

Unit summary sheet

Unit GH20: Creatively dress long hair

Unit code: K/600/1043

Credit: 5

Unit aim

This is a job ready unit which is competency based. This unit is about using a variety of conventional and non-conventional dressing techniques to produce innovative, fashionable, creative and personalised looks for long hair. The ability to combine and adapt a variety of dressing techniques incorporating accessories and/or added hair is required in this unit.

Assessment requirements

The assessment of this unit needs to meet the requirements within the HABIA Hairdressing and Barbering Assessment Strategies.

1. Simulation is not allowed for any performance evidence within this unit.
2. The learner must practically demonstrate in their everyday work that they have met the standard for styling and dressing long hair.
3. The Assessor will observe the learners performance on five occasions. Each observation must be of a different look each on different clients and include:
 - one look using accessories
 - one look using added hair
 - one look with at least of 40% of the hair dressed up and the remainder dressed down.
4. The learner must show that they have:
 - used all the dressing techniques and effects:
 - a) rolls
 - b) pleats
 - c) knots
 - d) twists
 - e) plaits
 - f) curls
 - g) woven effects
 - h) backcombing
 - i) back brushing.
 - taken account of all the factors:
 - a) desired look
 - b) the occasion for which the style is required
 - c) hair growth patterns
 - d) hair elasticity
 - e) head and face shape and features
 - f) hair texture
 - g) hair length
 - h) hair density.

- given all the advice:
 - a) suitable aftercare products and their use
 - b) maintenance of the style.
- 5. It is likely most evidence of the learner performance will be gathered from the observations made by the assessor but they may be required to produce other evidence to support their performance if the assessor has not been present.
- 6. No mandatory written questions required for this unit.

Additional information

The assessment and quality assurance requirement for this unit provides evidence towards A and V units.

Learning outcome achievement record

| | |
|--|--------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | |
| Assessor: | |
| Unit title: GH20 Creatively dress long hair | |
| Learning outcome 1: Be able to maintain effective and safe methods of working when dressing long hair | |
| Assessment criteria: | |
| 1.1 make sure the client's clothing is effectively protected throughout the service | |
| 1.2 position the client to meet the needs of the service without causing them discomfort | |
| 1.3 make sure their own posture and position whilst working minimises fatigue and the risk of injury | |
| 1.4 keep the work area clean and tidy throughout the service | |
| 1.5 use working methods that <ul style="list-style-type: none"> - minimise the wastage of products - minimise the risk of damage to tools and equipment - minimise the risk of cross-infection - make effective use of the working time - ensure the use of clean resources - minimise the risk of harm or injury to themselves and others | |
| 1.6 make sure their personal standards of health and hygiene minimise the risk of cross-infection, infestation and offence to clients and colleagues | |
| 1.7 use finishing products, methods and equipment identified as a result of consultation with the client | |
| 1.8 use equipment that is safe and fit for purpose | |
| 1.9 complete the service within a commercially viable time. | |
| Feedback/comments from the assessor: | |
| | |
| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature (if required): | Date: |

Learning outcome achievement record

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|--|--------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | |
| Assessor: | |
| Unit title: GH20 Creatively dress long hair | |
| Learning outcome 2: Be able to creatively dress long hair | |
| Assessment criteria: | |
| 2.1 confirm with the client the look agreed at consultation prior to and during dressing the hair | |
| 2.2 prepare the client's hair in a way which is suitable for the look agreed | |
| 2.3 effectively incorporate and secure added hair, when used, into the desired look | |
| 2.4 blend the client's own hair and added hair effectively, when required | |
| 2.5 make sure of the availability of assistance, when required | |
| 2.6 combine and adapt dressing techniques and effects in an innovative way to achieve the desired look | |
| 2.7 secure the hair so that any pins, grips or bands are hidden unless part of the style requirements | |
| 2.8 personalise dressing techniques and effects to take account of the factors which influence the achievement of the desired look | |
| 2.9 use dressing techniques and effects in a way that avoids damage to the hair, skin and scalp | |
| 2.10 effectively incorporate and secure accessories, when used, to complement and enhance the desired look | |
| 2.11 make sure the finished look meets the intended shape, direction, balance and volume agreed with the client | |
| 2.12 apply suitable finishing products that complement and enhance the desired look | |
| 2.13 make sure the finished look complements the client's features and enhances their personal image and that of the salon | |
| 2.14 confirm the client's satisfaction with the finished look. | |
| Feedback/comments from the assessor: | |
| | |
| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature (if required): | Date: |

Learning outcome achievement record

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|--|--------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | |
| Assessor: | |
| Unit title: GH20 Creatively dress long hair | |
| Learning outcome 3: Be able to provide aftercare advice | |
| Assessment criteria: | |
| 3.1 give advice and recommendations accurately and constructively | |
| 3.2 give the client suitable advice on the maintenance of their style. | |
| Feedback/comments from the assessor: | |
| | |
| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature (if required): | Date: |

Knowledge evidence record

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|---|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 4: Know salon and legal requirements</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

| | | | |
|--------------------------------|--|--------------------------------------|--|
| KEY: FOR EVIDENCE TYPES | EI = EVIDENCE INDEX NUMBER | O = OBSERVATION | P = PERSONAL STATEMENT |
| | WT = WITNESS TESTIMONY | S = SIMULATION | APEL = ACCREDITATION OF PRIOR EXPERIENCE AND LEARNING |
| | Q&A = QUESTIONS & ANSWERS | EWE = EXPERT WITNESS EVIDENCE | PD = PROFESSIONAL DISCUSSION |

| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|---|------------------------------|-------------|----------------------|
| 4.1 explain their salon's requirements for client preparation | | | |
| 4.2 explain their salon's expected service times for dressing hair | | | |
| 4.3 explain their own responsibilities under the current Control of Substances Hazardous to Health Regulations in relation to the use of finishing products | | | |
| 4.4 explain their responsibilities under the current Electricity at Work Regulations | | | |
| 4.5 summarise their salon's image and expected standards of service. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

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| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature: | Date: |

Knowledge evidence record

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| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| Unit title: GH20 Creatively dress long hair | |
| Learning outcome 5: Know how to work safely, effectively and hygienically when dressing long hair | |
| You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions). | |
| When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role. | |
| You need to show that you know, understand and can apply in practice what is listed below. | |

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| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|--|-----------------------|------|---------------|
| 5.1 explain the range of protective clothing that should be available for clients | | | |
| 5.2 explain how the position of the client and themselves can affect the desired outcome and reduce fatigue and the risk of injury | | | |
| 5.3 explain the safety considerations which must be taken into account when dressing long hair | | | |
| 5.4 explain the importance of positioning equipment for ease of use | | | |
| 5.5 explain why it is important to keep the work area clean and tidy | | | |
| 5.6 summarise methods of working safely and hygienically and which minimise the risk of cross-infection and cross-infestation | | | |
| 5.7 explain the importance of personal hygiene | | | |
| 5.8 explain why it is important to check electrical equipment used to aid the dressing process | | | |
| 5.9 compare methods of cleaning, disinfection and/or sterilisation used in salons | | | |
| 5.10 explain the importance of using products economically | | | |

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| 5.11 explain the health and safety factors to consider when making choices of ornamentation | | | |
| 5.12 explain the reasons why tools and heated styling equipment should be kept free from product build up. | | | |
| Feedback/comments: | | | |
| The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved. | | | |
| Learner's signature: | | Date: | |
| Assessor's signature: | | Date: | |
| Internal verifier's signature: | | Date: | |

Knowledge evidence record

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|--|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 6: Know hairdressing science for dressing long hair</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|---|------------------------------|-------------|----------------------|
| 6.1 explain the effects of humidity on hair | | | |
| 6.2 explain how the incorrect application of heat can affect the hair and scalp | | | |
| 6.3 explain why hair should be allowed to cool prior to dressing out | | | |
| 6.4 explain the effects of backcombing and back brushing on the hair structure | | | |
| 6.5 explain the physical effects that finishing products have on the hair and how they work to maintain the style | | | |
| 6.6 explain the potential effects on the hair structure of using and securing added hair and accessories | | | |
| 6.7 explain the potential consequences of excessive tension on the hair and scalp | | | |
| 6.8 describe how to identify the first signs of traction alopecia. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

Learner's signature:

Date:

Assessor's signature:

Date:

Internal verifier's signature:

Date:

Knowledge evidence record

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|--|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 7: Know products, equipment and their use</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit | Evidence index number | Date | Evidence type |
|--|------------------------------|-------------|----------------------|
| Assessment criteria | | | |
| 7.1 summarise the range of products, tools and equipment available for dressing long hair and how to use them | | | |
| 7.2 summarise the suitability of specific products and equipment for use with different hair types and for achieving different effects | | | |
| 7.3 compare the types of non-conventional items that may be used as accessories when dressing long hair | | | |
| 7.4 explain the importance of following the manufacturers' instructions on the use of the finishing products in the salon. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

Learner's signature:

Date:

Assessor's signature:

Date:

Internal verifier's signature:

Date:

Knowledge evidence record

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| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 8: Know preparation activities for dressing long hair</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|--|-----------------------|------|---------------|
| 8.1 explain the importance of preparing the hair correctly prior to dressing | | | |
| 8.2 explain the preparation procedures required for the different dressing techniques. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

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|---------------------------------------|--------------|
| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature: | Date: |

Knowledge evidence record

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|--|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 9: Know dressing techniques and methods</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|---|------------------------------|-------------|----------------------|
| 9.1 explain current fashion long hair looks | | | |
| 9.2 review the different sources of creative information and inspiration, eg historical, cultural and fashion | | | |
| 9.3 explain when, why and how to use the different types of <ul style="list-style-type: none"> - securing equipment - accessories - added hair | | | |
| 9.4 explain the factors that can affect the dressing process and the finished look | | | |
| 9.5 describe the sequence of working necessary to create different dressing techniques and effects (ie rolls, pleats, knots, twists, plaits, curls, woven effects) | | | |
| 9.6 explain methods of handling, controlling and securing long hair during the dressing process | | | |
| 9.7 summarise the type of checks needed during long hair dressing services to ensure the intended shape, direction, balance and volume is achieved | | | |
| 9.8 explain the importance of maintaining correct tension when dressing up long hair. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

Learner's signature:

Date:

Assessor's signature:

Date:

Internal verifier's signature:

Date:

Knowledge evidence record

| | |
|--|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 10: Know aftercare advice for clients</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit | Evidence index number | Date | Evidence type |
|--|------------------------------|-------------|----------------------|
| Assessment criteria | | | |
| 10.1 clarify products for home use that will benefit the client and those to avoid and why | | | |
| 10.2 summarise how to maintain their style | | | |
| 10.3 explain how to remove pins, accessories, any added hair and any backcombing and or back brushing. | | | |

Feedback/comments:

The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved.

| | |
|---------------------------------------|--------------|
| Learner's signature: | Date: |
| Assessor's signature: | Date: |
| Internal verifier's signature: | Date: |

Knowledge evidence record

| | |
|--|------------------|
| NVQ title and level: Level 3 NVQ Diploma in Hairdressing (QCF) | |
| Learner: | Assessor: |
| <p>Unit title: GH20 Creatively dress long hair</p> <p>Learning outcome 11: Know methods of communication</p> <p>You must show that you have the knowledge and understanding for this unit. Your performance evidence might help to show this, but it is likely that you will need additional evidence (eg answers to questions).</p> <p>When using the standards it is important to read the knowledge requirements in relation to expectations and requirements of your job role.</p> <p>You need to show that you know, understand and can apply in practice what is listed below.</p> | |

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| Knowledge and understanding for this unit Assessment criteria | Evidence index number | Date | Evidence type |
|--|-----------------------|--------------|---------------|
| 11.1 Explain how to give effective advice and recommendations to clients. | | | |
| Feedback/comments: | | | |
| The learner has satisfied the assessor and the internal verifier that the knowledge and understanding requirements have been achieved. | | | |
| Learner's signature: | | Date: | |
| Assessor's signature: | | Date: | |
| Internal verifier's signature: | | Date: | |

Assessment requirements record

| | | |
|---|---|--|
| NVQ title and level: NVQ Level 3 Diploma in Hairdressing | | |
| Learner: | | |
| Assessor: | | |
| Unit title: GH20 Creatively dress long hair | | |
| Performance(s) observed by the assessor | <i>(Assessor to sign each time performance is observed)</i> | <i>(Assessor to insert date each time performance is observed)</i> |
| Observation 1 Look 1 - client 1 | | |
| Observation 2 Look 2 - client 2 | | |
| Observation 3 Look 3 - using accessories - client 3 | | |
| Observation 4 Look 4 - using added - hair client 4 | | |
| Observation 5 Look 5 - with at least 40% hair dressed up and remainder dressed down - client 5 | | |
| Assessment requirements: | | |
| <ul style="list-style-type: none"> • Participated in all the types of learning opportunities listed: <ul style="list-style-type: none"> a) used all the dressing techniques and effects: <ul style="list-style-type: none"> i. rolls ii. pleats iii. knots iv. twists v. plaits vi. curls vii. woven effects viii. backcombing ix. back brushing | | |

- b) taken account of all the factors:
 - i. desired look
 - ii. the occasion for which the style is required
 - iii. hair growth patterns
 - iv. hair elasticity
 - v. head and face shape and features
 - vi. hair texture
 - vii. hair length
- c) hair density given all the advice:
 - i. suitable aftercare products and their use
 - ii. maintenance of the style.

Feedback/comments:

Learners' signature:

Date:

Assessor's signature:

Date: