED EXAM INVOLVE?

The external assessment will draw from across the mandatory content of the qualification, using a range of short answer questions to confirm breadth of knowledge and understanding. Extended response questions are included, giving you the opportunity to demonstrate higher level understanding and integration through discussion, analysis and evaluation, and ensuring the assessment can differentiate between 'just able' and higher achieving learners.

COMMAND WORDS

In examinations, certain words, often called command words, are commonly used as prompts to give an indication of the type of response that is expected by the question. These words commonly include 'state', 'describe', 'explain' and 'discuss'.

- The command word 'describe' requires you to give a representation of something in words; a 'picture in words'.
- An 'explain' question requires you to give reasons, or suggest causes.
- A 'discuss' or 'evaluate' question will usually be graded using level of response marking. You will be required to compose a detailed response which considers the topic of the question. You will need to compare and contrast and consider any pros and cons; provide a discussion or argument which is justified and supported.





While these words give an indication of what is expected, it is important to understand that these words do not stand on their own. In preparation for the exam, you should not focus on learning simply the meanings of these words in isolation of the rest of the question, but on interpreting the full question or task. The command words give an indication of what is wanted and in the context of the instruction or question the full meaning should be clear.

For example, the questions below all use the word 'describe', but all require different sorts of answers.

Question

Answer required

- Describe a _____. (Describe how they look).
- Describe the process for _____. (Describe a sequence of events).
- Describe the effect of _____ on _____. (Describe the changes following some sort of impact).

In examinations, the numbers of marks available can also give an indication of the depth of response expected. Half marks are never used:

- AO1 type questions typically require a separate point per mark,
- AO2 type questions may require a point or limited explanation for 1 mark with a further mark available for more depth or explanation,
- AO4 questions would expect a higher quality of response for higher marks, and these are usually marked using level of response marking.

HOW ARE THE OPTIONAL UNITS ASSESSED?

The optional units will be assessed through unit assignments. The unit assignments are externally set, internally marked and externally moderated. The assignments require you to identify and use effectively skills, knowledge and understanding from across the unit content area. You will be judged against the unit grading criteria.

The assessments for the optional units will require that you have experienced the full breadth of mandatory learning of the qualification in order to better demonstrate the rounded performance expected at higher grades.

HOW WILL I BE GRADED?

Individual assessments will be graded pass/merit/distinction where relevant.

Once all your assessments are complete, your evidence and the proposed marks from your tutor will be submitted to City & Guilds for moderation. City & Guilds will set the grade boundaries for each assessment and publish the results. Grade boundaries will be set using technical experts.



Grades from the synoptic and external assessment make up the overall qualification grade. The synoptic assignment will contribute 60% to the overall qualification grade. The external exam will contribute 40%. A distinction is available at qualification level for those who have achieved high-end distinction.

While optional units must be achieved to get a qualification grade, the individual optional unit grades will not count towards your grade, although they will be displayed on your certificate.

WHERE DO I GO IF I NEED MORE INFORMATION ABOUT MY ASSESSMENTS AND QUALIFICATION?

The most important sources of information you are likely to need are listed below:

- Your tutor/assessor is the most important source of information about your qualification.
- Your centre's student handbook or prospectus will provide more details.

On the rare occasion that you disagree with an assessor's decision, you should use your centre's appeals procedure. Ask an assessor or your Internal Quality Assurer (IQA) to help you if you are unsure of how to do this.

Your centre will refer any unresolved problems to City & Guilds. Make a note of your centre's website address here:

The City & Guilds website (www.cityandguilds.com) or City & Guilds Customer Relations (01924 930800).

The Habia website (www.habia.org.uk).





Image courtesy of Wella

A FEW WORDS FROM JENNIFER CHEYNE, OBE

Hairdressing is a fabulous career; I started at 15 years old, and found a job I loved and still do!

I have had incredible opportunities and amazing experiences, such as travelling the world presenting shows and seminars to thousands of hairdressers. It has been fun doing the hair of royalty, pop stars and actors and achieving awards. It is a thrill to see our work appearing in magazines from all over the globe. To receive the OBE from the Queen for my input to the hairdressing industry was a total surprise and of course a great thrill.

However, I often get asked what my greatest achievement is and, for me, I am very proud that at Cheynes we have a wonderful, talented, motivated team of hairdressers who are excellent at all aspects of their craft but most importantly they still want to learn, and that they focus on building a strong loyal clientele and enjoy pleasing people every day. They all love being a hairdresser.

You need to decide 'Do I want to be a good hairdresser or a fantastic hairdresser?' The only way to stay ahead is to have passion for learning. If you constantly want to learn and try to be better with each client, each haircut, each colour, each day, you will be successful and have a fabulous career in a wonderful industry.

How many other jobs allow you to make someone feel good and look good – dozens and dozens of times each week, and by working hard, gain the chance to earn a really excellent salary and have a great lifestyle.

What other job is completely different every single day? What other job is as much fun and enables you to meet lots of interesting people?

However, before you can enter this exciting world, you must have passion, energy and determination that you have what it takes to become a successful hairdresser.

Here at Cheynes, we have a saying: training is not just important, it is everything!

If you want to become really successful at your chosen profession, you will need to work really hard at first learning new skills and then perfecting them and at the same time, constantly focusing on becoming the best you can be. To become a really good hairdresser you don't just reach it one day, it is a journey – it is about constantly learning. You must be self-motivated and take responsibility, but first you must start with learning the basic skills that we can teach you.



Image courtesy of www.thechapel.co.uk

QUALIFICATION STRUCTURE

Image courtesy of Wellia



For the **Level 3 Advanced Technical Diploma in Hairdressing** you must cover the content detailed in the structure below:

MANDATORY UNITS

Unit number	Unit title	GLH
301	Hairdressing consultation services	60
302	Cut hair using a combination of techniques	120
303	Creatively colour and lighten hair	120
304	Creatively style and dress hair	60
401	Hair colour correction services	120

OPTIONAL UNITS

A minimum of 60 GLH are required from optional units

Unit number	Unit title	GLH
201	Cut men's hair using basic techniques	120
305	Creative hair extension services	60
306	Smoothing and strengthening systems	60
307	Create a variety of perming effects	90
308	Hair relaxing services	90
402	Specialist hair and scalp treatments	90
403	Creative hair design skills	60



TRACKING YOUR PROGRESS

Image courtesy of Wella

On the following two pages, you can tick off when you have covered all the topics and the scope/range for each unit.

You may find it useful to keep track of how you're progressing through the units.

MANDATORY UNITS

301 Hairdressing consultation services

Topics achieved ☐
All scope/range covered ☐
All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

302 Cut hair using a combination of techniques

Topics achieved ☐
All scope/range covered ☐
All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

303 Creatively colour and lighten hair

Topics achieved ☐
All scope/range covered ☐
All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____



Image courtesy of Wella



304 Creatively style and dress hair

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

401 Hair colour correction services

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

OPTIONAL UNITS

Highlight the optional units that you've chosen to do.

201 Cut men's hair using basic techniques

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

305 Creative hair extension services

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

306 Smoothing and strengthening systems

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

307 Create a variety of perming effects

Topics achieved ☐
 All scope/range covered ☐
 All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____



Image courtesy of Wella



308 Hair relaxing services

Topics achieved ☐

All scope/range covered ☐

All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

402 Specialist hair and scalp treatments

Topics achieved ☐

All scope/range covered ☐

All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

403 Creative hair design skills

Topics achieved ☐

All scope/range covered ☐

All 'Knowledge and understanding' explored ☐

Sign: _____

Date: _____

Image courtesy of Wella

SUMMARY OF OPTIONAL UNIT ACHIEVEMENT



Image courtesy of Wellia

Your assessor will use this section to confirm that you have covered all the scope/range for the optional units and let you know what grade you are aiming towards.

Candidate name: _____

Candidate enrolment number: _____

Centre name: _____

Centre number: _____

Optional units	Unit grade	Date achieved	Assessor signature	Candidate signature	IQA signature (if sampled)
201 Cut men's hair using basic techniques					
305 Creative hair extension services					
306 Smoothing and strengthening systems					
307 Create a variety of perming effects					
308 Hair relaxing services					
402 Specialist hair and scalp treatments					
403 Creative hair design skills					

Note: City & Guilds unit numbers are three-digit numbers in front of the unit titles (eg, 205, 206, 209, 210...). These numbers are to be used for results entry purposes, confirming achievement of units for which certification is requested. NOS unit numbers are shown in brackets.

IQA signature: _____

Date: _____



VALUES AND BEHAVIOURS

Image courtesy of Wella

Hair stylists need to be able to carry out consultations with clients, demonstrate the professionalism, values, behaviours, communication skills and safe working practices associated with their role and be able to work without supervision to a high level of precision, with exceptional client care skills.

VALUES

The following key values underpin the delivery of services in the hairdressing industry:

- 1 A willingness to learn.
- 2 The completion of treatments in a commercially viable time.
- 3 Meeting both organisational and industry standards of appearance.
- 4 Ensuring personal hygiene and protection meets accepted industry and organisational requirements.
- 5 A flexible working attitude.
- 6 A team worker.
- 7 Maintaining customer care.
- 8 A positive attitude.
- 9 Personal and professional ethics.
- 10 The ability to self-manage.
- 11 Creativity skills.
- 12 Excellent verbal and non-verbal communication skills.
- 13 The maintenance of effective, hygienic and safe working methods.
- 14 Adherence to workplace, suppliers' or manufacturers' instructions for the safe use of equipment, materials and products.

Image courtesy of Wella



Image courtesy of KMS California

Image courtesy of Goldwell



BEHAVIOURS

The following behaviours underpin the delivery of treatments in the hairdressing industry. These behaviours ensure that clients receive a positive impression of both the salon/spa and the individual.

- 1 Meeting the salon/spa's standards of behaviour.
- 2 Greeting the client respectfully and in a friendly manner.
- 3 Communicating with the client in a way that makes them feel valued and respected.
- 4 Identifying and confirming the client's expectations.
- 5 Treating the client courteously and helpfully at all times.
- 6 Keeping the client informed and reassured.
- 7 Adapting the behaviour to respond effectively to different client behaviour.
- 8 Responding promptly to a client seeking assistance.
- 9 Selecting the most appropriate way of communicating with the client.
- 10 Checking with the client that you have fully understood their expectations.
- 11 Responding promptly and positively to the clients' questions and comments.
- 12 Allowing the client time to consider the response and give further explanation when appropriate.
- 13 Quickly locating information that will help the client.
- 14 Giving the client the information they need about the treatments or products offered by the salon.
- 15 Recognising information that the client might find complicated and checking whether they fully understand it.
- 16 Explaining clearly to the client any reasons why their needs or expectations cannot be met.





HEALTH AND SAFETY WORKING PRACTICES

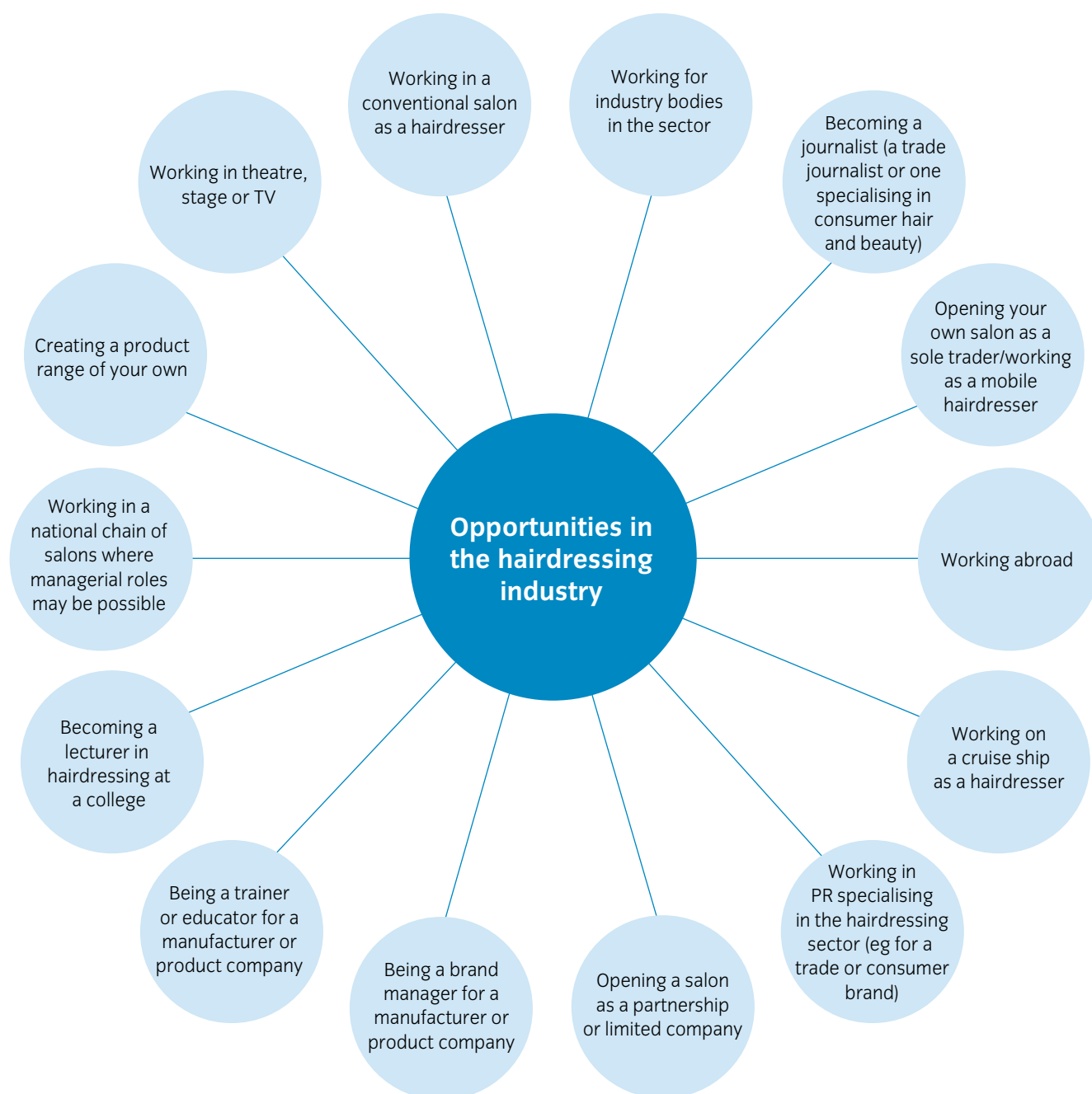
Image courtesy of Wella

You will need to work with consideration of health and safety working practices throughout each unit by:

- maintaining personal hygiene and safety practices
- preparing and keeping the work area clean and tidy
- minimising the risk of contact dermatitis, cross-infection and cross-infestation
- ensuring own posture and working methods minimise fatigue and risk of injury
- positioning clients to meet the needs of services without causing discomfort
- preparing client hair and protecting clothing
- following manufacturer and workplace instructions for the safe use of tools, equipment and products
- keeping client skin free of excess hair cuttings throughout cutting services
- testing hair and skin prior to and during colouring and lightening services
- testing hair prior to smoothing and strengthening services, perming and neutralising services, relaxing services and hair and scalp treatments
- wearing personal protective equipment when using relaxing chemicals

HAIRDRESSING CAREER PLANNER

Image courtesy of Wellia





EMPLOYER INVOLVEMENT TRACKER

Image courtesy of Wella

Employer involvement is essential to maximise the value of your experience. You must achieve the mandatory employer involvement requirement for this qualification before you can be awarded a qualification grade.

Activity	No. of hours	Date	Tutor signature

WORK EXPERIENCE RECORD

Image courtesy of Wella



Location:

Role:

Dates:

Hours:

Key areas learnt



Image courtesy of Wella

Employer feedback

Candidate signature: _____

Date: _____

Assessor signature: _____

Date: _____

IQA signature (if sampled) _____

Date: _____

TRADE TESTING (SYNOPTIC ASSIGNMENT)

Image courtesy of Wellia



GETTING READY FOR YOUR TRADE TEST (SYNOPTIC ASSIGNMENT)

Towards the end of your qualification you will be assessed on carrying out a variety of hairdressing services on a number of clients within a commercially set time.

This will be assessed to make sure you have the necessary skills, knowledge, values and behaviours to confirm that you are now ready to be employed in the hairdressing industry.

This end 'trade test' will require you to use consultation techniques to identify client requirements and build a professional rapport.

You will draw on the knowledge, understanding and practical skills you have developed during the qualification to deliver a range of personalised hairdressing services, adapting to any factors as required during the services.

You will be marked on the quality and accuracy of your practical performance and your ability to reflect on the services carried out. It is therefore important that you carry out your work out to the highest standard you can.

You should show how well you know and understand the subject and how you are able to use your knowledge and skills together to complete the tasks.

MOCK TRADE TEST (SAMPLE ASSIGNMENT)

You will be provided with the sample assignment/mock trade test by your tutor. The assignment will be in the form of a brief that will detail exactly what you will be expected to carry out.

The assignment will cover a range of services from across the units in the mandatory content of this qualification.

HINTS AND TIPS

You must always work safely, in particular while you are carrying out practical tasks.

HINTS AND TIPS

You must always follow any relevant health and safety regulations and codes of practice.



MARKING GRID

Image courtesy of Wella

The assessments for this qualification are set against a series of assessment objectives (AOs). They are designed to allow judgement of the candidate to be made across a number of different categories of performance. Each assessment for the qualification has been allocated a set number of marks against these AOs, based on weightings recommended by stakeholders of the qualification.

Assessment objective	Level 3 Advanced Technical Diploma in Hairdressing (540) Examples of types of knowledge expected	Weighting
A01 Recall of knowledge relating to the qualification Learning Outcomes.	Safe working practices; legislation; manufacturer's instructions; carrying out testing; awareness of tools; products and equipment; working with sustainable working practice (for example, waste disposal, efficient use of utilities); personal presentation and hygiene.	10%
A02 Understanding of concepts, theories and processes relating to the Learning Outcomes.	Planning methods; interpretation of test results; consideration of factors that can affect services and managing client expectations in relation to this; selection of products, tools, equipment and techniques; aftercare advice and recommendations.	15%
A03 Application of practical/technical skills.	Use of products, tools and equipment; application and adaptation of techniques; adapting services following results of tests and due to factors that may impact services; following methodical processes.	25%



Assessment objective	Level 3 Advanced Technical Diploma in Hairdressing (540) Examples of types of knowledge expected	Weighting
A04 Bringing it all together – coherence of the whole subject.	Planning a working timetable; working logically and methodically; keeping tools nearby; organising work stations sensibly; analysing, responding and adapting to factors that may affect services.	25%
A05 Attending to detail/perfecting.	Cross-checking; identification of factors; monitoring colour progression/development; fading/blending with precision; balancing the look; stepping back and looking from different angles; taking into account environmental effects eg lighting.	25%



Image courtesy of Wella

Use this section to make notes on which services link well together, what should be avoided, etc.

This image shows a full page of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There is a vertical margin line on the left side, creating a narrow left margin. The paper appears to be from a notebook or a standard ruled document.



MOCK ASSESSMENT FEEDBACK FORM

Image courtesy of Wella

Task/AO	Feedback
1	<p>Tutor feedback:</p> <hr/> <p>Learner self-reflection/evaluation:</p> <hr/>
2	<p>Tutor feedback:</p> <hr/> <p>Learner self-reflection/evaluation:</p> <hr/>
3	<p>Tutor feedback:</p> <hr/> <p>Learner self-reflection/evaluation:</p> <hr/>



Task/AO	Feedback
4	<p>Tutor feedback:</p> <hr/> <p>Learner self-reflection/evaluation:</p> <hr/>
5	<p>Tutor feedback:</p> <hr/> <p>Learner self-reflection/evaluation:</p> <hr/>



REVISION TIPS

Image courtesy of Wella

These revision tips will help you prepare for your external assessment.

- Regularly check your knowledge and understanding to ensure that you still remember key content covered at the start of the qualification.
- Take opportunities to recap, revise and recall, both in the classroom and using blended and online resources and activities. Find out which learning strategies work best for you.
- Use a range of different revision strategies that best meet your learning needs. For example, creating cue or flash cards can help you to remember key knowledge content. You could make use of mobile learning apps to prepare your own revision flash cards to help develop a secure understanding of key terminology, concepts and frameworks.
- Familiarise yourself with how to deal with different command verbs, such as the differences between responses which describe, explain, compare or evaluate.
- Ensure you have developed your note-taking skills. This will prepare you to capture and summarise the most important aspects of the content. These notes will be invaluable when you are preparing for your examination and help identify any gaps in your knowledge and understanding.
- Don't just memorise facts and figures, but try to make links and deeper connections. Visualisation and concept mapping can help you to apply your knowledge and understanding in different contexts and situations.
- You will need to manage your time effectively as independent candidates. Creating revision timetables or planners is a useful exercise to help you prioritise your learning activities, focusing on areas where there might be gaps in your understanding. There's an example of a revision timetable on page xxxi.
- It's important to stay fit and healthy in order to be well-prepared physically and mentally to demonstrate your knowledge and understanding. Remember to get enough sleep, drink plenty of water, eat well and get enough downtime in the build-up to the exam. Simple relaxation techniques can help if you are feeling stressed.

REVISION PLANNER

Image courtesy of Wellia



Week commencing:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9.00 am							
10.00 am							
11.00 am							
12.00 am							
1.00 pm							
2.00 pm							
3.00 pm							
4.00 pm							
5.00 pm							
6.00 pm							
7.00 pm							
8.00 pm							
9.00 pm							
10.00 pm							





UNIT 301

HAIRDRESSING CONSULTATION SERVICES

Client consultation is essential to the success of every technical service offered in a hairdressing salon. You will need to fully engage with your clients in order to meet their needs and manage their expectations. Your consultation skills are particularly important when working at this level because the services can be more challenging and you may be asked to provide support to colleagues with other consultation problems.

In this unit you will find out how to provide a comprehensive consultation and advisory service to clients. You will learn how to consult with clients with a variety of hair classifications and characteristics and develop the ability to tailor your recommendations depending on these factors.



WHAT IS THIS UNIT ABOUT?

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

MANDATORY

This unit has
two **outcomes**.

Outcome 1

**Work safely in a
salon environment**

Outcome 2

**Provide client
consultation services**

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- What communication methods will encourage clients to discuss their requirements?
- How can I personalise my services to individual requirements?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.

First impressions count and you only get one opportunity to make them.



A good consultation is the key to a successful relationship with your client.

Melanie Mitchell, Cheynes

CHEYNES



Image courtesy of MHD

Image courtesy of MHD

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES



TOPICS

Outcome 1

Work safely in a salon environment

- 1.1 Health and safety working practices
- 1.2 Environmental and sustainable working practices

Outcome 2

Provide client consultation services

- 2.1 The science of hair, skin and scalp
- 2.2 Consult with clients on hair services



A client may be with you for a long period of time, so offer them refreshments and magazines and make sure that they are comfortable.



A successful consultation is essential to ensuring you meet your client's expectations; you have to completely understand the client's needs to be able to create the hair they want. Building their trust is key – eye contact, questions about lifestyle and routine and really taking the time to listen are all important factors to gaining trust during a consultation.

Richard Ward

richard ward™
HAIR & METROSPA



UNIT PLANNER

UNIT 301 HAIRDRESSING CONSULTATION SERVICES

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the trade test or skills check.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety working practices	
understand the health and safety working practice requirements when working in a salon environment. The following is a comprehensive list of the legislation that applies in the hairdressing industry. For purposes of assessment you must appreciate that there is legislation and how each applies:	
Health and Safety at Work Act	<input type="radio"/>
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)	<input type="radio"/>
The Health and Safety (First Aid) Regulations	<input type="radio"/>
The Regulatory Reform (Fire Safety) Order	<input type="radio"/>
The Manual Handling Operations Regulations	<input type="radio"/>
The Control of Substances Hazardous to Health Regulations (COSHH)	<input type="radio"/>
The Electricity at Work Regulations	<input type="radio"/>
The Environmental Protection Act	<input type="radio"/>
The Health and Safety (Information for Employees) Regulations	<input type="radio"/>
The Data Protection Act – the importance of the correct completion, storage and security of client records, the importance of confidentiality and the consequences if this is not maintained	<input type="radio"/>
Working Time Regulations	<input type="radio"/>
Cosmetic Products Enforcement Regulations	<input type="radio"/>
The Sale of Goods Act and the Distance Selling Act (replaced in June 2014 by Consumer Contracts Regulations) – legal responsibilities under current consumer and retail legislation for describing the features and benefits of products and services	<input type="radio"/>
The Trade Descriptions Act	<input type="radio"/>
Consumer Protection legislation	<input type="radio"/>
The Equality Act – the importance of not discriminating against clients	<input type="radio"/>
Local by-laws specific to some services eg colouring, colour correction	<input type="radio"/>

Continues on next page

The external assessment will come from the mandatory content of this qualification to confirm your breadth of knowledge and understanding.



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD

You need to:	Tick
understand the legal significance of maintaining client records:	
referring to client records for previous services that may affect services	<input type="radio"/>
recording of client responses to questioning in case of legal dispute	<input type="radio"/>
the importance of gaining and recording client agreement to services	<input type="radio"/>
the importance of updating client records with services	<input type="radio"/>
understand industry requirements relevant to consultation services including:	
responsibilities and reasons for maintaining personal hygiene, protection and appearance	<input type="radio"/>
salon procedures and manufacturers' instructions in relation to conducting tests	<input type="radio"/>
the importance of agreeing, confirming and recording the course of action	<input type="radio"/>
Environmental and sustainable working practices	
understand the different types of environmental and sustainable working methods as stipulated in the Environmental Protection Act, including:	
environmental, for example temperature, ventilation, lighting, volume of music/sounds	<input type="radio"/>
sustainability, for example recycling, reducing and managing waste, reducing utility usage, using eco-friendly products	<input type="radio"/>
The science of hair, skin and scalp	
understand the science of hair, skin and scalp and how it affects services with consideration of:	
the structure and function of hair and skin	<input type="radio"/>
the growth cycle of hair	<input type="radio"/>
male pattern baldness	<input type="radio"/>
different types of hair classification; for example, Type 1 – straight hair, Type 2 – wavy hair, Type 3 – curly hair, Type 4 – very curly hair	<input type="radio"/>
different types of hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length	<input type="radio"/>
recognising adverse hair, skin and scalp conditions and their possible causes; for example, ringworm, impetigo, scabies, eczema, alopecia, psoriasis, folliculitis, dandruff, keloid scarring, ingrowing hair, head lice	<input type="radio"/>
the types and purposes of tests including elasticity, porosity, incompatibility, skin, development	<input type="radio"/>
the consequences of failing to carry out hair and skin tests	<input type="radio"/>

Image courtesy of Goldwell



You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

WHAT DO YOU NEED TO COVER?

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved before your trade test. You need to:

Carry out consultation services for the following services:

creative restyle

creatively style and dress hair

creative colour

hair colour correction

Carry out consultation services on the following hair classifications:

type 1 – straight hair

type 2 – wavy hair

type 3 – curly hair

type 4 – very curly hair

Carry out consultation services on the following hair characteristics:

hair density

hair texture

hair elasticity

hair porosity

hair condition

hair growth patterns

hair length

Consult with clients to identify the best course of action, with consideration of:

using a variety of verbal and non-verbal communication skills

treating clients with courtesy, empathy and sensitivity throughout services

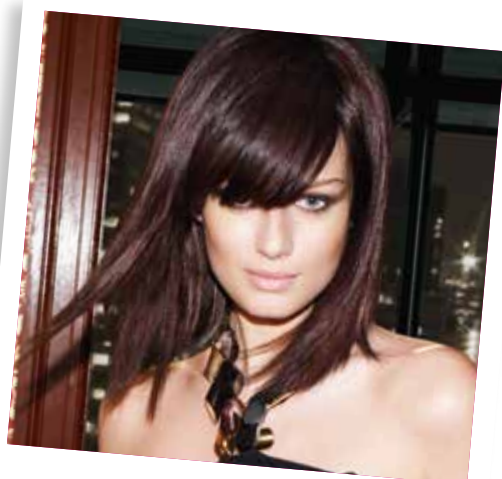
professional practice, positive values and behaviours

maintaining customer care

exploring client expectations and explaining any service limitations

The synoptic assignment for this qualification will require you to use your skills and knowledge of a range of treatments from across the mandatory units in this qualification.

Continues on next page



A thorough consultation should last around 10–15 minutes and leave you with a mutual and confident understanding of the desired outcome.

Richard Ward

richard ward™
HAIR & METROSPA



WHAT DO YOU NEED TO COVER? (CONTINUED)

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD

using previous client records to identify any factors likely to affect services

adapting consultation techniques when communicating with clients as required; for example, different cultures, religions, ages, disabilities and genders

using different types of visual aids; for example, magazines, colour charts, instagram, pinterest

using sources of inspiration; for example, historical, cultural and fashion

confirming age of clients

explaining the client commitment to agreed services; for example, duration, cost and maintenance

analysing hair, skin and scalp

recognising contra-indications that could prevent or affect services and the action to take; for example, allergies and contagious skin disorders

carrying out necessary hair and skin tests

basing recommendations on an accurate analysis of the client's hair and its potential to achieve the look

considering the impact client features may have on the finished look; for example, facial features, head, face and body shape

remaining diplomatic when referring clients with adverse hair, skin or scalp conditions

recommending external services that may be required by the client

working within limits of authority

agreeing the best course of action to meet client requirements

providing advice on maintenance and future services

recording results of tests and services

maintaining client records and confidentiality



Image courtesy of KMS California

USEFUL WORDS

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES



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

Adverse hair, skin and scalp conditions

Factors of the hair, skin or scalp may limit what services clients can have; for example, if a client has psoriasis, then it may not be advisable to have a lot of harsh chemicals used on their hair.

Alopecia

Hair loss, for example, thinning hair, bald patches over the head, or total hair loss over the head and body.

Client's lifestyle

Factors in the client's life that influence the choice of hairstyle; eg a client who works in the fashion industry may wish to match their image with the latest fashions.



Consultation

A discussion between the stylist and a client to determine the services and treatments that reflect the client's requirements.



Contra-indication

A disease, hair disorder, infection of the scalp, infection of the skin, breakage of the hair or infestation, which prevents a service

or treatment from taking place.

Incompatibility

When a previous service or product will cause a reaction with any chemicals being added to the hair.

Infection of the skin

A condition that may cause visible signs of swelling, or redness on the skin, and may spread.



Infestation

A condition whereby parasites such as head lice or scabies live on a person's head or skin, feeding off nutrients found in their blood

and body tissue. The parasites spread very easily from one person to another.

Keloid scarring

Excess growth of scar tissue at the site of a healed skin injury.

Non-infectious skin condition

A condition that does not spread from one person to another; for example, eczema.

Referral

When a client is advised to seek further advice from an expert; for example, if a client had visible signs of head lice, you would refer them to a pharmacist.

Trichologist

A specialist in hair and scalp disorders, to whom you might refer a client with signs of thinning, weak hair.

[Continues on next page](#)

HINTS AND TIPS

Never be scared to ask for a second opinion from a senior team member during a consultation.



USEFUL WORDS (CONTINUED)

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD

Hair classifications

Hairdressers and barbers must be able to work with all hair types ranging from straight hair to very curly, wiry hair.

Straight hair	Wavy hair			Wavy-curly hair		Tight-curly hair	Kinky-curly hair	Kinky hair	Z-pattern hair
1	2A	2B	2C	3A	3B	3C	4A	4B	4C

Type 1 – Straight hair

- Fine/thin – hair tends to be very soft, shiny and oily, and it can be difficult to hold a curl.
- Medium – hair has lots of volume and body.
- Coarse – hair is normally extremely straight and difficult to curl.

Type 2 – Wavy hair

- Fine/thin – hair has a definite 'S' pattern. Normally can accomplish various styles.
- Medium – hair tends to be frizzy and a little resistant to styling.
- Coarse – hair is also resistant to styling and normally very frizzy; tends to have thicker waves.

Type 3 – Curly hair

- Loose curls – hair tends to have a combination texture. It can be thick and full with lots of body, with a definite 'S' pattern. It also tends to be frizzy.
- Tight curls – also tends to have a combination texture, with a medium amount of curl.

Type 4 – Very curly hair

- Soft – hair tends to be very fragile, tightly coiled and has a more defined curly pattern.
- Wiry – also very fragile and tightly coiled; however with a less defined curly pattern – has more of a 'Z' pattern shape.

Body language is just as important as what you say to the client, so always be professionally dressed, smile and create a good impression.



Image courtesy of AndrewBuckle/Creative hair by Hector Obeng

SCOPE RECORD

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Services

Record the consultation services carried out for each client.

Creative restyle	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Creatively style and dress hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Creative colour	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair colour correction	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Hair classifications

Record the type of hair consultation services carried out for each client.

Type 1 – straight hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Type 2 – wavy hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Type 3 – curly hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Type 4 – very curly hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Hair characteristics

Record the hair characteristic consultation services carried out for each client.

Hair density	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair texture	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair elasticity	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair porosity	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair condition	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair growth patterns	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair length	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

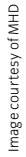


Use this section to reflect on your performance as you practise and develop your skills. Give yourself a score from the Level of my performance key below and add your comments. Your tutor will also give you feedback based on their observation.

- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

Continues on next page

CONSULTATION SERVICES

Unit 301 Hairdressing Consultation Services 13



SUPPLEMENTARY COMMENTS

UNIT 301 HAIRDRESSING

CONSULTATION SERVICES

Image courtesy of MHD

Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 4.

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:

IQA signature (if sampled):

Date:







UNIT 302

CUT HAIR USING A COMBINATION OF TECHNIQUES

A good haircut is the basis of every great hairstyle and can completely change the client's image. Clients visit the salon for a cut more than any other service, so it's essential to develop the skills and techniques required to deliver a fantastic cut. As a professional stylist you can inspire your client with your eye for design, taking your cutting to the extreme, or toning it down to suit the individual's needs and lifestyle.

In this unit you will use advanced cutting techniques to create personalised and individual restyled looks. You will develop and hone your hairdressing skills to create different styles, taking into account any factors that may impact the style.



WHAT IS THIS UNIT ABOUT?

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES

MANDATORY

This unit has two outcomes.

Outcome 1

Work safely when cutting hair using a combination of techniques

Outcome 2

Provide hair cutting services using a combination of techniques



A great haircut is the foundation for all successful hairdressing work. Apart from client consultation, the haircut is the most important part of the whole hairdressing process and underpins all other hairdressing services.

Jennifer Cheyne, OBE

CHEYNES

Always double-check with the client how much hair they want you to cut. Once you have made the cut, there is no going back!



GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I upskill my existing cutting techniques to achieve advanced looks?
- How can I personalise hair cutting services to individual requirements?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES



TOPICS

Outcome 1

Work safely when cutting hair using a combination of techniques

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide hair cutting services using a combination of techniques

- 2.1 The different factors that can impact services
- 2.2 Tools, products and equipment for cutting hair
- 2.3 Provide haircutting services
- 2.4 Aftercare advice and recommendations



Mastering precision technique forms the foundation of the Sassoon education system. Our educators deliver our philosophy with confidence and creativity, they teach the rules of freedom – knowing the rules and then how to break them.

Sassoon

SASSOON

Always invest in good quality cutting tools. You can have a great technique but with poor quality tools the haircut will be compromised.



HINTS AND TIPS

Personalising a haircut is the key to gaining a regular client.





UNIT PLANNER

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES

Image courtesy of Goldwell

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the trade test or skills check.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES

Image courtesy of Goldwell



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect cutting hair with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks which exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
the protective clothing that should be available for clients	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
methods of working safely and hygienically to minimise the risk of cross-infection and cross-infestation	<input type="radio"/>
Tools, products and equipment for cutting hair	
use tools, products and equipment when cutting hair with consideration of:	
why hair products should be removed from hair prior to cutting	<input type="radio"/>
how to use and maintain cutting tools and equipment	<input type="radio"/>
effects that different sizes of clipper blades and attachments achieve	<input type="radio"/>
how to align blades and test clippers	<input type="radio"/>
which tools can be used on either wet or dry hair or both	<input type="radio"/>
the types of products available for finishing hair	<input type="radio"/>
Provide haircutting services	
understand the considerations to be taken when providing hair cutting services:	
the importance of keeping hair damp when cutting wet hair	<input type="radio"/>
how to create and follow guidelines	<input type="radio"/>
how to create outline shapes that are accurate and defined	<input type="radio"/>
the importance of applying the correct degree of tension to the hair when cutting	<input type="radio"/>
how to personalise cutting and finishing techniques	<input type="radio"/>
how to cross check the cut including checking distribution of weight, balance and shape	<input type="radio"/>

The external assessment will come from the mandatory content of this qualification to confirm your breadth of knowledge and understanding.

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.



WHAT DO YOU NEED TO COVER?

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES

Image courtesy of Goldwell

SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved before your trade test. You need to:

The synoptic assignment for this qualification will require you to use your skills and knowledge of a range of treatments from across the mandatory units in this qualification.

Adapt hair cutting to take into account the relevant factors that may affect services and any problems that may occur:

wet or dry hair cutting
hair classifications;
for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair
hair characteristics;
for example, hair
density, hair texture,
hair elasticity, hair
porosity, hair condition,
hair growth patterns,
hair length
the impact client
features may have
on the finished look
client requirements
client lifestyle

the types of problems that may occur during cutting services and ways in which they can be resolved

Cut hair using a combination of cutting techniques including:

graduation
layering
tapering
club cutting
scissors over comb
clipper over comb
thinning
freehand
texturising
disconnecting

Advise clients and make recommendations following hair cutting services including:

how to maintain the look

suggested time between cuts

the products and services provided in the salon



Scissors will need to be serviced on a regular basis in order to ensure that they maintain balance and sharpness for a clean precision cut.

Melanie Mitchell, Cheynes

CHEYNES



Image courtesy of MHD

USEFUL WORDS

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES



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



Club cutting

A technique used to add bulk and define a perimeter.



Tapering cutting

A fine line into the head shape, for example, when blending layers from the fringe to a longer length at the front of the haircut.

Current look

A commercial style that is currently fashionable. It might be a style that a celebrity has and which clients may request.

Disconnected cut

When one or more sections of the haircut do not connect, link or blend with adjacent sections.

Texturising

Removing small or large amounts of hair bulk to add definition, shape and movement to the style. Scissors or a razor can be used for this.



Freehand cutting

Cutting without holding the hair in place, so there is no tension. An example is when cutting a fringe.



Thinning

Reducing hair bulk without reducing the overall hair length. This can be achieved with scissors or a razor.

Graduating cutting

Blending hair layers from a longer to a shorter length, or from a shorter to a longer length.

Precision cut

A cut that uses strong, accurate, clearly defined lines, such as a geometric cut.

Scissor over comb

A technique used to cut the hair very short, following the natural contours of the head. The hair is lifted and held in the comb by combing the hair in an upward motion, and the hair that protrudes through the comb is cut, holding the scissors above the comb.

Hairdressing is part of the fashion industry, and therefore you must always look the part. This includes hair, make-up and clothes.



Creativity is power: when unleashed, it will change your life forever.

Stell Andrew/Rush

RUSH
HAIR & BEAUTY



SCOPE RECORD

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES

Image courtesy of Goldwell

Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Wet or dry hair cutting	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client features	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client requirements	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client lifestyle	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Cutting techniques

Record the cutting techniques used for each client.

Graduation	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Layering	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Tapering	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Club cutting	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Scissors over comb	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Clipper over comb	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Thinning	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Freehand	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Texturising	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Disconnecting	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page

SCOPE RECORD (CONTINUED)

UNIT 302 CUT HAIR USING

A COMBINATION OF TECHNIQUES



Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>
Suggested time between cuts	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>
Products and services provided	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>	<div> <div></div> <div>Date:</div> </div> <div> <div></div> <div>Sign:</div> </div>

Some clients will see a picture and want to look like that person. You may need to explain that, if their hairline does not sit correctly for the cut, the look would not suit their face shape or they may not be able to recreate the look due to their lifestyle.





Use this section to reflect on your performance as you practise and develop your skills. Give yourself a score from the Level of my performance key below and add your comments. Your tutor will also give you feedback based on their observation.

- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

Continues on next page

A COMBINATION OF TECHNIQUES

Unit 302 Cut Hair Using a Combination of Techniques 27



SUPPLEMENTARY COMMENTS

UNIT 302 CUT HAIR USING A COMBINATION OF TECHNIQUES

Image courtesy of Goldwell

Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 20.

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:

IQA signature (if sampled):

Date:





Hair by Mark Leeson from Mark Leeson Mansfield & Chesterfield Photographer: Andrew O'Toole
Make-up: Claire Read & Denise Rabor Styling: Bernard Connolly Products: Goldwell



UNIT 303

CREATIVELY COLOUR AND LIGHTEN HAIR

Whether using weaving techniques to create a natural effect, or contemporary slicing and block colouring techniques for bold statements, innovative colour placement will accentuate your client's style and complement the hair cutting and styling services. With innovative colour placement you can create a huge variety of looks: dark and mysterious, subtle and sun-kissed or crazy and colourful.

In this unit you will learn to combine, adapt and personalise a range of colouring and lightening techniques to achieve a variety of fashion effects. You will also develop your knowledge of how to restore depth and tone of colour, neutralise colour tone and colour resistant hair.



WHAT IS THIS UNIT ABOUT?

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR

MANDATORY

This unit has two outcomes.

Outcome 1

Work safely when providing colouring and lightening services

Outcome 2

Provide colouring and lightening services



Colour is the most dramatic change that you can make to a client's hair – from blonde to brunette, her image can be totally changed.

Andrew Barton

ANDREW BARTON



GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I upskill my existing colouring and lightening techniques to achieve advanced looks?
- How can I personalise colouring and lightening services to individual requirements?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.

HINTS AND TIPS

Any persons under the age of 16 years cannot have the following chemicals used or have the product applied on their own hair – quasi-permanent hair colouring, permanent hair colouring, permanent waving, bleach, lighteners, relaxing and chemical straightening products.

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR



TOPICS

Outcome 1

Work safely when providing colouring and lightening services

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide colouring and lightening services

- 2.1 The scientific principles of colouring and lightening hair
- 2.2 The different factors that can impact services
- 2.3 Colouring and lightening techniques
- 2.4 Aftercare advice and recommendations



As a colourist you need to be realistic about what is actually possible. A client may want to go from jet black to blonde in one sitting, but the reality is that this is a challenge. As a professional colourist you know what is possible to achieve, and it's always wise to manage your clients' expectations. This does not mean being negative, but you need to be realistic and explain that some things are just not possible – at least not without causing excessive damage to the hair.

Mark Leeson



If product representatives often offer training for new products in the salon, try to take the time to attend.





UNIT PLANNER

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR

Image courtesy of Cheynes

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the trade test or skills check.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR

Image courtesy of Cheynes



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when are you confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect colouring and lightening hair services with consideration of:	
methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks which exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
how to avoid contact dermatitis developing whilst carrying out colouring and lightening services	<input type="radio"/>
the types and purposes of tests	<input type="radio"/>
when and how colouring and lightening tests are carried out	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
client age limitations for the use of colouring and lightening products in line with EU regulations	<input type="radio"/>

The external assessment will come from the mandatory content of this qualification to confirm your breadth of knowledge and understanding.

Continues on next page



CRAZY COLOR® Neutral Mix can be mixed with any other vibrant CRAZY COLOR® shade to create softer pastel shades. This is perfect for those who are looking to dye their hair for the first time and perhaps would like a softer result.

Crazy Color



Image courtesy of Crazy Color



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR

Image courtesy of Cheynes

You need to:	Tick
The scientific principles of colouring and lightening hair	
understand the scientific principles of colouring and lightening hair including:	
types of colouring and lightening products including semi-permanent, quasi-permanent, permanent, lighteners, toners	<input type="radio"/>
the pH values of different colouring and lightening products	<input type="radio"/>
the effects on the hair structure when colouring and lightening hair	<input type="radio"/>
the principles of colour selection, including the International Colour Chart (ICC)	<input type="radio"/>
how the natural pigmentation of hair affects the choice of colouring and lightening products	<input type="radio"/>
how the type and distribution of melanin creates natural hair colour	<input type="radio"/>
the effects of natural and artificial light on the appearance of hair colour	<input type="radio"/>
how the different strengths of hydrogen peroxide affect the colouring and lightening of the hair	<input type="radio"/>
what is meant by the term 'oxidation'	<input type="radio"/>
the effects on the hair structure when pre-softening and pre-pigmenting hair	<input type="radio"/>
effects of temperature on the application and development of colouring products and lighteners	<input type="radio"/>
the importance of monitoring the development of colouring and lightening products	<input type="radio"/>
the importance of restoring the hair's pH balance after the colouring or lightening process	<input type="radio"/>
Colouring and lightening techniques	
understand the considerations to be taken when providing colouring and lightening services:	
how to place colour in a way that complements a hair style	<input type="radio"/>
how to carry out a full head and regrowth application using lighteners	<input type="radio"/>
the importance of applying lighteners quickly and accurately	<input type="radio"/>
how the application and removal of lightener should be adapted to minimise scalp sensitivity and hair damage	<input type="radio"/>
why it is important to avoid disturbing areas still processing when removing product from developed areas	<input type="radio"/>
why toners are used after lightening products	<input type="radio"/>
the reasons for pre-lightening	<input type="radio"/>
how to neutralise colour tone	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

WHAT DO YOU NEED TO COVER?

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved before your trade test. You need to:

Adapt colouring and lightening services to take account of the relevant factors that may affect services and any problems that may occur:

hair classifications; for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length

skin tone

existing colour of hair

percentage of white hair

test results, hair and scalp conditions, contra-indications

product choice and strength of hydrogen peroxide

application and development times

temperature

previous hair services; for example, recent perm or relaxer, recent removal of hair extensions

Colour and lighten hair using a variety of techniques:

full head or regrowth application of a lightener

slicing

weaving

balayage/ombré

block colour

Advise clients and make recommendations following colouring and lightening services including:

how to maintain colour
suggested time interval between services

aftercare products and future services

The synoptic assignment for this qualification will require you to use your skills and knowledge of a range of treatments from across the mandatory units in this qualification.



Hair colour is the paint box for any professional hairdresser, bringing any haircut to life. Confidence and knowledge in hair colour will help shape a very successful career.

William Wilson Goldwell

GOLDWELL

CLOSER TO STYLISTS. CLOSER TO HAIR.



USEFUL WORDS

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR

Image courtesy of Cheynes

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

Balayage/ombré

A freehand technique that gives a soft, natural sun-kissed look.

Block colouring

Colouring areas of hair in a way that is intended to enhance the style of the cut.

Melanin

The natural pigment that gives colour to the skin and hair. Different types give different colours; for instance, eumelanin is responsible for black and brown tones.

Skin test/patch test

A test carried out prior to colouring services, following a manufacturer's instructions, to ascertain whether the client's skin may react with the chemicals in the colouring product.

Slicing

A technique used to select slices of hair to be coloured.

Colour depth

Lightness or darkness of the hair, ranging from 2–9 on the International Colour Chart system.

Contra-indications

When a client has a medical or hair condition that may react with services or products.

Decolouring/colour reduction

Removing artificial/synthetic colour from the hair.

Elasticity test

A test carried out on the hair to check the condition of the cortex; if the hair is healthy, it should stretch and return.

Incompatibility test

A test to see if the hair will react to any of the chemical products that are about to be used on it.

Strand test

A test carried out during colour development to check the progress of the colour and identify when it should be removed.

Weaving

A technique usually using foil, wraps or mesh for adding multiple colours to hair.

Lightening

This refers to a range of bleaching products for hair. Examples include powder bleach, oil bleach and gel bleach.

A lightening product

also removes eumelanin and pheomelanin, and they do not deposit tone.

MHD



MHD



MHD



SCOPE RECORD

UNIT 303 CREATIVELY COLOUR

AND LIGHTEN HAIR



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Skin tone	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Existing colour of hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Percentage of white hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Test results, hair and scalp conditions, contra-indications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Product choice and strength of hydrogen peroxide	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Application and development times	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Temperature	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Previous hair services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page



HINTS AND TIPS

Manufacturers' instructions (MFIs) should be always be read before using a product because the method of application and development times may differ.



SCOPE RECORD (CONTINUED)

UNIT 303 CREATIVELY COLOUR AND LIGHTEN HAIR

Image courtesy of Cheynes

Colouring and lightening techniques

Full head or regrowth
application of a lightener

Slicing

Weaving

Balayage/ombré

Block colour

Record the techniques used for each client.

<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:

Advice and recommendations

How to maintain colour

Suggested time interval
between services

Aftercare products
and future services

Record the advice and recommendations given to each client.

<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:

In some salons there will be a cutting and colouring specialist. You will need to work as part of a team to create the overall look that the client requires.



Hair and photography: Theo Georgio MUA: Gavin Pickle, Sharon Cannon

image courtesy of Cheynes



Level of my performance

- [illegible]

Unit 303 Creatively Colour and Lighten Hair 41

[illegible]

SUPPLEMENTARY COMMENTS

UNIT 303 CREATIVELY COLOUR AND LIGHTEN HAIR

Image courtesy of Cheynes



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 34.

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:

IQA signature (if sampled):

Date:





UNIT 304

CREATIVELY STYLE AND DRESS HAIR

Styling and finishing techniques are key to the finish of every service you offer in the salon. A great finish to a haircut or colour will send your client out of the salon feeling like a million dollars! These techniques form the end of many hairdressing services, as well as being used as a service themselves. You can use your creativity to produce show-stopping looks that reflect the client's individuality.

In this unit you will use a variety of conventional and non-conventional styling and dressing techniques to produce innovative, fashionable, creative and personalised looks. You will develop the skills required to combine and adapt these techniques and to incorporate accessories and added hair to create stunning effects.



WHAT IS THIS UNIT ABOUT?

UNIT 304 CREATIVELY STYLE AND DRESS HAIR

MANDATORY

This unit has two outcomes.

Outcome 1
Work safely when styling and dressing hair

Outcome 2
Provide creative styling and dressing services

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I upskill my existing styling and dressing skills to achieve advanced looks?
- How can I personalise my services to individual requirements?
- Where can my skills progress to?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



Always take into account the client's hair type and tailor the products to it; if it's dry, use an oil to increase shine and add moisture, or if it's prone to flyaways, control them with an anti-frizz hairspray. Use the cool shot on your hairdryer to blast the hair with cold air; this helps set the style and fix the hair in place.

Richard Ward

richard ward™
HAIR & METROSPA

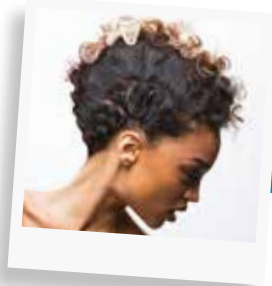
Image courtesy of MHD

Image courtesy of Richard Ward

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR



TOPICS

Outcome 1

Work safely when styling and dressing hair

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide creative styling and dressing hair services

- 2.1 The scientific principles of creatively styling and dressing hair
- 2.2 The different factors that can impact services
- 2.3 Techniques for styling and dressing hair
- 2.4 Aftercare advice and recommendations



HINTS AND TIPS

Think 'outside the box' when styling and dressing hair. Using non-conventional styling techniques will be a talking point in the salon.

Be ambitious! If you see a photo of a brilliant style, try it yourself and develop it further.





UNIT PLANNER

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the trade test or skills check.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect styling and dressing hair services with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks which exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
the protective clothing that should be available for clients	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
methods of working safely and hygienically to minimise the risk of cross-infection and cross-infestation	<input type="radio"/>
The scientific principles of creatively styling and dressing hair	
understand the scientific principles of creatively styling and dressing hair and how they affect the hair structure:	
styling, setting and drying	<input type="radio"/>
humidity	<input type="radio"/>
styling and finishing products	<input type="radio"/>
backcombing and back brushing	<input type="radio"/>

The external assessment will come from the mandatory content of this qualification to confirm your breadth of knowledge and understanding.

Continues on next page

Image courtesy of Group Momentum/Paul Fallick





WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 304 CREATIVELY STYLE AND DRESS HAIR

Image courtesy of MHD

You need to:	Tick
Techniques for styling and dressing hair	
understand the considerations to be taken when providing styling and dressing services:	
suitability of specific products and tools for use with different hair types and classifications	<input type="radio"/>
methods of handling, controlling and securing hair during the styling and dressing process	<input type="radio"/>
the importance of applying correct technique during styling and dressing services	<input type="radio"/>
types of conventional and non-conventional items that may be used when styling hair and the effects they create	<input type="radio"/>
how to incorporate and secure added hair	<input type="radio"/>
how to blend the client's own hair and added hair	<input type="radio"/>
how to combine and adapt styling and dressing techniques in an innovative way	<input type="radio"/>
how to incorporate and secure accessories to complement and enhance the look	<input type="radio"/>
ways to secure the hair so that any pins, grips or bands are hidden	<input type="radio"/>
how to avoid damage to the hair, skin and scalp including the application of heat	<input type="radio"/>
the type of checks needed during styling, dressing and finishing services to ensure the intended shape, direction, balance and volume is achieved	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

HINTS AND TIPS

Your imagination is the only limit when it comes to creating dramatic hair-up styles.

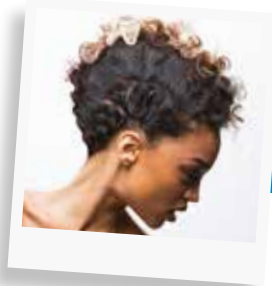


Hair by david corbett @ David Corbett Hairdressing, Glasgow Photography by John Rawson @ www.therawsonpartnership.net
Make-up by Ian Nguyen-Grealis Clothes Styling by Magdalena Marciniak

WHAT DO YOU NEED TO COVER?

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved before your trade test. You need to:

Adapt creative styling and dressing services to take into account any factors that may affect services and any problems that may occur:

hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length

hair classifications; for example, Type 1 – straight hair, Type 2 – wavy hair, Type 3 – curly hair, Type 4 – very curly hair

desired look; for example, height, curl requirement, blow drying, setting

the occasion; for example, prom, wedding, party

head and face shape

the potential consequences of excessive tension on the hair and scalp

Style and dress hair using a combination of techniques:

conventional styling tools and techniques, including: setting, pin curling, finger waving, rolls, plaits, twists, curls, woven

non-conventional styling techniques, including: rags, foil, straws, ribbons, chopsticks, rik-raks, added hair

incorporating ornamentation

Advise clients and make recommendations following creative styling and dressing services, including:

how to maintain the look during the occasion

how to remove the style

aftercare products and future services

The synoptic assignment for this qualification will require you to use your skills and knowledge of a range of treatments from across the mandatory units in this qualification.





USEFUL WORDS

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR

Image courtesy of MHD

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



Added hair

A small or large hairpiece, or a small amount of hair attached to a comb or pin, and added to the style.



Conventional

Techniques and equipment that are generally used when styling and dressing hair, including setting, pin curling, finger waving, rolls, plaits, twists, curls, woven.

Environmental and sustainable working practices

Practices which reduce harm to the environment and reduce wastage of resources.

Hair density

How many hairs there are on the head. The more hairs on the head, the denser/thicker it is.

Non-conventional items

Things not usually used when styling and dressing hair, including rags, foil, straws, ribbons, chopsticks, rik-raks, added hair

Rik-raks

When the hair is wound around an object and straightening irons are used to secure a wave or bend in the hair.

Roll

Also called vertical or horizontal roll, a fold within the hair that can be dressed on its own in a classical style, or incorporated with other features.



Traction alopecia

A condition that results in an area of baldness due to excessive tension applied to the hair.

Twists

A small section of hair twisted along the length; a variation is the scalp twist, adding strands of hair into the twist.



Wadding

Used to pad the hair out; an example of this could be a hair donut, sausage or padding used for producing chignons, buns and bridal hairstyles in the hair.

Images courtesy of MHD

If you are asked to pass up a client to a fellow stylist, always work as part of a team; it will make the salon run smoothly and portray a professional image.



SCOPE RECORD

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Desired look	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
The occasion	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Head and face shape	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
The potential consequences of excessive tension on the hair and scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page



When finishing a blow dry, products can make all the difference. Products can turn a good blow dry into a perfect one; there are many different serums, oils, waxes and sprays specifically designed to help you create the look you are going for, whether it's beachy and tousled or sleek and glossy.

Richard Ward

richard ward™
HAIR & METRO SPA



SCOPE RECORD (CONTINUED)

UNIT 304 CREATIVELY STYLE AND DRESS HAIR

Image courtesy of MHD

Techniques

Record the styling and dressing techniques used for each client.

Conventional styling tools and techniques	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Non-conventional styling tools and techniques	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Incorporating ornamentation/ accessories	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Added hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look during the occasion	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
How to remove the style	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Aftercare products and future services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:



Anton Maltsev/Shutterstock.com

HINTS AND TIPS

An amazing finished look is one of the key factors for bringing your client back to the salon.

image courtesy of MHD



Level of my performance

- [illegible]

Unit 304 Creatively Style and Dress Hair 55

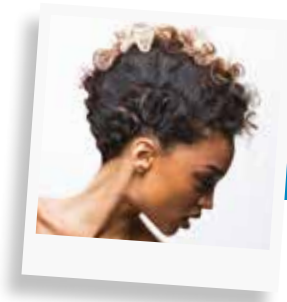
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SUPPLEMENTARY COMMENTS

UNIT 304 CREATIVELY STYLE

AND DRESS HAIR

Image courtesy of MHD



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 48.

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:

IQA signature (if sampled):

Date:



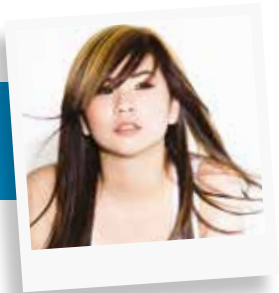


UNIT 401

HAIR COLOUR CORRECTION SERVICES

The advanced technical skills of colour correction are increasingly in demand. As more clients experiment with colour themselves and change their hair colour more often, colour correction is becoming a regular specialist service in many salons. It is important to understand the principles of colour to be able to resolve complex colouring problems.

In this unit you will develop the advanced skills necessary to determine and correct complex colouring problems. You will learn how to remove artificial colour, remove bands of colour, recolour lightened hair, recolour hair that has had artificial colour removed and correct highlights and lowlights.



WHAT IS THIS UNIT ABOUT?

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

MANDATORY

This unit has
two outcomes.

Outcome 1

Work safely when
providing hair colour
correction services

Outcome 2

Provide hair colour
correction services

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I upskill my existing colouring and lightening techniques to be able to provide advanced colour correction?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this treatment to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



When correcting colour a great colourist always has the hair's integrity in mind, that is why it is important to understand the structure and limits of the hair and wherever possible use gentle colour removers.

**Brittany Newby, National Educator
for Passion4hair**



Image courtesy of MHD

Image courtesy of MHD

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 401 HAIR COLOUR

CORRECTION SERVICES



TOPICS

Outcome 1

Work safely when providing colour correction services

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide hair colour correction services

- 2.1 The scientific principles of hair colour correction
- 2.2 The different factors that can impact hair colour correction services
- 2.3 Tools, products, equipment and techniques for colour correction services
- 2.4 Aftercare advice and recommendations



You will never stop learning about colour. Product manufacturers are developing more and more colour products to assist with the correct colour choice.



HINTS AND TIPS

A skin test must always be carried out 24 hours prior to the service.



UNIT PLANNER

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the trade test or skills check.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices for working with colour, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
how to avoid contact dermatitis developing whilst carrying out colour correction services	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
the types and purposes of tests	<input type="radio"/>
when and how colouring tests are carried out	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
client age limitations for the use of colouring products in line with EU regulations	<input type="radio"/>
The scientific principles of hair colour correction	
understand scientific principles of colour correction including:	
types of colouring and lightening products including semi-permanent, quasi-permanent, permanent, lighteners, toners, colour remover	<input type="radio"/>
principles of colour correction	<input type="radio"/>
the pH values of different colouring and lightening products	<input type="radio"/>
the effects on the hair structure of colour correction services	<input type="radio"/>

The external assessment will come from the mandatory content of this qualification to confirm your breadth of knowledge and understanding.

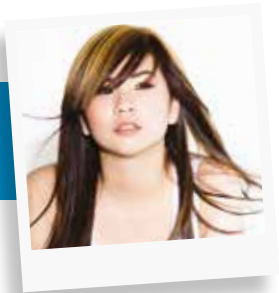
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Image courtesy of Sassoon

HINTS AND TIPS

One of the keys to a good colour correction is to find out what product the client has used on their hair previously.



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD

HINTS AND TIPS

Always follow manufacturers' instructions. If you are unsure about any of their instructions, call their helpline before proceeding.

You need to:	Tick
understand scientific principles of colour correction including:	
the principles of colour selection, including the International Colour Chart (ICC)	<input type="radio"/>
how the natural pigmentation of hair affects colour correction	<input type="radio"/>
how the type and distribution of melanin creates natural hair colour	<input type="radio"/>
the effects of natural and artificial light on the appearance of hair colour	<input type="radio"/>
how the different strengths of hydrogen peroxide affect colour correction	<input type="radio"/>
the effects on the hair structure when pre-softening and pre-pigmenting hair	<input type="radio"/>
how oxidation agents affect the natural and artificial colour pigments	<input type="radio"/>
effects of temperature on the application and development of colouring products and lighteners	<input type="radio"/>
the importance of monitoring the development of colouring and lightening products	<input type="radio"/>
the importance of restoring the hair's pH balance after the colour correction service	<input type="radio"/>
Tools, products, equipment and techniques for colour correction services	
understand the considerations to be taken when providing colour correction services:	
when to use different colour correction tools, materials and equipment	<input type="radio"/>
the use of pre and post treatments when carrying out colour correction services	<input type="radio"/>
methods of applying and removing colour correction products	<input type="radio"/>
the importance of sectioning hair accurately for the colour correction service	<input type="radio"/>
the reasons for pre-lightening	<input type="radio"/>
the importance of applying lighteners quickly and accurately	<input type="radio"/>
the reasons for pre-softening and pre-pigmenting hair	<input type="radio"/>
how the application and removal of lightener should be adapted to minimise scalp sensitivity and hair damage	<input type="radio"/>
why toners are used after lightening products	<input type="radio"/>
how to recolour hair previously treated with lighteners using pre-pigmentation and permanent colour to restore depth of colour	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

WHAT DO YOU NEED TO COVER?

UNIT 401 HAIR COLOUR

CORRECTION SERVICES



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved before your trade test. You need to:

Adapt colour correction services to take account of relevant factors that may affect services and problems that may occur, including:

hair classifications; for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length

temperature; for example, environment, body heat, applied heat
existing colour of hair

percentage of white hair

test results, hair and scalp conditions, contra-indications

product choice and strength of hydrogen peroxide

sequence of application

application and development time

previous hair services; for example, recent perm or relaxer, recent removal of hair extensions, previous colour or lightening treatments

the nature and extent of the colour correction

the extent of artificial colour and natural colour

how to correct problems that may occur during colour correction services; for example, hair breakage, over-development, uneven colour

Carry out colour correction using the following techniques:

removing artificial colour

removing bands of colour

recolouring hair treated with lightener using pre-pigmentation and permanent colour

recolouring hair that has had artificial colour removed

restoring depth and tone, neutralising colour tone and colouring resistant hair

Advise clients and make recommendations following hair cutting services, including:

clearly explaining any restrictions colour correction services may place on further hairdressing services

how to maintain colour and condition

suggested time interval between services

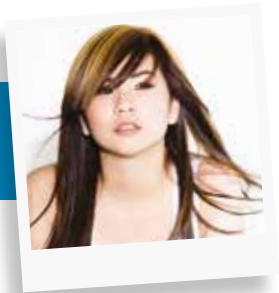
aftercare products and future services

The synoptic assignment for this qualification will require you to use your skills and knowledge of a range of treatments from across the mandatory units in this qualification.



Explain to the client the process you are going to use when correcting their colour. They will need to know such things as the amount of time it will take, cost and aftercare advice.





USEFUL WORDS

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD

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

Colour bands

Dark or intense lines/patches of colour, often resulting from overlapping colour.

Contra-indications

When a client has a medical or hair condition that may react with services or products.

Decolour/colour reduction

Removal of artificial/synthetic colour from the hair.

Eumelanin

The natural black/brown colour pigments in the hair and skin.

Incompatibility test

A test to see if the hair will react to any chemical products that are about to be used on it.

Lightening

This refers to a range of bleaching products for hair. Examples include powder bleach, oil bleach and gel bleach. A lightening product also removes eumelanin and pheomelanin, and they do not deposit tone.

Melanin

The pigment that gives colour to the skin and hair.

Neutralising tones

Correcting an unwanted tone in the hair by introducing the opposite colour to cancel it out; for example, green tones are neutralised by red.

Oxidation

A reaction caused by introducing oxygen to another chemical; for example, mixing hydrogen peroxide with lightening products (powder bleach).

Pheomelanin

The natural red and yellow pigments that produce warm tones in the hair.

Pre-pigmentation

Reintroduction of gold to red tones in the hair (depending on existing base and target colour), prior to application of the new colour.

Primary colours

Red, yellow (gold) and blue (ash) are the three colour pigments that cannot be made up from other colours. When mixing any two of these colours, secondary colours are produced; for example, red plus yellow equals orange (copper).

Secondary colours

Violet, green (matt) and orange (copper) are each made up from two primary colours. Red and blue make violet.

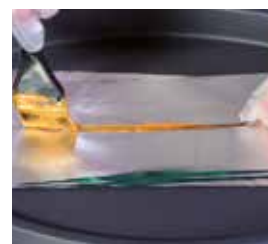
Skin test/patch test

A test carried out before colouring, following manufacturer's instructions, to check whether the client's skin reacts with the chemicals

in the colouring product.

Test cutting

Removing a strand of hair for processing in order to check the likely results of the selected colour.



SCOPE RECORD

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

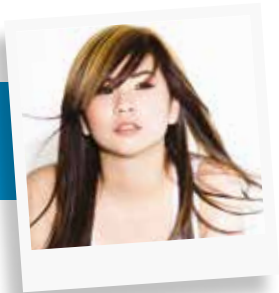
Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Temperatures	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Existing colour of hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Percentage of white hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Test results, hair and scalp conditions, contra-indications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Product choice and strength of hydrogen peroxide	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Sequence of application	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Application and development time	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Previous hair services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
The nature and extent of the colour correction	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
The extent of artificial colour and natural colour	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Problems that may occur during colour correction services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page

Use visual aids to help you and your client with the desired colour choice.





SCOPE RECORD (CONTINUED)

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD

Colour correction techniques

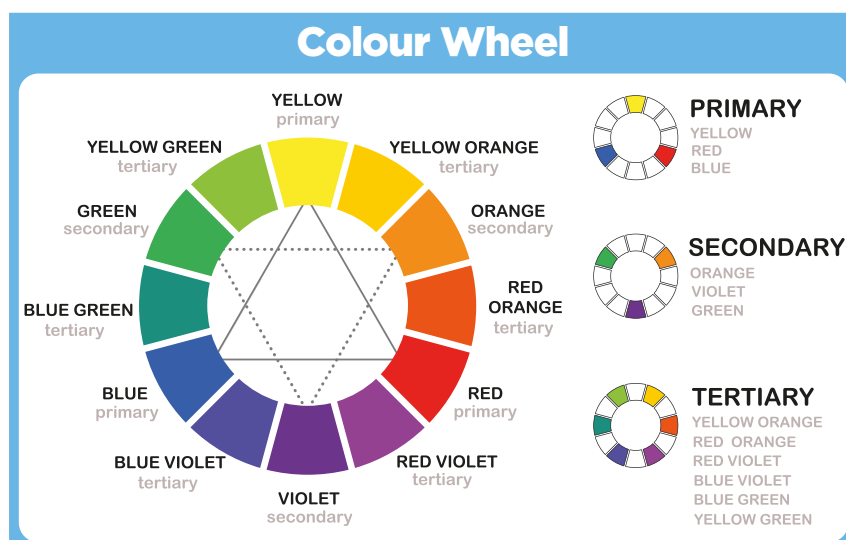
Record the techniques taken into account for each client.

Removing artificial colour	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Removing bands of colour	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Recolouring hair treated with lightener using pre-pigmentation and permanent colour	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Recolouring hair that has had artificial colour removed	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Restoring depth and tone, neutralising colour tone and colouring resistant hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Advice and recommendations

Record the advice and recommendations given to each client.

Clearly explaining any restrictions colour correction services may place on further hairdressing services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
How to maintain colour and condition	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Suggested time interval between services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Aftercare products and future services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:



aeikuis/Shutterstock.com

image courtesy of MHD



Level of my performance

- [illegible]

Unit 401 Hair Colour Correction Services 69

[illegible]

SUPPLEMENTARY COMMENTS

UNIT 401 HAIR COLOUR

CORRECTION SERVICES

Image courtesy of MHD



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 62.

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:

IQA signature (if sampled):

Date:





UNIT 201

CUT MEN'S HAIR USING BASIC TECHNIQUES

There has never been a more exciting time in barbering; this is the fastest-growing market in hairdressing. With the growth and the importance of male grooming using traditional and modern barbering techniques, these skills can only lead to an exciting career.

Your cutting skills are among the most important you will need as a

barber. In this unit you will develop the precision cutting skills involved in barbering to achieve a variety of looks and neckline finishes for men, using club cutting, scissor over comb, clipper over comb, thinning and freehand techniques. You will cover the foundation skills to build your confidence, use your imagination and establish a great relationship with your clients.



WHAT IS THIS UNIT ABOUT?

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

OPTIONAL

This unit has
two **outcomes**.

Outcome 1

**Work safely when
cutting men's hair**

Outcome 2

**Provide men's hair
cutting services**

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I identify client requirements?
- How might cutting men's hair differ to cutting women's hair?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the barbering industry.



Basic barbering techniques provide the foundation for all creative men's haircuts. Once you have mastered these techniques, you will be able to develop your creative hairdressing skills further to enhance your career.



Time management is vital! Keep to your appointment times. No matter how good the cut is, the client's time is valuable and they may not return if you keep them waiting.

Chris Muskett, Big Yin Gents Division



WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES



TOPICS

Outcome 1

Work safely when cutting men's hair

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide men's hair cutting services

- 2.1 The different factors that can impact services
- 2.2 Provide hair cutting services
- 2.3 Aftercare advice and recommendations

HINTS AND TIPS

It is important to cut to the natural hairline so the haircut will last longer.



As a barber you never stop learning – to keep up with the ever-changing trends in men's hairdressing, you need a positive attitude.



Keep hungry; watch everything and everyone that inspires you!

MK, MK Hair Studio & Academy

MKHSA
HAIR STUDIO & ACADEMY



UNIT PLANNER

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect cutting hair, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
the protective clothing that should be available for clients	<input type="radio"/>
Provide hair cutting services	
understand the considerations to be taken when providing men's hair cutting services, including:	
why hair products should be removed from hair prior to cutting	<input type="radio"/>
how to maintain cutting tools and equipment	<input type="radio"/>
effects that different sizes of clipper blades and attachments achieve	<input type="radio"/>
how to align blades and test clippers	<input type="radio"/>
which tools can be used on either wet or dry hair or both	<input type="radio"/>
different looks for men's hairdressing, including uniform layer, graduation, around the ear outline, below the ear	<input type="radio"/>
additional men's hairdressing services; for example, eyebrow trim, ear hair trim	<input type="radio"/>
effects that can be achieved by combining different cutting techniques	<input type="radio"/>
the importance of keeping hair damp when cutting wet hair	<input type="radio"/>
how to create and follow guidelines	<input type="radio"/>
how to create different neckline and outline shapes accurately	<input type="radio"/>
cutting to the natural neckline	<input type="radio"/>
balancing and shaping sideburns	<input type="radio"/>
the importance of applying the correct degree of tension to the hair when cutting	<input type="radio"/>
how to personalise cutting and finishing techniques	<input type="radio"/>
how to cross-check the cut including checking distribution of weight, balance and shape	<input type="radio"/>
the types of products available for finishing men's hair	<input type="radio"/>

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.



You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

Image courtesy of Sassoon



WHAT DO YOU NEED TO COVER?

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD

SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt hair cutting to take into account the following factors:

wet or dry hair cutting
hair classifications;
for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics;
for example, hair
density, hair texture,
hair elasticity, hair
porosity, hair condition,
hair growth patterns,
hair length

the impact client
features may have
on the finished look;
for example, facial
features, head, face
and body shape client
requirements

client lifestyle

problems that
may occur during
cutting services

Use a combination of the following cutting techniques:

graduation

layering

tapering

club cutting

scissors over comb

clipper over comb

thinning

freehand

texturizing

fading

Give the following advice and recommendations:

how to maintain
the look

suggested time
intervals between cuts

products and services
provided in the salon

HINTS AND TIPS

Always pay attention to detail. Look for stray hairs around the neck and ears, and take them away with clippers, scissors or a razor.



Image courtesy of KWS California

USEFUL WORDS

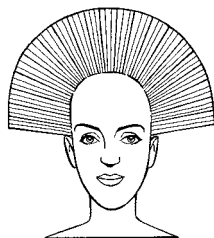
UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD



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



Basic uniform layer

All sections of the hair are cut to the same length with scissors.

Club cutting

The most basic way of cutting sections of hair is straight across, parallel to the index and middle finger.

Factors

You must adapt your cutting technique to take into account certain characteristics of your client's hair and appearance.



Fading

Used to blend short hair into the neck line, or to create a natural hairline.

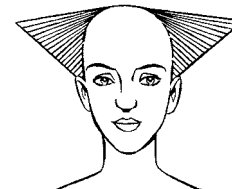
Full neck line

Collar length hair.



Graduation

The inner layers of the hair length are shorter than the outline shape, as shown here.



Scissor over comb

The cutting of hair using the comb as a guide for the scissors. Good for blending short hair into the neck or above the occipital bone, softening and fine detailing hairlines.

Square layer

This technique would be used to achieve a masculine look, by retaining the corners and not following the contours of the head shape, as you would for a uniform look.

Tapered

Is good for detailing hairlines, softening a look and removing weight.

Trimmers

Small clippers with smaller blades to create a closer, finer cut with more definition and detail.

HINTS AND TIPS

During the consultation, listen to your client's needs, making sure that you are realistic and manage their expectations.

Image courtesy of KMS California





SCOPE RECORD

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD

Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Wet or dry hair cutting	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Hair classifications	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Hair characteristics	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Client features	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Client requirements	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Client lifestyle	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Problems that may occur	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____

Cutting techniques

Record the hair cutting technique used for each client.

Graduation	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Layering	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Tapering	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Club cutting	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Scissors over comb	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Clipper over comb	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Thinning	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Freehand	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Texturizing	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____
Fading	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____	<input type="radio"/> Date: _____ Sign: _____

Continues on next page

HINTS AND TIPS

When cutting curly hair, use the wide end of the comb to allow for the hair's natural movement.

SCOPE RECORD (CONTINUED)

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES



Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:

Suggested time intervals between cuts

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:

Products and services provided in the salon

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:



Practise many techniques – barbering is not all about skin fades. Good barbers merge hairdressing and barbering skills to achieve the best results.

Daniel Davies, Pall Mall Barbers London



Image courtesy of MHD

Image courtesy of Kevin Murphy

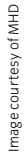
Hair: Daniel Rymer @daniel_rymer www.danielrymer.com
Photographer: Lel Burnett www.mutemedia.co.uk / M, U, A Grace Kingsley.



- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

Continues on next page

UNIT 201 CUT MEN'S HAIR USING BASIC TECHNIQUES

[illegible]



SUPPLEMENTARY COMMENTS

UNIT 201 CUT MEN'S HAIR

USING BASIC TECHNIQUES

Image courtesy of MHD

Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 76.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:





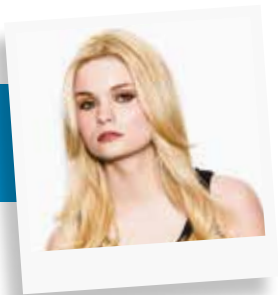


UNIT 305

CREATIVE HAIR EXTENSION SERVICES

Creative extensions can totally transform hair, so it's little wonder that they are one of the biggest growth areas of hairdressing services today. Length, volume and colour can be added to a variety of hair lengths to create spectacular looks. Short hair can be transformed into long, flowing styles, while fine hair can become thick and luscious.

In this unit you will provide full and partial hair extension services to clients to reflect current trends. You will learn how to prepare, select, blend and place hair extensions to add length, colour and volume. You will also develop your skills in cutting, styling and finishing extensions, as well as the maintenance and removal of extensions.



WHAT IS THIS UNIT ABOUT?

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

OPTIONAL

This unit has two outcomes.

Outcome 1

Work safely when providing creative hair extension services

Outcome 2

Provide creative hair extensions



Ensure that the natural hair is completely detangled before adding extensions or the natural hair can become matted in the root area

Shelly Line

A client may want to take some time to digest the advice you have given regarding hair extensions. It could be that they need time to consider the cost, time taken, recommended colour choice and aftercare.



GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can learning about hair extension techniques upgrade my skills as a hairdresser?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



HINTS AND TIPS

There must be no 'bagging' or stray hairs once the extension hair is locked in position.



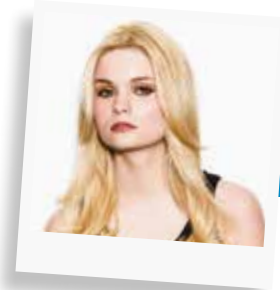
Colour match the locks to the roots area for the most natural look.

Melissa Birch

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES



TOPICS

Outcome 1

Work safely when providing creative hair extension services

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide creative hair extensions

- 2.1 The different factors that can impact services
- 2.2 Provide creative hair extension services
- 2.3 Aftercare advice and recommendations



To achieve the correct tension, rest the fingers against the head; this will also help with stability.

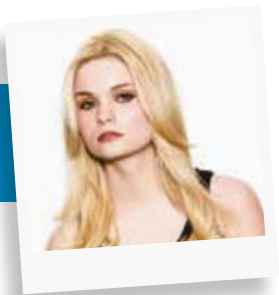
Melanie Mitchell, Cheynes

CHEYNES



Check with the client that they are comfortable and that the tension is not excessive on their hair during the extension service.





UNIT PLANNER

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

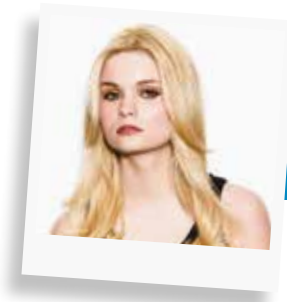
What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD

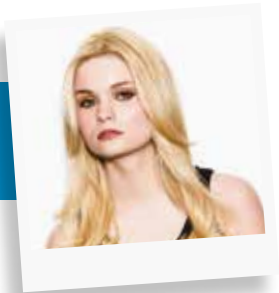


This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when are you confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect providing hair extensions, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
the protective clothing that should be available for clients.	<input type="radio"/>
Provide creative hair extension services	
understand the considerations to be taken when providing creative hair extension services, including:	
confirming service requirements before ordering hair extension and attachment systems	<input type="radio"/>
how to estimate the length of time hair extension services can take	<input type="radio"/>
the different types of hair extension systems, including short term and long term	<input type="radio"/>
methods of applying short-term and long-term hair extension systems	<input type="radio"/>
the principles of blending added hair	<input type="radio"/>
how to mix extension hair to achieve colour effects; for example, block colour, highlighting	<input type="radio"/>
the quantity of hair to be added to achieve a balanced and well-proportioned look	<input type="radio"/>
preparing hair extensions to avoid wastage and tangling	<input type="radio"/>
how the intended style can affect the choice and placement of different hair extension systems	<input type="radio"/>
the requirement for assistance when using hair extension systems	<input type="radio"/>
how a client's hair should be prepared for each of the hair extensions	<input type="radio"/>
the differences in preparation requirements between human hair and artificial extensions	<input type="radio"/>
the tools and equipment necessary for each attachment method	<input type="radio"/>
the types of products used for providing hair extension services	<input type="radio"/>
sectioning the hair and working cleanly and methodically for attachment of hair extensions	<input type="radio"/>
attaching hair extensions to allow for natural hair growth patterns	<input type="radio"/>
securing any hair not being extended to keep each section clearly visible	<input type="radio"/>

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.

Continues on next page



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD

You need to: Tick

understand the considerations to be taken when providing creative hair extension services, including:

maintaining a correct and even tension when adding hair extensions	<input type="radio"/>
the potential consequences of excessive tension, for example traction alopecia	<input type="radio"/>
adapting cutting techniques to suit different types of hair extensions, for example artificial and human	<input type="radio"/>
cross-checking haircuts for accuracy	<input type="radio"/>
the types of finishing products for use with hair extensions	<input type="radio"/>
how to maintain and remove the hair extension systems	<input type="radio"/>
removal of residue and product build-up	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

HINTS AND TIPS

It is a good idea to brush each section line during application; this will check for stability and comfort. For best results, smooth over with the hairdryer.



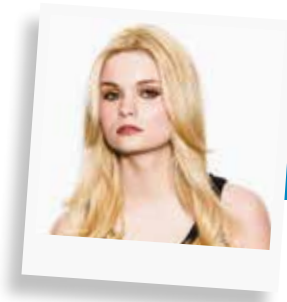
Creative hair by Balmain

WHAT DO YOU NEED TO COVER?

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt creative hair extension services to take into account relevant factors that may affect services and any problems that may occur, including:

the hair growth cycle

hair classifications;

for example,

Type 1 – straight hair,

Type 2 – wavy hair,

Type 3 – curly hair,

Type 4 – very curly hair

hair characteristics;

for example, texture,

colour, length, width

the impact client

features may have

on the finished look

for example, facial

features, head,

face and body

shape, natural hair

growth patterns

test results

attachment method

direction and fall

of added hair

evident hair damage

quantity of added hair

treating clients with sensitivity throughout the service; for example, if excessive shedding occurs

resolving problems that may occur during hair extension services; for example, stray hairs and breakage

Provide creative hair extension services, including:

short-term

long-term

artificial

human

full head

partial head

cutting and

finishing services

Advise clients and make recommendations following creative hair extension services, including:

how to maintain the look

suggested time interval between extension services

products and services provided in the salon



It's not just about adding length – hair extensions are about volume, too. The continuing big hair trend is easy to create with extensions.

Steven Goldsworthy



Goldsworthy's

- Est. 1961 -

USEFUL WORDS

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

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

American Dream Extensions



Acrylic

Made from synthetic (man-made) fibre.

Attachments system

The method used for attaching hair extensions to the client's own hair. These can be short- or long-term.

Clarifying shampoo

A deep-cleansing shampoo, used before applying extensions to remove products, oils and residues from the hair.

American Dream Extensions



Cold bonding

A method of attaching a weft of added hair using latex-based glue.

MHD



Hot bonding or fusion

A method of attaching a strand of added hair to the natural hair using heated equipment which melts either the synthetic hair or resin.

Human hair extensions

Hair extensions made from human hair.

Man-made extensions

Hair extensions made from synthetic/acrylic fibre.

Manufacturers' instructions

The instructions set out by manufacturers on how to apply, use, maintain or dispose of their product(s). These must be followed to achieve the best results.

Micro ring or loop

Individual strands of human hair are held securely in place using tiny micro-rings which are gripped in place using specialist tools.

Plaited cornrows

Raised scalp plaits applied before sewing wefts of hair into them.

Pull test

Usually carried out to evaluate excessive and/or abnormal hair loss. If more than a few strands are shed on each test, this may be an indication of an abnormal hair condition.

Resin

An adhesive used to bond some extensions onto the natural hair.

Traction alopecia

The loss of hair because of excessive and/or continuous tension on the hair, such as regular wearing of extensions or plaiting.

Wefts or strips

Real or fibre extension hair, separated and ready to apply to the natural hair.



Image courtesy of MHD

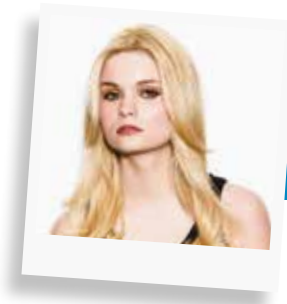
American Dream Extensions

Balmain

SCOPE RECORD

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

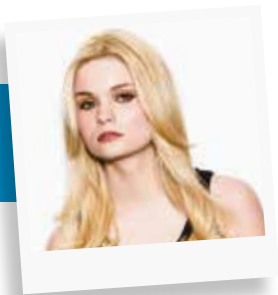
Factors

Record the factors taken into account for each client.

The hair growth cycle	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client features	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Test results	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Attachment method	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Direction and fall of added hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Evident hair damage	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Quantity of added hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Treating clients with sensitivity throughout the service	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Resolving problems that may occur	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page





SCOPE RECORD (CONTINUED)

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD

Hair extension services

Record the hair extension services provided to each client.

Short-term	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Long-term	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Artificial	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Human	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Full head	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Partial head	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Cutting and finishing services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Suggested time interval between extension services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Products and services provided in the salon	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Hair extensions can take a long time to attach, so be aware of the time it takes to carry out this service.



image courtesy of MHD



Level of my performance

- [illegible]

Unit 305 Creative Hair Extension Services 97

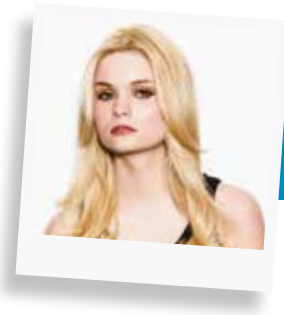
[illegible]

SUPPLEMENTARY COMMENTS

UNIT 305 CREATIVE HAIR

EXTENSION SERVICES

Image courtesy of MHD



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 90.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:





UNIT 306

SMOOTHING AND STRENGTHENING SYSTEMS

Smoothing and strengthening services are increasingly popular in today's hair and beauty industry, with new products and innovations in technology happening all the time. Different systems such as Brazilian blow-dry and Keratin treatments can be used to achieve a variety of techniques on all

hair classifications. This unit will give you an understanding of the technology, application methods and outcomes of the services. You will explore the different categories of products available, study the different technologies and understand the effects of each product on the structure of the hair.



WHAT IS THIS UNIT ABOUT?

UNIT 306 SMOOTHING AND

STRENGTHENING SYSTEMS

OPTIONAL

This unit has two outcomes.

Outcome 1

Work safely when smoothing and strengthening hair

Outcome 2

Provide smoothing and strengthening hair services



GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can learning about smoothing and strengthening systems upgrade my skills as a hairdresser?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



Try and learn as much as you can about smoothing treatments, hair types and get to know the products you are using – what is the formula? The step-by-step instructions? What are the benefits of using it? What is it designed for? What are the results? Knowing the answers to these types of questions will give you the knowledge and confidence you need to achieve the results your client wants.

Angel Ivan

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS



TOPICS

Outcome 1

Work safely when smoothing and strengthening hair

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide smoothing and strengthening hair services

- 2.1 The different factors that can impact services
- 2.2 Tools, products, equipment for cutting hair
- 2.3 Provide haircutting services
- 2.4 Aftercare advice and recommendations

HINTS AND TIPS

Use visual aids, for example, magazine articles, a tablet or your colleagues' hair, to find out what your client's idea of straight or smooth may be.

HINTS AND TIPS

To identify the density of the hair, take a square inch section and evaluate how many hairs are growing from the scalp and how close the hairs are growing next to each other. If the section is very full of hair, then this can be identified as abundant; if there are fewer hairs in the section, then the hair is sparse; if it falls between the two, it is medium.





UNIT PLANNER

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

/Shutterstock.com

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

/Shutterstock.com



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect smoothing and strengthening hair, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
how to avoid contact dermatitis	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
the types and purposes of tests	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
The scientific principles of smoothing and strengthening systems	
understand the scientific principles of smoothing and strengthening systems, including:	
how hair and scalp analysis can affect the choice of products used	<input type="radio"/>
how different products affect the hair structure	<input type="radio"/>
the effects of thermal styling tools during the services	<input type="radio"/>

Continues on next page

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.





WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

/Shutterstock.com

You need to:	Tick
Smoothing and strengthening systems	
understand the considerations to be taken when smoothing and strengthening hair, including:	
the types of tools and equipment that can be used to smooth and strengthen hair; for example, thermal styling, infra-red irons	<input type="radio"/>
different smoothing and strengthening systems including maximum volume reduction, volume control, curl management, conditioning effects	<input type="radio"/>
sectioning the hair, and working cleanly and methodically for an even application of the smoothing and strengthening products	<input type="radio"/>
development times	<input type="radio"/>
rinsing hair thoroughly, leaving hair free of all visible traces of smoothing and strengthening product	<input type="radio"/>
techniques to be used during the application of heat; for example, section sizes and degree of tension	<input type="radio"/>
minimising heat damage to the hair during thermal straightening	<input type="radio"/>
the types of products available for finishing hair	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.



Some clients love the smoothing treatment for the benefits they receive afterwards, such as being able to style their hair more easily. However, some clients don't like the dead straight look they can end up with. So again, ensure you have discussed the process thoroughly with your client during the consultation time. This will help you to choose the right product to use and the right process to follow for their desired look.

Angel Ivan



Image courtesy of Goldwell

WHAT DO YOU NEED TO COVER?

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt smoothing and strengthening systems to take account of relevant factors that may affect services and problems that may occur, including:

different types of hair classification; for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length

Contra-indications including adverse hair, skin and scalp conditions

the impact client features may have on the finished look; for example, facial features, head, face and body shape

client requirements and lifestyle

how to resolve problems that may occur during hair smoothing and strengthening

Smooth and strengthen hair on the following:

partial head

full head

above shoulder looks

below shoulder looks

Advise clients and make recommendations about aftercare following hair smoothing and strengthening, including:

how to maintain the look

suggested time interval between services

aftercare products and future services





USEFUL WORDS

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

/Shutterstock.com

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

Brazilian blow dry

A treatment that uses keratin to repair internal hair damage and coat the hair to prevent further damage.

Formaldehyde/adelhyde

A chemical included in some smoothing and straightening treatments.

Keratin treatment

A method of straightening hair by applying a product to the hair and then sealing it in with heat.

Thermal infusion

A method of temporarily straightening hair without permanently rearranging the bonds of the hair with relaxer.

Thermal modelling

changing the shape of the hair using heated straightening irons in combination with acid-and keratin-based treatments.

Transitioning

a relatively new term that has been adopted by the consumer with type 3 and 4 hair. The term refers to a stage where a client will try to go between having chemically relaxed or texturised hair to wearing their hair in its original natural curl pattern.

Virgin hair

Hair that has not been treated before.



It is extremely important that your clients use a high-quality professional aftercare product after they have received treatment. This is because the correct product will prolong the effects of the smoothing treatment and will also keep the hair looking healthy and treated – exactly like how it looks when they leave your chair! Using an aftercare product also helps to keep the hair in good condition until the client's next appointment. I highly recommend a 'Salt-free' aftercare product.

Angel Ivan

Image courtesy of KMS California



SCOPE RECORD

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Contra-indications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client features	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Client requirements and lifestyle	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Problems that may occur	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Looks

Record the smoothing and strengthening services provided for each client.

Partial head	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Full head	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Above shoulder looks	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Below shoulder looks	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Suggested time intervals between services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Aftercare products and future services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

HINTS AND TIPS

It is never necessary to use any form of heat source to accelerate or reduce the development time. It is important that the thermal infusion is carried out with the appropriate straightening iron.



Use this section to reflect on your performance as you practise and develop your skills. Give yourself a score from the Level of my performance key below and add your comments. Your tutor will also give you feedback based on their observation.

- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

Continues on next page

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

Unit 306 Smoothing and Strengthening Systems 111



SUPPLEMENTARY COMMENTS

UNIT 306 SMOOTHING AND STRENGTHENING SYSTEMS

/Shutterstock.com

Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 104.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:







UNIT 307

CREATE A VARIETY OF PERMING EFFECTS

Perming is the term used in hairdressing to describe the process of creating permanent waves and curls in hair. It allows the hair to be moulded into a huge variety of hair designs. In this unit, you will learn how to creatively apply advanced winding techniques to achieve a variety of fashionable permed effects. You will use different perming rods to produce corkscrewed curls,

waves, textured curls and root lift for volume. You will also learn how to adapt your work for sensitised hair and how perming techniques can be personalised to produce the fashionable looks required by today's perming clients. Perming problems will be explored so that you gain the knowledge required to resolve issues, as and when they may arise.



WHAT IS THIS UNIT ABOUT?

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS OPTIONAL

This unit has
two outcomes.

Outcome 1
Work safely
to perm hair

Outcome 2
Provide perming
services

HINTS AND TIPS

Check for any
contra-indications
prior to starting
a perm.



There is no doubt that perming is generally regarded as a neglected skill in hairdressing. The type of perm that was used to support 'shampoo and sets' has now largely gone of course, but sadly, perming is still burdened with this type of image. In reality, there are lots of new perming techniques that are used in fashion hairdressing and I would recommend all hairdressers to keep up their perming skills and even experiment with their own techniques. You never know, it could be you that develops a new variation to permed hair and creates a new trend.

Jennifer Cheyne, OBE

CHEYNES

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- How can I adapt perming techniques to create a variety of modern looks?
- How can I creatively work around factors that could affect services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



Image courtesy of MHD

Image courtesy of Wella

WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 307 CREATE A VARIETY

OF PERMING EFFECTS



TOPICS

Outcome 1

Work safely to perm hair

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide perming services

- 2.1 The scientific principles of perming and neutralising hair
- 2.2 The different factors that can impact services
- 2.3 Provide perming services
- 2.4 Aftercare advice and recommendations



Think about the different types of winding techniques that can be used to achieve creative perming effects.

Melanie Mitchell, Cheynes

CHEYNES



Make sure that you wear clean clothes every day and that you maintain your personal hygiene. This includes hair, nails and daily washing.





UNIT PLANNER

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 307 CREATE A VARIETY

OF PERMING EFFECTS

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect perming hair, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
how to avoid contact dermatitis developing while carrying out perming services	<input type="radio"/>
the importance of preventing cross-infection and cross-infestation	<input type="radio"/>
the types and purposes of tests, including incompatibility, elasticity, porosity	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
The scientific principles of perming and neutralising hair	
understand the scientific principles of perming hair and neutralising hair, including:	
how sensitised hair reacts to perming products	<input type="radio"/>
the chemical composition of perming and neutralising products	<input type="radio"/>
the effects of perm lotions and neutralisers on the hair structure	<input type="radio"/>
the effects of chemically rearranging hair during a perming service	<input type="radio"/>
the effects of pre-perm and post-perm treatments on the hair structure	<input type="radio"/>
how temperature affects the perming process.	<input type="radio"/>
the effects of restoring the hair's pH balance after the perming and neutralising process	<input type="radio"/>

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.

Continues on next page



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS

Image courtesy of MHD

You need to:	Tick
Provide perming services	
understand the considerations to be taken when providing perming services, including:	
different perming effects including root lifted, waved, corkscrewed, textured curl	<input type="radio"/>
the types of tools that can be used to achieve different curl formations	<input type="radio"/>
methods of applying perming and neutralising products	<input type="radio"/>
the types and purpose of equipment used during the perm development process	<input type="radio"/>
development times to avoid over-processing	<input type="radio"/>
taking development test curls throughout the perming process	<input type="radio"/>
ensuring hair is neutralised	<input type="radio"/>
the importance of thorough rinsing of products	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

HINTS AND TIPS

Monitor the curl development, as you do not want to over-process the hair.



Image courtesy of Goldwell

WHAT DO YOU NEED TO COVER?

UNIT 307 CREATE A VARIETY

OF PERMING EFFECTS



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt perming services to take account of relevant factors that may affect services and any problems that may occur, including:

hair classifications

hair characteristics

temperature

direction and degree of movement required

length of re-growth

test results, hair and scalp conditions, contra-indications

sensitised hair, including previously chemically treated hair, recent removal of hair extensions

rectify problems that can occur during the perming process

Provide perming services to create a variety of effects using sectioning and winding techniques, including:

piggyback

spiral

weaving

root

hopscotch

double wind

Advise and give recommendations to clients following perming services, including:

how to maintain the look

suggested time interval between services, including a sufficient time lapse

aftercare products and future services

A client may ask you a question either during or after the service. Always respond promptly and positively to their requests.





USEFUL WORDS

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS

Image courtesy of MHD

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

Ammonium thioglycolate

The chemical most frequently used in alkaline perms to break the disulphide bonds.

Double wind

A technique of winding using two perm rods per section: the first rod is wound from point to mid-length; the second rod is then added and

wound together with the first rod from the mid-length to the roots.

Hopscotch wind

A technique used on medium to long layered hair. Three or four rods are wound to the root with weaved sections left out, which are then wound in

the opposite direction to sit across the top of the first rods.

Piggyback wind

A weaved section of hair is left out whilst the rest of the section is wound to the roots; then, a different size of rod is used to wind the weaved section, placing it to sit on the top.

Root wind

A technique of winding the root area of the hair only around the perm rod, to give root lift only.

Sensitised hair

Hair which has a fragile structure naturally or caused by mechanical, chemical and/or environmental factors.

Sodium bromate

An oxidising agent used in neutralising agents for alkaline perms.

Spiral wind

A technique of winding the hair from points to roots along an extended length perm rod, in order to create spiral type curls or soft waves, depending on the rod size.



Strand test

This test is used in the rearranging process to establish the effect of the product on the hair and its condition, ie the degree of straightness which has been achieved before winding.

Weaving

A technique of weaving a section of hair into two sections before winding, to produce movement and root lift.

Pre-perm treatment

A product which is applied to the hair prior to a chemical service to even out porosity along the hair shaft.

During the time you spend with your client, talk to them about aftercare advice and let them feel and smell the products.



SCOPE RECORD

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Temperature	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Direction and degree of movement required	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Length of re-growth	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Test results, hair and scalp conditions, contra-indications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Sensitised hair, including previously chemically treated hair, recent removal of hair extensions	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Rectify problems that can occur during the perming process	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Sectioning and winding techniques

Record the sectioning and winding techniques used for each client.

Piggyback	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Spiral	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Weaving	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Root	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hopscotch	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Double wind	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page



SCOPE RECORD (CONTINUED)

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS

Image courtesy of MHD

Advice and recommendations

How to maintain the look

Suggested time interval between services, including a sufficient time lapse

Aftercare products and future services

Record the advice and recommendations given to each client.

<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:
<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:	<input type="radio"/>	Date: Sign:



Consider different perming tools and techniques to achieve a more modern curl formation – eg cone shapers etc.

Shelley Line

Image courtesy of MHD

HINTS AND TIPS

After processing, always rinse hair very thoroughly.

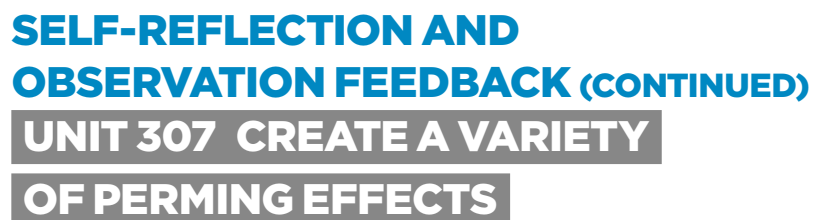
image courtesy of MHD



Level of my performance

- [illegible]

Unit 307 Create a Variety of Perming Effects 125

[illegible]

SUPPLEMENTARY COMMENTS

UNIT 307 CREATE A VARIETY OF PERMING EFFECTS

Image courtesy of MHD



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 118.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:





UNIT 308

HAIR RELAXING SERVICES

In this unit, you will learn how to provide prescriptive relaxing services to increase manageability, flexibility and durability when styling. This process involves selecting and using the most suitable product and choosing the correct application for relaxing or straightening the natural curl or wave of the hair.

You will also develop your ability to analyse relaxing issues, deal with chemically treated or sensitised hair and plan and agree a course of action, as treatment may need to span a period of time and a number of appointments. Plus, you will start to see what an exciting and creative form of hairdressing relaxing can be.



WHAT IS THIS UNIT ABOUT?

UNIT 308 HAIR RELAXING SERVICES

OPTIONAL

This unit has two outcomes.

Outcome 1

Work safely when providing hair relaxing services

Outcome 2

Provide hair relaxing services

HINTS AND TIPS

There are two types of relaxers available for use – lye and non-lye.

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- What is the science behind relaxing hair?
- What factors should I be aware of that might impact services?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



You can be very creative in creating texture within this service.

Jacqui McIntosh, Avlon Education



WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 308 HAIR RELAXING SERVICES



TOPICS

Outcome 1

Work safely when providing hair relaxing services

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide hair relaxing services

- 2.1 The scientific principles of relaxing hair
- 2.2 The different factors that can impact services
- 2.3 Relaxing hair services
- 2.4 Aftercare advice and recommendations



HINTS AND TIPS

If, during the relaxing process, there is any irritation to the scalp, rinse the relaxer off immediately and stop the service.



Relaxing can be long and complex. Make sure that the client fully understands the process, how long it will take and the cost and maintenance involved.





UNIT PLANNER

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the health and safety working practices and how they affect relaxing hair, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
safe working practices that must be followed	<input type="radio"/>
the types and purposes of tests	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
The scientific principles of relaxing hair	
understand the scientific principles of relaxing hair, including:	
how hair and scalp analysis can affect the choice of products used	<input type="radio"/>
how hydroxides behave to change the hair structure; for example, sodium or non-sodium	<input type="radio"/>
the implications of using a hydroxide-based product on ammonium thioglycolate treated hair	<input type="radio"/>
how to identify the difference between hair porosity and natural keratinisation	<input type="radio"/>
how normalising shampoos work and their effect on the hair structure	<input type="radio"/>
the effects of pre- and post-treatments	<input type="radio"/>
the effects of restoring the hair's pH balance after the relaxing process	<input type="radio"/>

Continues on next page

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.



WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD

You need to:	Tick
Relaxing hair services	
understand the considerations to be taken when providing hair relaxing services, including:	
when to select sodium or non-sodium relaxer	<input type="radio"/>
preparing the client hair and scalp prior to the relaxing services; for example, using scalp protectors, length and ends treatments	<input type="radio"/>
the different types of application techniques used during relaxing services, including resistant areas, virgin hair or regrowth	<input type="radio"/>
how to texturise hair	<input type="radio"/>
closely monitoring development	<input type="radio"/>
the necessity of thoroughly rinsing products	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

HINTS AND TIPS

There are three different strengths of relaxer available – sensitive, mild and resistant.



Image courtesy of McBride Research Labs Inc., makers of Design Essentials®

WHAT DO YOU NEED TO COVER?

UNIT 308 HAIR RELAXING SERVICES

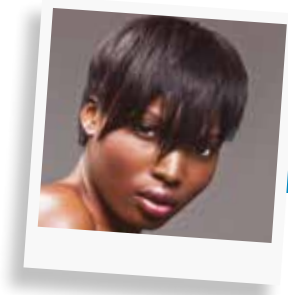


Image courtesy of MHD

SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt relaxing services to take account of the relevant factors that may affect the services and any problems that may occur, including:

hair classifications;
for example,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics;
for example, hair
density, hair texture,
hair elasticity, hair
porosity, hair condition,
hair growth patterns,
hair length

selecting sodium or
non-sodium relaxing
products

test results, hair
and scalp conditions,
contra-indications

how to deal with
scalp irritation
during and after the
relaxing process

rectify problems that
can occur during the
relaxing process

Provide relaxing services to create a variety of effects, using techniques including:

correction of
under-processing

partial relaxing

relaxing varying
texture on the
same head

relaxing coloured hair

Advise clients and make recommendations following hair relaxing services:

how to maintain
the look

suggested time
interval between
services, including a
sufficient time lapse

aftercare products
and future services





USEFUL WORDS

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD

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

Non-sodium relaxer

This type of relaxer does not contain sodium.

Normalising shampoo

(Also known as neutralising shampoo) – this is applied after the hair has been relaxed to remove any remaining relaxer and to bring the hair back to a pH of around 5.5.



Post-relaxing treatment

This is applied after the relaxer has been rinsed from the hair.

Pre-relaxing treatment

This is usually carried out on porous hair, prior to the application of a relaxer.



Scalp protector

This protects the client's scalp from the chemical used during relaxing.

Sodium relaxer

The main active ingredient is sodium hydroxide. Sodium hydroxide relaxers are used to break down the hair's bonds.



Texturising (using chemicals)

A method of relaxing African-type hair that reduces the natural curl pattern, to leave the hair softer and more manageable. This process is carried out on hair up to 5 cm (2 inches) in length.

Virgin application

This is hair that has not been relaxed before.



HINTS AND TIPS

To check the development of the relaxer, you must remove the relaxer using the back of a comb or the tail end of a brush and check for straightness.

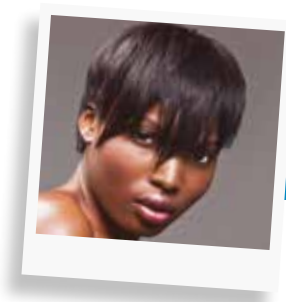
Always try to keep to the time that your salon allocates you to complete a service. Failure to do this could mean that you keep all of your remaining clients waiting.



SCOPE RECORD

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Selecting sodium or non-sodium relaxing products	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Test results, hair and scalp conditions, contra-indications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Scalp irritation during and after the relaxing process	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Problems that may occur	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page



HINTS AND TIPS

Hold the hair gently; do not pull the hair, as this could cause the scalp to become irritated.



SCOPE RECORD (CONTINUED)

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD

Hair relaxing techniques

Record the hair relaxing techniques used for each client.

Correction of under processing	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Partial relaxing	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Relaxing varying texture on the same head	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Relaxing coloured hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Advice and recommendations

Record the advice and recommendations given to each client.

How to maintain the look	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Suggested time intervals between services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Aftercare products and future services	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:



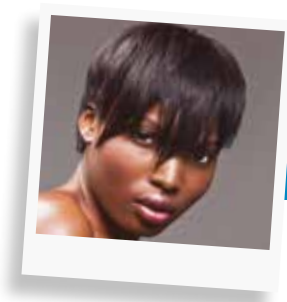
Corrective relaxing is a specialist skill that requires you to have the ability to analyse relaxing issues, and have an understanding of how to control pH with the use of conditioning products throughout the process.

Jacqui McIntosh, Avlon Education



UNIT 308 HAIR RELAXING SERVICES

image courtesy of MHD



Level of my performance

- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

[illegible]

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[illegible]

SUPPLEMENTARY COMMENTS

UNIT 308 HAIR RELAXING SERVICES

Image courtesy of MHD



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 132.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:





UNIT 402

SPECIALIST HAIR AND SCALP TREATMENTS

This unit is about identifying a range of hair and scalp conditions and providing treatments and advice to clients to improve these conditions. Whilst working towards this unit, you will learn about maintaining effective and safe methods of working when

providing specialist hair and scalp treatments, how to prepare the hair and scalp for the treatments and how to perform the treatments. You will also enhance your knowledge of anatomy and physiology of the hair and scalp.



WHAT IS THIS UNIT ABOUT?

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS

OPTIONAL

This unit has two outcomes.

Outcome 1

Work safely when providing special hair and scalp treatments

Outcome 2

Provide hair and scalp treatments



Dandruff is commonly caused by overgrowth of certain scalp flora. Use products containing ingredients that specifically target these to effectively clear the condition.

Philip Kingsley



GETTING STARTED

Introduce yourself to this unit by asking yourself:

- What are the important personal skills required when handling sensitive issues?
- How can I upgrade my knowledge of relevant anatomy and physiology?
- What specific tools, products and equipment will support specialist services?

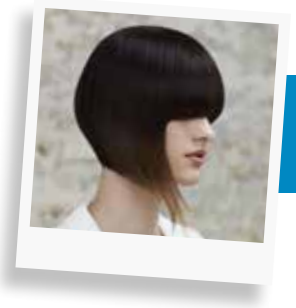
Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS



TOPICS

Outcome 1

Work safely when providing special hair and scalp treatments

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Provide hair and scalp treatments

- 2.1 The scientific principles of specialist hair and scalp treatments
- 2.2 The different factors that can impact services
- 2.3 Provide specialist hair and scalp treatments



HINTS AND TIPS

Always check for adverse hair and scalp conditions and deal with clients in a professional and sympathetic manner if you find any condition that is contagious.



Always reassure a client who asks questions about the service they are having.





UNIT PLANNER

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand health and safety working practices and how they affect specialist hair and scalp services, with consideration of:	
different methods of cleaning, disinfecting and sterilisation in salons	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
the implications of not following current relevant legislation and regulations	<input type="radio"/>
responsibilities and reasons for maintaining personal hygiene, protection and appearance	<input type="radio"/>
the potential consequences of failing to carry out tests	<input type="radio"/>
the importance of recording test results	<input type="radio"/>
salon procedures and manufacturers' instructions in relation to products, equipment and tools	<input type="radio"/>
Health and safety working practices	
understand the legal significance of maintaining client records:	
recording of client responses to questioning in case of legal dispute	<input type="radio"/>
the importance of gaining and recording client agreement to treatments	<input type="radio"/>
the importance of updating client records with details of specialist hair and scalp treatments	<input type="radio"/>

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.

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WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 402 SPECIALIST HAIR AND

SCALP TREATMENTS

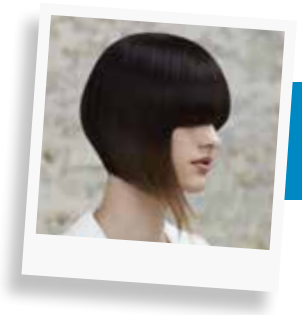
Image courtesy of JOICO Salon I-Deas, hair by JOICO

You need to:	Tick
The scientific principles of specialist hair and scalp treatments	
understand the scientific principles of specialist hair and scalp treatment services, including:	<input type="radio"/>
the structure, function and actions of muscles of the head and neck	<input type="radio"/>
the position of the primary bones of the head and neck	<input type="radio"/>
the principles of the endocrine system	<input type="radio"/>
the structure and function of the circulatory system, the lymphatic system, the nervous system	<input type="radio"/>
the structure and function of the skin and hair	<input type="radio"/>
the hair growth cycle	<input type="radio"/>
the reasons for normal and abnormal hair growth; for example, topical, congenital, systemic	<input type="radio"/>
how the active ingredients in specialist hair and scalp products work	<input type="radio"/>
different types of hair loss, their causes and how to recognise them	<input type="radio"/>
the stages of male and female pattern hair loss using different classifications; for example, Hamilton and Ludwig	<input type="radio"/>
the effects of erythema and hyperemia	<input type="radio"/>
the effects of chemotherapy and radiotherapy on hair growth	<input type="radio"/>
the signs, symptoms and causes of treatable adverse hair and scalp conditions including dry, oily, sensitive, pityriasis capitis, scaling, chemically, physically and environmentally damaged hair	<input type="radio"/>
how other signs and symptoms can give an indication of the cause of hair and scalp problems	<input type="radio"/>
understand the considerations to be taken when providing specialist hair and scalp treatments, including:	
specialist hair and scalp treatment products, oils, creams, lotions, spirit-based, treatment conditioners and shampoos	<input type="radio"/>
the effects of different tools and equipment, high-frequency, vibro massage, heat accelerators, steamers	<input type="radio"/>
preparation and application techniques	<input type="radio"/>
the effects of different massage techniques including tapotment, effleurage, petrissage, friction, vibration	<input type="radio"/>
the importance of adapting massage techniques, treatments and equipment to suit the hair and scalp condition and the client's needs	<input type="radio"/>
the importance of ensuring the hair and scalp are left clear of treatment products	<input type="radio"/>
the different types of medical treatments for hair loss	<input type="radio"/>
the different types of technological advancements for the treatment of hair and scalp conditions.	<input type="radio"/>

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

WHAT DO YOU NEED TO COVER?

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Adapt specialist hair and scalp treatments to take account of the relevant factors that may affect services and any problems that may occur, including:

hair classifications; for example,
Type 1 – straight hair,
Type 2 – wavy hair,
Type 3 – curly hair,
Type 4 – very curly hair

hair characteristics; for example, hair density, hair texture, hair elasticity, hair porosity, hair condition, hair growth patterns, hair length

scalp conditions

unusual features on the scalp

Provide specialist hair and scalp treatments on adverse hair and scalp conditions, including:

dry scalp

oily scalp

sensitised scalp

scaling scalp

pityriasis capitis

diffuse hair loss (general thinning)

chemically damaged hair

environmentally damaged hair

physically damaged hair

Advise clients and make recommendations following specialist hair and scalp treatments, including:

general factors that contribute to healthy hair and scalp

advice and support available for clients with hair loss

explaining any further requirement for courses of treatment

evaluating the effectiveness of the hair and scalp treatment

products and services provided in the salon

HINTS AND TIPS

Ask open-ended questions when communicating with your client. These questions usually start with how, when, who, what, why.





USEFUL WORDS

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS

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

Chemically damaged hair

Hair that has been damaged due to excess chemical products.

Diffuse hair loss

Diffuse hair loss is a loss of hair or generalised hair thinning that affects the entire scalp, and is a common type of hair loss in both females and males of all ages.

Effleurage

A gentle stroking movement used during the shampooing and conditioning process. Used to distribute the shampoo and conditioner evenly through the hair.

Environmentally damaged hair

Hair that has been damaged due to the environment, eg the weather.

Heat accelerator

A piece of equipment that speeds up the processing time, eg a steamer.

High-frequency

A high-frequency machine uses an alternating electric current to stimulate the blood flow to the scalp, increasing the flow of nutrients and oxygen to the hair follicles and encouraging hair growth.

Petrissage

A massage movement used during the conditioning process; this is used to stimulate the scalp. The massage is a slow, firm and deep kneading movement.

Physically damaged hair

Damaged caused by a physical action, eg pulling the hair too tight.

Pityriasis capitis

This skin condition is more often called dandruff. The cause is overproduction of the epidermal cells. This can be identified by small, itchy, dry scales that appear white or grey.

Spirit-based product

A spirit-based product is a product that contains a form of alcohol.

Steamers

Equipment used to apply heat to oils, conditioning creams and deep-acting conditioners. This will encourage them to penetrate further into the hair.

Vibration

The hands or fingers of one hand are vibrated so that a fine tremor is produced in the tissues. The tremor is produced by the contraction of the forearm muscles.

Vibro massage

A mechanical massage that can be used instead of a hand massage. It produces very strong tapotement (tapping) movements, which are suitable only for fleshy areas of skin.

You will have a lot of knowledge to give other junior members of your salon team. Always support and answer their questions as clearly and in as much detail as you can.



SCOPE RECORD

UNIT 402 SPECIALIST HAIR AND

SCALP TREATMENTS



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Factors

Record the factors taken into account for each client.

Hair classifications	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Hair characteristics	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Scalp conditions	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Unusual features on the scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Treat hair and scalp conditions

Record the specialist hair and scalp techniques used for each client.

Dry scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Oily scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Sensitised scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Scaling scalp	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Pityriasis capitis	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Diffuse hair loss (general thinning)	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Chemically damaged hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Environmentally damaged hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Physically damaged hair	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page



SCOPE RECORD (CONTINUED)

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS

Advice and recommendations

General factors that contribute to healthy hair and scalp

Advice and support available for clients with hair loss

Explaining any further requirement for courses of treatment

Evaluating the effectiveness of the hair and scalp treatment

Products and services provided in the salon

Record the advice and recommendations given to each client.

<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:



HINTS AND TIPS

Always make sure that you do not get the towel wet around the client's neck when shampooing.



Level of my performance

- [illegible]

Unit 402 Specialist Hair and Scalp Treatments 153



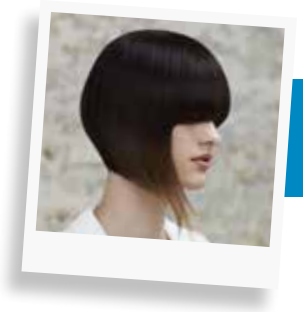
UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS

Image courtesy of JOICO Salon I-Deas, hair by JOICO

[illegible]

SUPPLEMENTARY COMMENTS

UNIT 402 SPECIALIST HAIR AND SCALP TREATMENTS



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 146.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:



Photographer: Esther Escalante Models: Tenika Mahoney and Danny Wright
Make-up: Olubunmi Ogedengbe Styling: Junior Green and Joe Sloan



UNIT 403

CREATIVE HAIR DESIGN SKILLS

Hairdressing is an art – you can use this unit to show off your creative hairdressing skills. You can also combine all of your technical skills to create beautiful hairdressing images that promote your professional profile – your imagination will be your main guide! You will research, plan and create a range of images in conjunction with others, including photographers, make-up artists

and others in the hair industry, for different events such as photo shoots, hair and fashion shows, and competitions. You will plan showcasing opportunities and consider the market benefits of showcasing their work in this way. Evaluation of the results and how the design image may be adapted for commercial use also forms an important part of this unit.



WHAT IS THIS UNIT ABOUT?

UNIT 403 CREATIVE HAIR DESIGN SKILLS

OPTIONAL

This unit has three outcomes.

Outcome 1

Work safely when producing creative hair designs

Outcome 2

Research creative hair designs and plan showcasing opportunities

Outcome 3

Develop creative hair designs

GETTING STARTED

Introduce yourself to this unit by asking yourself:

- Why is it beneficial to showcase my work?
- What sources of inspiration could influence my designs?
- Where can my design skills progress to?

Following your journey through this unit you will have the opportunity to reflect on your performance, action plan for further development and explore linking this service to many others in order to:

- maximise client satisfaction
- meet client objectives
- understand and apply link selling techniques in preparation for your role within the salon
- explore the concept of trade testing
- prepare yourself for running a busy column within the hairdressing industry.



Research the image you want to create on the internet or in magazines to complement the overall design image.

Melanie Mitchell, Cheynes

CHEYNES



WHAT IS THIS UNIT ABOUT? (CONTINUED)

UNIT 403 CREATIVE HAIR DESIGN SKILLS



TOPICS

Outcome 1

Work safely when producing creative hair designs

- 1.1 Health and safety principles
- 1.2 Health and safety working practices

Outcome 2

Research creative hair designs and plan showcasing opportunities

- 2.1 Communicating with stakeholders
- 2.2 Research creative hair designs
- 2.3 Plan showcasing opportunities

Outcome 3

Develop creative hair designs

- 3.1 Tools, products, equipment and techniques for developing creative hair designs
- 3.2 Produce creative hair design images
- 3.3 Evaluate creative hair designs

HINTS AND TIPS

A good design plan will enable you to clearly develop your image from start to finish. Think about colours, textures and shape. Think about how, visually, you are going to present your image.



When organising a show, always have back-up plans just in case a model does not turn up for the event.





UNIT PLANNER

UNIT 403 CREATIVE HAIR DESIGN SKILLS

Image courtesy of Desmond Murray

Complete the 'What I know' and 'What I want to learn' sections before you begin this unit to help you plan your learning.

What I know

What I want to learn

Complete the 'What I have learnt' section at the end of the unit. This reflection will enable you to apply your skills and knowledge as part of the unit assignment.

What I have learnt

WHAT DO YOU NEED TO KNOW?

UNIT 403 CREATIVE HAIR DESIGN SKILLS



This section gives details of what you need to know to ensure all the learning outcomes for this unit can be achieved. Tick the sentences below when you are confident you fully understand these areas.

You need to:	Tick
Health and safety principles	
understand the relevant health and safety working practices, with consideration of:	
safe and hygienic working practices; for example, clean and tidy work area, preparing model's hair and protecting clothing	<input type="radio"/>
different methods of cleaning, disinfecting and sterilisation	<input type="radio"/>
hazards and risks that exist in the work area	<input type="radio"/>
carrying out risk assessment; for example, when working at external venues or off site	<input type="radio"/>
the potential hazards and risks to consider when working at external venues or off site	<input type="radio"/>
Communicating with stakeholders	
understand how to use effective communication skills with stakeholders including:	
ways of visually presenting design ideas or concepts effectively to others	<input type="radio"/>
accepting constructive feedback when presenting design ideas or concepts	<input type="radio"/>
listening to and respecting the views and opinions of others	<input type="radio"/>
how and when to participate in discussions and move them forward	<input type="radio"/>
how to encourage interaction of ideas	<input type="radio"/>

This optional unit is assessed by means of an assignment. The assignment includes both theory and practical tasks. One overall grade will be provided, against criteria, for each optional unit. This assignment is externally set and internally marked.

Continues on next page





WHAT DO YOU NEED TO KNOW? (CONTINUED)

UNIT 403 CREATIVE HAIR DESIGN SKILLS

Image courtesy of Desmond Murray

You need to:	Tick
Plan showcasing opportunities	
understand how to plan showcase opportunities with consideration of:	
the range and availability of resources for showcasing	<input type="radio"/>
identifying stakeholders including models, photographers, line manager, make-up artists, colleagues, audience, competition judges	<input type="radio"/>
clearly defining the roles and responsibilities of others involved	<input type="radio"/>
detailed and accurate planning	<input type="radio"/>
identifying how to resolve common problems associated with showcasing events, such as staffing, tools and equipment breakdowns and time overruns	<input type="radio"/>
considering factors when planning promotional activities; for example, working to a budget, venue requirements, objective	<input type="radio"/>
gaining feedback from stakeholders	<input type="radio"/>
identifying potential commercial benefits that can arise from showcasing creative hair design work	<input type="radio"/>
Tools, products, equipment and techniques for developing creative hair designs	
understand the selection of tools, products, equipment and techniques when developing creative hair designs, with consideration of:	
the different effects products, tools and equipment can achieve	<input type="radio"/>
creative techniques including finger waving, pin curling, adding hair, plaiting, twisting, weaving	<input type="radio"/>
the types of non-conventional items that may be used when styling hair and the effects they can create; for example, tin cans, chopsticks, rik-raks, foil, cardboard, postiche	<input type="radio"/>
ways in which additional media can be used to complement the overall design image; for example, ornamentation, accessories, clothes, make-up	<input type="radio"/>
adapting designs to meet any influencing factors; for example, model cancellation, availability of resources, limitations of hair type	<input type="radio"/>
ensuring the finished images meet agreed design plans	<input type="radio"/>



Image courtesy of KMS California

You will also need to work with consideration of the health and safety practices on page xvii throughout this unit.

HINTS AND TIPS

Don't expect your image to be perfect on your first attempt. You will need to practise time and time again. A head block is a great tool to use for practising the image.

WHAT DO YOU NEED TO COVER?

UNIT 403 CREATIVE HAIR DESIGN SKILLS



SCOPE OF CONTENT

This section gives details of the scope of content you need to cover to ensure that all the learning outcomes can be achieved for this unit. You need to:

Research creative design ideas, including:

developing a theme as a basis for a hair design image; for example, historical, cultural, fashion, avant-garde

using sources of creative information; for example, magazine covers, catwalks, Instagram, Pinterest

using basic principles of design, scale and proportion when creating an image

identifying the intended activity for which the images are required

identifying ways to showcase creative hair designs; for example, photographic shoots, hair shows and competitions, social media

Produce hair images using a combination of creative techniques that could be showcased, including:

avant-garde

based on a theme

commercial

Evaluate your creative hair designs by:

presenting final results in a way that demonstrates innovative feature designs and enhances professional profile

seeking feedback from relevant stakeholders on the impact and effectiveness of images

evaluating performance against objectives

evaluating how the design image may be adapted for commercial use





USEFUL WORDS

UNIT 403 CREATIVE HAIR DESIGN SKILLS

Image courtesy of Desmond Murray

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



Added hair

Hair attached to the head or blended into the hair; for example, hair pieces and extensions.

Additional media

Make-up, accessories, ornamentation, clothes, etc.

Avant-garde

A daring style that is at the cutting edge of fashion: you wouldn't look this way every day.



Commercial

An image that clients would want to wear on a regular basis.

Design plans

A detailed outline of the selected image, including accessories, clothes, any other media, and timescale for delivery etc.

Design principles

The image's balance, weight, angles, media and colour, etc.

Locking

A styling technique usually used on African type hair.

Mood board

A combination of images, colours and textures: your first ideas for creating an image are collected together on a board.

Theme

A set subject area; for instance, hair up, fantasy, or images reflecting an era, like the 70s or 80s.

HINTS AND TIPS

When planning a hair show, always consider health and safety in the venue you choose to use.



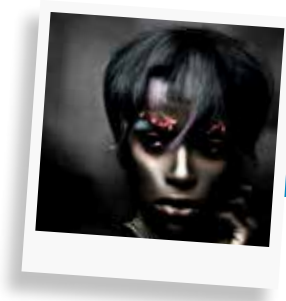
Image courtesy of Goldwell

When arranging the time, location and date of an event, always formally confirm the details (for example, via email) with everyone involved.



SCOPE RECORD

UNIT 403 CREATIVE HAIR DESIGN SKILLS



Use this section to track your coverage of the scope of content for this unit. Tick, date and sign each time you practise the skills listed below.

Research creative design ideas

Record the research carried out for each client.

Developing a theme	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Using sources of creative information	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Using basic principles of design, scale and proportion	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Identifying the intended activity	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Identifying ways to showcase creative hair designs	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Produce hair images

Record the hair images produced for each client.

Avant-garde	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Based on a theme	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:
Commercial	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:	<input type="radio"/> Date: Sign:

Continues on next page





SCOPE RECORD (CONTINUED)

UNIT 403 CREATIVE HAIR DESIGN SKILLS

Image courtesy of Desmond Murray

Evaluate creative hair designs

Presenting final results

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:

Seeking feedback

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:

Evaluating performance against objectives

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:

Evaluating how the design image may be adapted for commercial use

☐

Date:

Sign:

☐

Date:

Sign:

☐

Date:

Sign:



Image courtesy of Wella

If you are live on stage, your image may not turn out as planned. Therefore, always be flexible and have another idea in your head that you could use.



SELF-REFLECTION AND OBSERVATION FEEDBACK

UNIT 403 CREATIVE HAIR DESIGN SKILLS



Use this section to reflect on your performance as you practise and develop your skills. Give yourself a score from the Level of my performance key below and add your comments. Your tutor will also give you feedback based on their observation.

Level of my performance

- 1 I am still learning this technique
- 2 I am still practising this technique
- 3 I can now demonstrate competence of this technique
- 4 I can now work at commercial standard and timings for this technique

[illegible]

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[illegible]

SUPPLEMENTARY COMMENTS

UNIT 403 CREATIVE HAIR DESIGN SKILLS



Use this space to record any workplace, employer or client comments.

Comments

Date

HAS ALL TOPIC CONTENT BEEN COVERED?

This section must be signed when all the topic content has been covered. Remember to fill in the 'What I have learnt' section on page 160.

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.

Unit grade

Candidate signature:

Date:

Assessor signature:

Date:

IQA signature (if sampled):

Date:





MORE INFORMATION



HEALTH AND SAFETY AND OTHER LEGISLATION

Image courtesy of KMS California

It is essential to know your responsibilities for health and safety as defined by any specific legislation covering your job role. The following are the principal items of legislation which apply to general salon operations and, therefore, to employers and employees/trainees alike:

- Health and Safety at Work Act.
- The Reporting of Injuries, Diseases and Dangerous Occurrence Regulations (RIDDOR).
- The Health and Safety (First Aid) Regulations.
- The Regulatory Reform (Fire Safety) Order.
- The Manual Handling Operations Regulations.
- The Control of Substances Hazardous to Health (COSHH) Regulations.
- The Electricity at Work Regulations.
- The Environmental Protection Act.
- The Management of Health and Safety at Work Regulations.
- The Health and Safety (Information for Employees) Regulations.
- Data Protection Act.
- Working Time Directives.
- Cosmetic Products Regulations.
- Sale of Goods Act.
- Distance Selling Regulations (note: replaced June 2014 by Consumer Contracts Regulations).
- Trade Descriptions Act.
- Consumer Protection legislation.
- Disability Discrimination Act.



holbox/Shutterstock.com

Image courtesy of Wella

ENVIRONMENTAL AND SUSTAINABLE WORKING PRACTICES

Image courtesy of KMS California



You must know the different types of working methods that promote environmental and sustainable working practices. These form part of the knowledge range required for your qualification.

- 1 Reducing waste and managing waste (recycle, reuse, safe disposal).
- 2 Reducing energy usage (energy efficiency hairdryers, low energy lighting, utilising solar panels).
- 3 Reducing water usage and other resources.
- 4 Preventing pollution.
- 5 Using disposable items (easy dry towels).
- 6 Using recycled, eco-friendly furniture.
- 7 Using low chemical paint.
- 8 Using organic and allergy-free hair products.
- 9 Using ultra-low ammonia hair colourants.
- 10 Using environmentally-friendly product packaging.
- 11 Choosing responsible domestic products (Fairtrade tea and coffee).
- 12 Encouraging carbon reducing journeys to work.

Image courtesy of Wella



Image courtesy of Wella



GLOSSARY OF TERMS



American Dream Extensions



Acrylic

Made from synthetic (man-made) fibre.

Basic uniform layer

All sections of the hair are cut to the same length with scissors.

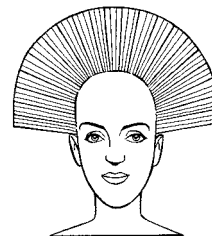


Image courtesy of KMS California



Added hair

Hair attached to the head or blended into the hair; for example, hair pieces and extensions.

Block colouring

Colouring areas of hair in a way that is intended to enhance the style of the cut.



MHD

Additional media

Make-up, accessories, ornamentation, clothes, etc.

Adverse hair, skin and scalp conditions

Factors of the hair, skin or scalp may limit what services clients can have; for example, if a client has psoriasis, then it may not be advisable to have a lot of harsh chemicals used on their hair.

Alopecia

Hair loss, for example, thinning hair, bald patches over the head, or total hair loss over the head and body.

Ammonium thioglycolate

The chemical most frequently used in alkaline perms to break the disulphide bonds.

Attachments system

The method used for attaching hair extensions to the client's own hair. These can be short or long term.

Avant-garde

A daring style that is at the cutting edge of fashion: you wouldn't look this way every day.



Balayage/ombré

A freehand technique that gives a soft, natural sun-kissed look.

Brazilian blow-dry

A treatment that uses Keratin to repair internal hair damage and coat the hair to prevent further damage.

Chemically damaged hair

Hair that has been damaged due to excess chemical products.

Clarifying shampoo

A deep-cleansing shampoo, used before applying extensions to remove products, oils and residues from the hair.

Client's lifestyle

Factors in the client's life that influence the choice of hairstyle; eg a client who works in the fashion industry may wish to match their image with the latest fashions.



Club cutting

A technique used to add bulk and define a perimeter.



Cold bonding

A method of attaching a weft of added hair using latex-based glue.

Cambridge Regional College

American Dream Extensions

Colour bands

Dark or intense lines/patches of colour, often resulting from overlapping colour.

Colour depth

Lightness or darkness of the hair, ranging from 2–9 on the International Colour Chart system.

Commercial

An image that clients would want to wear on a regular basis.



Consultation

A discussion between the stylist and a client to determine the services and treatments that reflect the client's requirements.

Contra-actions

When a client has a medical or hair condition that may react with services or products.



Contra-indication

A disease, hair disorder, infection of the scalp, infection of the skin, breakage of the hair or infestation, which prevents a service

or treatment from taking place.

Conventional

Techniques and equipment that are generally used when styling and dressing hair, including setting, pin curling, finger waving, rolls, plaits, twists, curls, woven.



Current look

A commercial style that is currently fashionable. It might be a style that a celebrity has and which clients may request.

Decolour/colour reduction

Removal of artificial/synthetic colour from the hair.

Decolouring/colour reduction

Removing artificial/synthetic colour from the hair.

Design plans

A detailed outline of the selected image, including accessories, clothes, any other media, and timescale for delivery etc.

Design principles

The image's balance, weight, angles, media and colour, etc.

Diffuse hair loss

Diffuse hair loss is a loss of hair or generalised hair thinning that affects the entire scalp, and is a common type of hair loss in both females and males of all ages.

Disconnected cut

When one or more sections of the haircut do not connect, link or blend with adjacent sections.

Double wind

A technique of winding using two perm rods per section: the first rod is wound from point to mid-length; the second rod is then added and wound together with the first rod from the mid-length to the roots.



Effleurage

A gentle stroking movement used during the shampooing and conditioning process. Used to distribute the shampoo and conditioner evenly through the hair.

Elasticity test

A test carried out on the hair to check the condition of the cortex; if the hair is healthy, it should stretch and return.

Environmental and sustainable working practices

Practices which reduce harm to the environment and reduce wastage of resources.

Environmentally damaged hair

Hair that has been damaged due to the environment, eg the weather.

Eumelanin

The natural black/brown colour pigments in the hair and skin.





Factors

You must adapt your cutting technique to take into account certain characteristics of your client's hair and appearance.

Fading

Used to blend short hair into the neck line, or to create a natural hairline.



Formaldehyde/adelhyde

A chemical included in some smoothing and straightening treatments.

Freehand cutting

Cutting without holding the hair in place, so there is no tension. An example is when cutting a fringe.



Full neck line

Collar length hair.

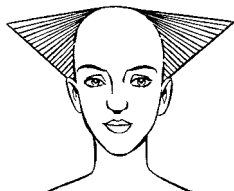


Graduating cutting

Blending hair layers from a longer to a shorter length, or from a shorter to a longer length.

Graduation

The inner layers of the hair length are shorter than the outline shape, as shown here.



Hair classifications

Hairdressers and barbers must be able to work with all hair types ranging from straight hair to very curly, wiry hair.

Straight hair	Wavy hair			Wavy-curly hair		Tight-curly hair	Kinky-curly hair	Kinky hair	Z-pattern hair
1	2A	2B	2C	3A	3B	3C	4A	4B	4C

Type 1 – Straight hair

- Fine/thin – hair tends to be very soft, shiny and oily, and it can be difficult to hold a curl.
- Medium – hair has lots of volume and body.
- Coarse – hair is normally extremely straight and difficult to curl.

Type 2 – Wavy hair

- Fine/thin – hair has a definite 'S' pattern. Normally can accomplish various styles.
- Medium – hair tends to be frizzy and a little resistant to styling.
- Coarse – hair is also resistant to styling and normally very frizzy; tends to have thicker waves.

Type 3 – Curly hair

- Loose curls – hair tends to have a combination texture. It can be thick and full with lots of body, with a definite 'S' pattern. It also tends to be frizzy.
- Tight curls – also tends to have a combination texture, with a medium amount of curl.

Type 4 – Very curly hair

- Soft – hair tends to be very fragile, tightly coiled and has a more defined curly pattern.
- Wiry – also very fragile and tightly coiled; however with a less defined curly pattern – has more of a 'Z' pattern shape.

Hair density

How many hairs there are on the head. The more hairs on the head, the denser/thicker it is.

Heat accelerator

A piece of equipment that speeds up the processing time, eg a steamer.



High-frequency

A high-frequency machine uses an alternating electric current to stimulate the blood flow to the scalp, increasing the flow of nutrients and oxygen to the hair follicles and encouraging hair growth.



Hopscotch wind

A technique used on medium to long layered hair. Three or four rods are wound to the root with weaved sections left out, which are then wound in

the opposite direction to sit across the top of the first rods.



Hot bonding or fusion

A method of attaching a strand of added hair to the natural hair using heated equipment which melts either the synthetic hair or resin.

Human hair extensions

Hair extensions made from human hair.

Incompatibility test

A test to see if the hair will react to any chemical products that are about to be used on it.



Infection of the skin

A condition that may cause visible signs of swelling, or redness on the skin, and may spread.

Infestation

A condition whereby parasites such as head lice or scabies live on a person's head or skin, feeding off nutrients found in their blood and body tissue. The parasites spread very easily from one person to another.



Keloid scarring

Excess growth of scar tissue at the site of a healed skin injury.

Keratin treatment

A method of straightening hair by applying a product to the hair and then sealing it in with heat.

Lightening

This refers to a range of bleaching products for hair. Examples include powder bleach, oil bleach and gel bleach. A lightening product also removes eumelanin and pheomelanin, and they do not deposit tone.



Locking

A styling technique usually used on African type hair.

Man-made extensions

Hair extensions made from synthetic/acrylic fibre.

Manufacturers' instructions

The instructions set out by manufacturers on how to apply, use, maintain or dispose of their product(s). These must be followed to achieve the best results.

Melanin

The natural pigment that gives colour to the skin and hair. Different types give different colours; for instance, eumelanin is responsible for black and brown tones.

Micro ring or loop

Individual strands of human hair are held securely in place using tiny micro-rings which are gripped in place using specialist tools.

Mood board

A combination of images, colours and textures: your first ideas for creating an image are collected together on a board.

Neutralising tones

Correcting an unwanted tone in the hair by introducing the opposite colour to cancel it out; for example, green tones are neutralised by red.



Non-conventional items

Things not usually used when styling and dressing hair, including rags, foil, straws, ribbons, chopsticks, rik-raks, added hair

Non-infectious skin condition

A condition that does not spread from one person to another; for example, eczema.

Non-sodium relaxer

This type of relaxer does not contain sodium.

Normalising shampoo

(Also known as neutralising shampoo) – this is applied after the hair has been relaxed to remove any remaining relaxer and to bring the hair back to a pH of around 5.5.



Oxidation

A reaction caused by introducing oxygen to another chemical; for example, mixing hydrogen peroxide with lightening products (powder bleach).

Petrissage

A massage movement used during the conditioning process; this is used to stimulate the scalp. The massage is a slow, firm and deep kneading movement.

Pheomelanin

The natural red and yellow pigments that produce warm tones in the hair.

Physically damaged hair

Damaged caused by a physical action, eg pulling the hair too tight.

Piggyback wind

A weaved section of hair is left out whilst the rest of the section is wound to the roots; then, a different size of rod is used to wind the weaved section, placing it to sit on the top.



Pityriasis capitis

This skin condition is more often called dandruff. The cause is overproduction of the epidermal cells. This can be identified by small, itchy, dry scales that appear white or grey.

Plaited cornrows

Raised scalp plaits applied before sewing wefts of hair into them.

Post-relaxing treatment

This is applied after the relaxer has been rinsed from the hair.

Precision cut

A cut that uses strong, accurate, clearly defined lines, such as a geometric cut.

Pre-perm treatment

A product which is applied to the hair prior to a chemical service to even out porosity along the hair shaft.

Pre-pigmentation

Reintroduction of gold to red tones in the hair (depending on existing base and target colour), prior to application of the new colour.

Pre-relaxing treatment

This is usually carried out on porous hair, prior to the application of a relaxer.

Primary colours

Red, yellow (gold) and blue (ash) are the three colour pigments that cannot be made up from other colours. When mixing any two of these colours, secondary colours are produced; for example, red plus yellow equals orange (copper).

Pull test

Usually carried out to evaluate excessive and/or abnormal hair loss. If more than a few strands are shed on each test, this may be an indication of an abnormal hair condition.

Referral

When a client is advised to seek further advice from an expert; for example, if a client had visible signs of head lice, you would refer them to a pharmacist.

Resin

An adhesive used to bond some extensions onto the natural hair.

Rik-raks

When the hair is wound around an object and straightening irons are used to secure a wave or bend in the hair.

Roll

Also called vertical or horizontal roll, a fold within the hair that can be dressed on its own in a classical style, or incorporated with other features.

**Root wind**

A technique of winding the root area of the hair only around the perm rod, to give root lift only.

Scalp protector

This protects the client's scalp from the chemical used during relaxing.

**Scissor over comb**

The cutting of hair using the comb as a guide for the scissors. Good for blending short hair into the neck or above the occipital bone, softening and fine detailing hairlines.

Secondary colours

Violet, green (matt) and orange (copper) are each made up from two primary colours. Red and blue make violet.

Sensitised hair

Hair which has a fragile structure naturally or caused by mechanical, chemical and/or environmental factors.

**Skin test/patch test**

A test carried out before colouring, following manufacturer's instructions, to check whether the client's skin reacts with the chemicals in the colouring product.

**Slicing**

A technique used to select slices of hair to be coloured.

**Sodium bromate**

An oxidising agent used in neutralising agents for alkaline perms.

**Sodium relaxer**

The main active ingredient is sodium hydroxide. Sodium hydroxide relaxers are used to break down the hair's bonds.

**Spiral wind**

A technique of winding the hair from points to roots along an extended length perm rod, in order to create spiral type curls or soft waves, depending on the rod size.

Spirit-based product

A spirit-based product is a product that contains a form of alcohol.

Square layer

This technique would be used to achieve a masculine look, by retaining the corners and not following the contours of the head shape, as you would for a uniform look.

Steamers

Equipment used to apply heat to oils, conditioning creams and deep-acting conditioners. This will encourage them to penetrate further into the hair.

Strand test – colouring

A test carried out during colour development to check the progress of the colour and identify when it should be removed.



Strand test – relaxing

This test is used in the rearranging process to establish the effect of the product on the hair and its condition, ie the degree of straightness which has been achieved before winding.

Tapered

Is good for detailing hairlines, softening a look and removing weight.

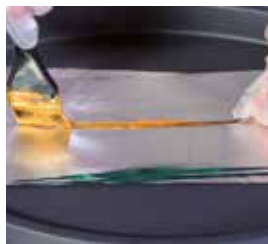


Tapering cutting

A fine line into the head shape, for example, when blending layers from the fringe to a longer length at the front of the haircut.

Test cutting

Removing a strand of hair for processing in order to check the likely results of the selected colour.



Texturising

Removing small or large amounts of hair bulk to add definition, shape and movement to the style. Scissors or a razor can be used for this.



Texturising (using chemicals)

A method of relaxing African-type hair that reduces the natural curl pattern, to leave the hair softer and more manageable. This process is carried out on hair up to 5 cm (2 inches) in length.

Theme

A set subject area; for instance, hair up, fantasy, or images reflecting an era, like the 70s or 80s.

Thermal infusion

A method of straightening hair temporarily without permanently rearranging the bonds of the hair with relaxer.

Thermal modelling

changing the shape of the hair using heated straightening irons in combination with acid-and keratin-based treatments.



Thinning

Reducing hair bulk without reducing the overall hair length. This can be achieved with scissors or a razor.

Traction alopecia

The loss of hair because of excessive and/or continuous tension on the hair, such as regular wearing of extensions or plaiting.

Transitioning

a relatively new term that has been adopted by the consumer with type 3 and 4 hair. The term refers to a stage where a client will try to go between having chemically relaxed or texturised hair to wearing their hair in its original natural curl pattern.

Trichologist

A specialist in hair and scalp disorders, to whom you might refer a client with signs of thinning, weak hair.

Trimmers

Small clippers with smaller blades to create a closer, finer cut with more definition and detail.

Twists

A small section of hair twisted along the length; a variation is the scalp twist, adding strands of hair into the twist.

Vibration

The hands or fingers of one hand are vibrated so that a fine tremor is produced in the tissues. The tremor is produced by the contraction of the forearm muscles.

Vibro massage

A mechanical massage that can be used instead of a hand massage. It produces very strong tapotement (tapping) movements, which are suitable only for fleshy areas of skin.

Virgin hair

Hair that has not been treated before.

Wadding

Used to pad the hair out; an example of this could be a hair donut, sausage or padding used for producing chignons, buns and bridal hairstyles in the hair.



Weaving – colouring

A technique usually using foil, wraps or mesh for adding multiple colours to hair.

Weaving – perming

A technique of weaving a section of hair into two sections before winding, to produce movement and root lift.

Wefts or strips

Of real or fibre extension hair, separated and ready to apply to the natural hair.



Balmain





Hair by Mark Leeson from Mark Leeson Mansfield & Chesterfield Photographed by Andrew O'Toole
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