

Hair and Beauty

Link to the exam board: <https://www.cityandguilds.com/qualifications-and-apprenticeships/beauty-and-complementary-therapies/beauty/3004-creative-hair-and-beauty-studies>

Course title: **Level 2 Diploma in Hair and Beauty Studies (3004-12)**

Marked/assessed work

Year 12-Level 2

SMSC:

SPIRITUAL = SP "Explore beliefs & experience, respect values, discover oneself and the surrounding world, use imagination & creativity, reflect" **A SENSE OF AWE & WONDER**

MORAL = M "Recognise right and wrong, understand consequence, investigate moral and ethical issues, offer reasoned views" **CARE & VALUE THE ENVIRONMENT**

SOCIAL = SO "Use social skills in different contexts, work well with others, resolve conflict, understand how communities work" **WORKING AS PART OF A TEAM**

CULTURAL = C "Appreciate cultural influences, participate in culture opportunities, understand, accept, respect and celebrate diversity" **UNDERSTANDING DIFFERENCES**

When	WHAT & WHY WILL THEY LEARN? (SOW overview linked to assessment Objectives)		New Skill = NS Revisit = R Revision = RV	Stretch and Challenge (Differentiation – how will you stretch the most able to achieve top grades?)	CIEAG/Extension Enrichment Trips, workshops, speakers, local environment and experiences	KS4 PRIOR LEARNING How will GCSE knowledge, skills & experience across 3 schools link to and support KS5 new knowledge and skills?	SMSC
Term Plan	KNOWLEDGE & SKILLS	Assessment Objective					
	Transition Task Describe contraindications that restrict or prevent a manicure treatment (Create a fact sheet) Include the following: <ul style="list-style-type: none">One fungal infection that would prevent a manicure treatment.One viral infection that would prevent a manicure treatment.One bacterial infection that would prevent a manicure treatment.One severe nail treatment that would prevent a manicure treatment.	207-1b	NS	More detailed analysis of text and images used, to aid the description of the contra indications.	Visits to salons for varied research is recommended.	Students who studied at level 1, will build on their knowledge within contraindications, limitations and preventions.	SP -Learning new skills and being creative in their approach. M -Meeting deadlines.

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	<ul style="list-style-type: none"> One severe skin condition that would prevent a manicure treatment. Ten contraindications that would restrict a manicure treatment. 						
Term 1 (theory)	<p>There will be two assignments and up to ten summative assessments in term one, which builds students' knowledge, skills and confidence. These are done through client sessions.</p> <p>1-Communication skills-the importance of the following:</p> <ul style="list-style-type: none"> Effective communication to identify client needs and expectations. Providing the client with clear advice and recommendations Client confidentiality in line with the Data Protection Act Communication techniques when supporting retail opportunities Client feedback and responding constructively Describe the term 'personal space' State how to refer and assist with client <p>DEADLINE DATE-16/11/21</p> <p>2-Manicure (information sheet)</p> <p>state the importance of:</p> <ul style="list-style-type: none"> positioning of the therapist and the client during the treatment carrying out a nail and skin analysis using the correct products, tools, equipment and techniques completing client records correctly 	<p>203-1a</p>	<p>NS</p>	<p>Students will need to develop a mature response and creative links to their research and ideas throughout.</p> <p>Grade criteria is explained and the knowledge needed to achieve P/M/D (Communication/Manicure grid are at the end of the year 12 intent document.</p>	<p>Affinage (wholesalers) workshop. Product day.</p>	<p>Students who studied at level 1, will build on their communication skills.</p> <p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Spiritual-showing their interest and enjoyment learning about communication.</p> <p>Moral-Listen and respond to peers. Client and teachers constructive feedback, improving as a result.</p> <p>Social- Help peers in the workplace setting</p> <p>Moral- Meeting deadlines and respecting peers when working as a team in a</p>
		207-1a	NS		Guest speaker-Beauty therapist-(ex student-communication-workshop)	Students who studied at level 1, will build on their communication skills.	

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	<ul style="list-style-type: none"> • completing the treatment to the satisfaction of the client <p>(2 contd)Manicure-(fact sheet) Assignment (2 contd) Anatomy and physiology(Function and structure) of the:</p> <ul style="list-style-type: none"> • Skin and Nail • Cardiovascular system • Lymphatic system • Skeletal system • Muscular system <p>DEADLINE DATE-16/12/21 ATL-7/10/21 ATL 1-11/11/21</p>	<p>207-1b</p> <p>207-1C</p>	<p>R(from transition task)</p> <p>NS</p>	<p>Students have the option to draw and label their own anatomy and physiology diagrams, or use the templates provided.</p>	<p>Students participate in level 3 (yr 13 , promotional event).</p>	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>workplace environment. Spiritual-progression is shown along with interest in learning about careers/services and stylists within the hair and beauty industry. Cultural-recognise the varied nail technicians and how products/techniques have evolved over time.</p>
<p>Term 1 Practical</p>	<p>203- Task 2 Practical observation/assessments Client sessions- students to: Carry out a consultation, which incorporates client care and communication techniques. Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. DEADLINE JAN 22 207-Manicure manicure routine- breakdown of techniques (cuticle work,buffering,massage,exfoliator,mask,thermal mitts, polish)</p>	<p>203 task</p> <p>207-2</p>	<p>R (revisited 203 1a, formative assessments during client sessions.</p> <p>R-(revisit 203/207 formative</p>	<p>Basic- through to thorough consultations carried out. (P-D) Grade criteria is explained and the knowledge needed to achieve P/M/D</p> <p>The assessments</p>	<p>Client sessions in a realistic salon environment</p> <p>Client sessions in a realistic salon environment</p>	<p>Students who studied at level 1, will build on their communication skills.</p> <p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p> <p>Mathematical skills learnt at KS4 will help within ratios,measurement</p>	<p>Moral-Respecting each other, when working in pairs and or as part of a team, providing honest constructive feedback and working on improving as a result of the feedback. Spiritual-Students are encouraged to work</p>

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	<p>Students need to completed a minimum of three manicure treatments to include a combination of:</p> <ul style="list-style-type: none"> • use of heat • hand mask • exfoliation • dark enamel • French enamel. <p>Treatment plan showing the following information:</p> <ul style="list-style-type: none"> • How the treatment was adapted to suit the client's treatment needs, nail and skin conditions • Manicure techniques, products and tools that were selected to suit the condition of the hand/nail • The different massage techniques used and their benefits • The contra-actions that may occur and how to respond to them. For the final practical observation the candidates will be assessed carrying out one of the following manicure finishes: • Dark enamel • French enamel. <p>DEADLINE JAN 22</p>		<p>assessments during client sessions.</p>	<p>will demonstrate the creativity and independence of the students. The most able-A thorough treatment plan is recommended. Examples: objectives of the treatment identified taking into account skin type/condition, general health, medication, client lifestyle, expectations, occasion established, colour preferences and current use of manicure products</p>		<p>and taking payments during client sessions.</p> <p>Students who studied at level 1, will build on their manicure and communication techniques. Literacy skills gained during KS4 will assist them with their practicals.</p>	<p>independently showing their skills within manicure/communication, trusting their own judgement with their finished looks. Being able to use the resources of their choice.</p>
<p>Term 2 Theory</p>	<p>There will be two assignments and up to twelve summative assessments in term two, which builds students' knowledge, skills and confidence. These are done through client sessions.</p> <p>1-Pedicure (information sheet)</p>	<p>208 1a</p>			<p>Whittlebury hall spa-day -tour and talk-students can access the facilities and</p>		<p>Spiritual-showing their interest and enjoyment learning about pedicures. Moral-Listen and respond to peers.</p>

<p>state the importance of:</p> <ul style="list-style-type: none"> • positioning of the therapist and the client during the treatment • carrying out a nail and skin analysis • using the correct products, tools, equipment and techniques • completing client records correctly • completing the treatment to the satisfaction of the client <p>Describe contraindications that restrict or prevent a pedicure treatment (Create a fact sheet) Include the following:</p> <ul style="list-style-type: none"> • One fungal infection that would prevent a pedicure treatment. • One viral infection that would prevent a pedicure treatment. • One bacterial infection that would prevent a pedicure treatment. • One severe nail treatment that would prevent a pedicure treatment. • One severe skin condition that would prevent a pedicure treatment. • Ten contraindications that would restrict a pedicure treatment. <p>(1 contd) Pedicure-(fact sheet) Assignment (2 contd) Anatomy and physiology(Function and structure) of the:</p> <ul style="list-style-type: none"> • Skin and Nail • Cardiovascular system • Lymphatic system • Skeletal system • Muscular system 	<p>208-1b</p>	<p>R- revisiting from manicure assignment, adding the pedicure elements.</p>	<p>Grade criteria is explained and the knowledge needed to achieve P/M/D</p> <p>The assessments will demonstrate the creativity and independence of the students.</p>	<p>have a tour and talk on the spa therapist pathway.</p>	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Client and teachers constructive feedback, improving as a result. Social- Help peers in the workplace setting</p>
<p>(1 contd) Pedicure-(fact sheet) Assignment (2 contd) Anatomy and physiology(Function and structure) of the:</p> <ul style="list-style-type: none"> • Skin and Nail • Cardiovascular system • Lymphatic system • Skeletal system • Muscular system 	<p>208 1c</p>	<p>R- revisiting from manicure assignment,</p>	<p>Grade criteria is explained and the knowledge needed to achieve P/M/D</p>		<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment. Spiritual- progression is shown along with interest in learning about careers/services and stylists within the hair and beauty industry</p>

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	DEADLINE DATE-16/12/21 <ul style="list-style-type: none"> 215- information sheet fact sheet Anatomy and physiology DEADLINE DATE-11/02/22 ATL 2- 24/02/22	215 A/B/C	adding the pedicure elements. R- Manicure			Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.	
Term 2 practical	208-Pedicure-CLIENT SESSIONS Students need to completed a minimum of three pedicure treatments to include a combination of: <ul style="list-style-type: none"> use of heat foot mask exfoliation dark enamel French enamel. Treatment plan showing the following information: <ul style="list-style-type: none"> How the treatment was adapted to suit the client's treatment needs, nail and skin conditions Pedicure techniques, products and tools that were selected to suit the condition of the hand/nail The different massage techniques used and their benefits The contra-actions that may occur and how to respond to them. For the final practical 	208-task 2	R- revisiting from manicure assignment, adding the pedicure elements.	Grade criteria is explained and the knowledge needed to achieve P/M/D Basic-excellent aftercare is provided (P-D)Distinction - excellent . aftercare advice to include homecare products, application and removal techniques and future treatment and recommendations.	Client sessions in a realistic salon environment	Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task. Mathematical skills learnt at KS4 will help within ratios,measurement and taking payments during client sessions.	Moral- Listen and respond to peers. Client and teachers constructive feedback, improving as a result. Social- Help peers in the workplace setting Moral- Meeting deadlines and respecting peers when working as a team in a

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	<p>observation the candidates will be assessed carrying out one of the following pedicure finishes:</p> <ul style="list-style-type: none"> • Dark enamel • French enamel. <p>208-Pedicure pedicure routine- breakdown of techniques (cuticle work, buffing, massage, exfoliator, mask, thermal boots, polish)</p> <p>DEADLINE DATE-FEB 22 215-Nail art 3-Nail art assessments-1 (at least one on the feet).</p> <p>DEADLINE DATE-FEB 22</p>	215 task 2	NS	<p>Creativity and individuality with nail art designs.</p> <p>Support can be provided with nail art designs/templates, guides, and books.</p>	Client sessions in a realistic salon environment	<p>Mathematical skills learnt at KS4 will help within ratios, measurement and taking payments during client sessions.</p> <p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p> <p>Students who studied at level 1, will build on their knowledge with nail art designs.</p>	<p>workplace environment.</p> <p>Moral- Listen and respond to peers. Client and teachers constructive feedback, improving as a result.</p> <p>Social- Help peers in the workplace setting</p> <p>Cultural/spiritual- students are encouraged to experiment with nail art designs, creating their own ideas, using resources of their choice.</p>
Term 3-theory	<p>There will be two assignments and up to twelve summative assessments in term three, which builds students' knowledge, skills and confidence. These are done through client sessions.</p> <p>(1) 204-state the importance of:</p> <ul style="list-style-type: none"> • carrying out a detailed skin analysis • positioning of the therapist and the client during the treatment • using the correct products, tools, equipment and techniques 	204 A	R From nail assignments,	Grade criteria is explained and the knowledge	Beauty UK- largest trade show -latest industry, products/techniques	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	

<ul style="list-style-type: none"> • completing client records correctly • completing the treatment to the satisfaction of the client. <p>Describing contra-indications which prevent or restrict a facial skin care treatment.</p> <p>The fact sheet should include a minimum of:</p> <ul style="list-style-type: none"> • one fungal infection that would prevent the treatment • one bacterial infection that would prevent the treatment • one viral infection that would prevent the treatment • one severe skin condition that would prevent the treatment • one eye infection that would prevent the treatment • ten contra-indications that would restrict the treatment. 	<p>204 B</p>	<p>making it relevant to facial/skin care.</p>	<p>needed to achieve P/M/D</p> <p>Skin is cleansed thoroughly, magnifier and light used, detailed observations of skin characteristics recorded.</p>	<p>ues-22-23 May 2022.</p> <p>Cruise ship talk</p>	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment.</p> <p>Spiritual-students are encouraged to work independently and develop their appreciation of facial skin care factors.</p>
<p>Anatomy and physiology:</p> <ul style="list-style-type: none"> • describe the function of the skin • label the diagram: structure of cross section of the skin Cardiovascular system • describe the function of blood • label the diagram: primary vessels in the common treatment areas: head, neck and shoulder Lymphatic system • describe the function of the lymphatic system • label the diagram: location of the major lymph nodes of the head, neck and shoulder Skeletal system • describe the function of the bones: head, neck and shoulder 	<p>204 C</p>	<p>R</p> <p>From nail assignments, making it relevant to facial/skin care.</p>				

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- label the diagram: bones of the head, neck and shoulder Muscular system
- label the diagram: muscles of the head, neck and shoulder
- state the action of the muscles of head, neck and shoulder

DEADLINE DATE-22/03/22

(2)209-State the importance of:

- carrying out a detailed skin analysis
- positioning of the make-up artist and the client during the treatment
- using the correct products, tools, equipment and techniques
- completing client records correctly
- completing the treatment to the satisfaction of the client.

Task 1b Describing contra-indications which prevent or restrict a make-up application.

- one fungal infection that would prevent the treatment
- one bacterial infection that would prevent the treatment
- one viral infection that would prevent the treatment
- once severe skin condition that would prevent the treatment
- ten contra-indications that would restrict the treatment.

Task 1c Anatomy and physiology

- describe the function of the skin
- label the diagram: structure of cross section of the skin Cardiovascular system

209 A

NS

Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contra-indications, general health, lifestyle and expectations.

Work experience in a salon for 1 week.

Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.

Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment

209 B

R-From nail assignments-making it relevant to make-up.

209 C

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- describe the function of blood
- label the diagram: primary vessels in the common treatment areas: head, neck and shoulder Lymphatic system
- describe the function of the lymphatic system
- label the diagram: location of the major lymph nodes of the head, neck and shoulder Skeletal system
- describe the function of the bones: head, neck and shoulder
- label the diagram: bones of the head, neck and shoulder Muscular system
- label the diagram: muscles of the head, neck and shoulder
- state the action of the muscles of head, neck and shoulder

DEADLINE DATE-22/03/22

Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment

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Term 3 Practical	204 Task 2 Practical observation -CLIENT SESSIONS The final observations should be undertaken when a minimum of three facial treatments which must include a range of skin types and conditions. Each observation should be accompanied by a treatment plan which should include the following information: • summary of skin analysis identifying findings, including current use of skin care products • facial techniques that were selected and adapted to suit the skin type, skin condition and physical characteristics being treated • the contra-actions that may occur during or after the treatment and how to respond • how the natural aging, lifestyle and environmental factors have affected the condition of the skin and muscle tone of the client. 204- facial routine and techniques- cleanse, exfoliator, steamer, mask, hot towels, toner, moisturizer, extraction. DEADLINE DATE-MARCH 22	204 TASK 2	NS	Adapts the massage to suit the skin type, skin condition, varies the rate and rhythm, pressure, sequence and time according to the treatment objectives identified.	Client sessions in a realistic salon environment	Students who studied at level 1, will build on their knowledge within facial skin care, developing NS. Mathematical skills learnt at KS4 will help within ratios, measurement and taking payments during client sessions.	Moral -Listen and respond to peers. Client and teachers constructive feedback, improving as a result. Social - Help peers in the workplace setting Cultural - appreciation of the varied make-up artists
	209 Task 2 Practical observation -CLIENT SESSIONS The final observation should have completed a minimum of three make-up applications to include: - day time - one evening - one mature client's make-up. Each observation should be accompanied by a treatment plan which should include the following information: • list of products, techniques and tools used and why they were chosen for the client. • the use and application of corrective methods	209 TASK 2	NS	Consideration given to all treatment needs (eg occasion, lighting, skin type and conditions, make-up duration) Examples: full range of products, tools and techniques	Client sessions in a realistic salon environment	Students who studied at level 1, will build on their knowledge within make-up. Mathematical skills learnt at KS4 will help within ratios, measurement and taking payments during client sessions.	Spiritual -showing their interest and enjoyment learning about communication.

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- a skin analysis to identify skin type and conditions.
- the contra-actions that may occur and how to respond
- how the natural aging, lifestyle and environmental factors have affected the condition of the skin and muscle tone of the client.

For the final practical observation the candidates will be assessed applying one of the following types of make-up:

- day make-up
- evening make-up
- special occasion make-up.

209-Make-up routine/products and techniques- including concealer, foundation, contouring, eyeshadow, eyeliner, mascara, lips, cheeks, highlighter, brows.

DEADLINE-APRIL 22
ATL 3-16/11/22

used, corrective eye make-up applied and contouring techniques used, finished make-up blended well.

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Assignment 203 Client care and communication in beauty related industries

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation.

All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Client care and communication in beauty related industries Consultation		
1. Use effective communication techniques	1		
2. Use client consultation techniques to identify treatment objectives *	1	2	3
3. Provide the client with clear advice and recommendations *	1	2	3
4. Gain feedback from clients on client care	1		
5. Respond to feedback in a constructive way	1		
6. Maintain client confidentiality in accordance with legislation	1		
7. Recommend and agree a treatment plan	1		
8. Complete the client's treatment records to meet with salon policy	1		
9. Use safe working methods	1		
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

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The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation.

Converting marks to grades	
Grade	Mark ranges
Pass	9
Merit	10-11
Distinction	12-13

203-Mark descriptors				
		1 Mark	2 Marks	3 Marks
2	Use client consultation techniques to identify treatment objectives	Basic consultation is carried out. Examples: closed questions used throughout, questioning covered contra-indications	Good consultation is carried out. Examples: candidate introduces themselves by name, open and closed questions, positive body language, questioning covered contra-indications, general health, lifestyle and expectations.	Thorough consultation is carried out. Examples: candidate introduces themselves by name and uses the clients name, open and closed questions, positive body language, questioning covered contra-indications, general health, lifestyle and expectations.
3	Provide the client with clear advice and recommendations	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A good treatment plan is recommended. Examples: objectives of the treatment identified, taking into account skin/hair/nail type/condition and client expectations.	A thorough treatment plan is recommended. Examples: objectives of the treatment identified taking into account skin/hair/nail type/condition, general health, medication, client lifestyle, expectations, adaptations, previous records.

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Assignment -207- Provide manicure treatments

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide manicure treatments		
1. Prepare yourself, the client and the work area for manicure treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a nail and skin analysis	1		
4. Provide clear recommendations to the client*	1	2	3
5. Position yourself, the client and the equipment correctly throughout the treatment	1		
6. Follow health and safety working practices	1		
7. Communicate and behave in a professional manner	1		
8. Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin condition*	1	2	3
9. Use and adapt correct massage techniques*	1	2	3
10. Apply base coat, varnish and top coat evenly without flooding the cuticles and nail wall	1		
11. Complete the treatment to the satisfaction of the client*	1	2	3
12. Record the results of the treatment with the client	1		
13. Provide suitable aftercare advice*	1	2	3

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	Total	
	Grade	
	Candidate signature and date	
	Assessor signature and date	

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation

Converting marks to grades	
Grade	Mark ranges
Pass	13-15
Merit	16-21
Distinction	22-25

207-Mark descriptors				
		1 Mark	2 Marks	3 Marks
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation carried out. Examples: closed questions used throughout, questioning covered contra-indications.	Good consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations.	Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations
4	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A good treatment plan is recommended. Examples: objectives of the treatment identified, taking into account skin and nail condition and client expectations.	A thorough treatment plan is recommended. Examples: objectives of the treatment identified taking into account skin type/condition, general health, medication, client lifestyle, expectations, occasion established, colour preferences and current use of manicure products.

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8	Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin conditions	Selected and used products, tools and equipment to suit treatment objectives Examples: product choice adapted to suit skin and nail conditions.	Selected and used products, tools and equipment to suit treatment objectives. Examples: consistent finish across all of the nails, communicated with the client throughout to confirm satisfaction at every stage.	Selected and used products, tools and equipment to suit treatment objectives. Examples: consistent finish across all of the nails, provided explanation to client about products, tools and equipment selected and confirmed client's satisfaction at every stage.
9	Use and adapt massage techniques to meet the needs of the client	Adapts the massage to suit skin type and skin and nail conditions.	Adapts the massage to suit the skin type and skin and nail condition Example: varies the rate and rhythm according to the treatment objectives identified.	Adapts the massage to suit the skin type and skin and nail condition Examples: varies the rate, rhythm, time and pressure.
11	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time and the client is shown the result.	The treatment is completed within the agreed time, brought to a satisfactory close, the client is shown the result, result adapted if necessary, clients are assisted where necessary.
13	Provide suitable aftercare advice	Basic aftercare advice is provided including possible contra-actions.	Good level of aftercare advice to include homecare products and future treatments.	Excellent aftercare advice to include homecare products, application and removal techniques and future treatment and recommendations.

Assignment -208- Provide pedicure treatments

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide pedicure treatments		
1. Prepare yourself, the client and the work area for pedicure treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a nail and skin analysis	1		
4. Provide clear recommendations to the client*	1	2	3
5. Position yourself, the client and the equipment correctly throughout the treatment	1		
6. Follow health and safety working practices	1		
7. Communicate and behave in a professional manner	1		

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8. Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin condition*	1	2	3
9. Use and adapt correct massage techniques*	1	2	3
10. Apply base coat, varnish and top coat evenly without flooding the cuticles and nail wall	1		
11. Complete the treatment to the satisfaction of the client*	1	2	3
12. Record the results of the treatment with the client	1		
13. Provide suitable aftercare advice*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation

Converting marks to grades	
Grade	Mark ranges
Pass	13-15
Merit	16-21
Distinction	22-25

208-Mark descriptors				
		1 Mark	2 Marks	3 Marks
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation carried out. Examples: closed questions used throughout, questioning covered contra-indications.	Good consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations.	Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations
4	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A good treatment plan is recommended. Examples: objectives of the treatment identified, taking into account skin and nail condition and client expectations.	A thorough treatment plan is recommended. Examples: objectives of the treatment identified taking into account skin type/condition, general health, medication, client lifestyle, expectations, occasion established, colour

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				preferences and current use of pedicure products.
8	Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin conditions	Selected and used products, tools and equipment to suit treatment objectives Examples: product choice adapted to suit skin and nail conditions.	Selected and used products, tools and equipment to suit treatment objectives. Examples: consistent finish across all of the nails, communicated with the client throughout to confirm satisfaction at every stage.	Selected and used products, tools and equipment to suit treatment objectives. Examples: consistent finish across all of the nails, provided explanation to client about products, tools and equipment selected and confirmed client's satisfaction at every stage.
9	Use and adapt massage techniques to meet the needs of the client	Adapts the massage to suit skin type and skin and nail conditions.	Adapts the massage to suit the skin type and skin and nail condition Example: varies the rate and rhythm according to the treatment objectives identified.	Adapts the massage to suit the skin type and skin and nail condition Examples: varies the rate, rhythm, time and pressure.
11	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time and the client is shown the result.	The treatment is completed within the agreed time, brought to a satisfactory close, the client is shown the result, result adapted if necessary, clients are assisted where necessary.
13	Provide suitable aftercare advice	Basic aftercare advice is provided including possible contra-actions.	Good level of aftercare advice to include homecare products and future treatments.	Excellent aftercare advice to include homecare products, application and removal techniques and future treatment and recommendations.

Assignment -215- Provide nail art treatments

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide nail art treatments		
1. Prepare yourself, the client and the work area for nail art treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a nail and skin analysis	1		

Hair and Beauty

4. Provide clear recommendations to the client*	1	2	3
5. Position yourself, the client and the equipment correctly throughout the treatment	1		
6. Follow health and safety working practices	1		
7. Communicate and behave in a professional manner	1		
8. Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin condition*	1	2	3
9. Complete the treatment to the satisfaction of the client*	1	2	3
12. Record the results of the treatment with the client	1		
13. Provide suitable aftercare advice*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation

Converting marks to grades	
Grade	Mark ranges
Pass	11-13
Merit	14-18
Distinction	19-21

215-Mark descriptors				
		1 Mark	2 Marks	3 Marks

Hair and Beauty

2	Use suitable consultation techniques to identify treatment objectives	Basic consultation carried out. Examples: closed questions used throughout, questioning covered contra-indications.	Good consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations.	Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations
4	4 Provide clear recommendations to the client	A basic service plan is recommended. Examples: objectives of the service identified.	A good service plan is recommended. Examples: objectives of the service identified, taking into account nail condition and client expectations.	A thorough service plan is recommended. Examples: objectives of the service identified, taking into account nail condition, general health, medication, client lifestyle, expectations, occasion established, colour preferences and current use of nail art.
8	Select and use products, tools, equipment and techniques to suit client's treatment needs, nail and skin conditions	Selected and used products, tools and equipment to suit treatment objectives Examples: all excess nail products are removed from the surrounding skin.	Select and use products, tools and equipment to suit service objectives Examples: all excess nail products are removed from the surrounding skin, nail design is balanced and consistent on all nails, communicated with the client throughout to confirm satisfaction.	Select and use products, tools and equipment to suit service objectives Example: all excess nail products are removed from the surrounding skin, nail design is balanced and consistent on all nails, nail techniques chosen are successful eg well blended or clearly defined detail, communicated with the client throughout to confirm satisfaction.
9	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time and the client is shown the result.	The treatment is completed within the agreed time, brought to a satisfactory close, the client is shown the result, result adapted if necessary, clients are assisted where necessary.
11	Provide suitable aftercare advice	Basic aftercare advice is provided including possible contra-actions.	Good level of aftercare advice to include homecare products and future treatments.	Excellent aftercare advice to include homecare products, application and removal techniques and future treatment and recommendations.

Assignment -204- Provide facial skin care treatments

Task 2 – Practical observation checklist

Hair and Beauty

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide facial skin care treatments		
1. Prepare yourself, the client and the work area for facial skin care treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a skin analysis	1	2	3
4. Provide clear recommendations to the client*	1	2	3
5. Position yourself, the client and the equipment correctly throughout the treatment	1		
6. Select and use appropriate cleansing products	1		
7. Select and use appropriate exfoliating and skin warming techniques	1		
8. Apply a suitable massage medium	1		
9. Use and adapt correct massage techniques*	1	2	3
10. Select and use appropriate mask product to suit client skin type and condition*	1	2	3
11. Complete the treatment using toning, moisturising products and specialist products	1		
12. Complete the treatment to the satisfaction of the client	1		
13. Provide suitable aftercare advice*	1	2	3
14. Record the results of the treatment correctly	1		
15. Follow health and safety working practices	1		
16.16. Communicate and behave in a professional manner*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation

Converting marks to grades	
Grade	Mark ranges
Pass	16-19
Merit	20-26
Distinction	27-30

Hair and Beauty

		1 Mark	2 Marks	3 Marks
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation carried out. Examples: closed questions used throughout, questioning covered contra-indications.	Good consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations.	Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contra-indications, general health, lifestyle and expectations, confirm understanding of treatment objectives with the client.
3	Carry out a skin analysis	Some recording of skin characteristics. Skin cleansed, magnifier and light used, good observations of skin characteristics recorded.	Skin cleansed, magnifier and light used, good observations of skin characteristics recorded.	Skin is cleansed thoroughly, magnifier and light used, detailed observations of skin characteristics recorded
4	Provide clear recommendations to the client.	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A good treatment plan is recommended. Examples: objectives of the treatment, and products used.	A thorough treatment plan is recommended. Examples: objectives of the treatment taking into account skin type/condition, products to be used, and their specific effects; how the treatment will feel and benefits of each process.
9	Use and adapt massage techniques to meet the needs of the client	Adapts the massage to suit skin type and skin condition.	Adapts the massage to suit the skin type, skin condition, varies the rate and rhythm according to treatment objectives identified.	Adapts the massage to suit the skin type, skin condition, varies the rate and rhythm, pressure, sequence and time according to the treatment objectives identified.
10	Select and use mask product to suit client skin type and condition .	Mask is suitable for skin type and removed without causing any discomfort to the client.	Mask is suitable for skin type and condition, is applied to neck and face and removed without leaving any residue or causing discomfort to the client.	Mask is suitable for skin type and condition, applied evenly to neck and face and along the hairline, removed without leaving any residue
13	Provide suitable aftercare advice	Basic aftercare advice is provided to include possible contra-actions.	Good level of aftercare advice to include possible contra-actions, homecare products, advice on homecare routines and further treatments.	Excellent aftercare advice to include possible contra-actions, homecare products, advice on homecare routine, recommended lifestyle changes and further treatments.

Hair and Beauty

16	Communicate and behave in a professional manner	Satisfactory communication and behaviour throughout the treatment Examples: polite, friendly, positive body language, speaks clearly	Good communication and behaviour throughout the treatment Example: polite, friendly, positive body language, speaks clearly, respectful to colleagues and clients, listens and responds to client need	Excellent communication and behaviour throughout the treatment Examples: polite, friendly, positive body language, speaks clearly, respectful to colleagues and clients, listens and responds to client need, shows a reassuring and confident manner
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Assignment -209- Provide make-up treatments

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation. All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide make-up treatments		
1. Prepare yourself, the client and the work area for make-up treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a skin analysis	1	2	3
4. Provide clear recommendations to the client*	1	2	3
5. Position yourself, the client and the equipment correctly throughout the treatment	1		
6. Select and use products, tools and equipment for make-up treatments to suit treatment needs, skin type and condition*	1	2	3
7. Follow health and safety working practices	1		
8. Communicate and behave in a professional manner*	1	2	3
9. Complete the treatment to the satisfaction of the client	1	2	3
10. Record the results of the treatment correctly	1		
13. Provide suitable aftercare advice*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation

Converting marks to grades	
Grade	Mark ranges
Pass	11-13
Merit	14-18
Distinction	19-21

Hair and Beauty



209-Mark descriptors				
		1 Mark	2 Marks	3 Marks
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation carried out. Examples: closed questions used throughout, questioning covered contra-indications.	Good consultation carried out. Examples: open and closed questions, positive body language, questioning covered contraindications, general health, lifestyle and expectations.	Thorough consultation carried out. Examples: open and closed questions, positive body language, questioning covered contra-indications, general health, lifestyle and expectations, confirm understanding of treatment objectives with the client.
4	Provide clear recommendations to the client.	A basic treatment plan is recommended. Examples: objectives of the treatment identified.	A good treatment plan is recommended. Examples: objectives of the treatment identified, taking into account skin type/condition and client expectations.	A thorough treatment plan is recommended. Examples: objectives of the treatment identified taking into account skin type/condition, general health, medication, client lifestyle, expectations, occasion established, colour preferences and current use of make –up.
6	Select and use products, tools and equipment for makeup treatments to suit treatment needs, skin types and conditionsS.	Some consideration given to treatment objectives (eg occasion, lighting, skin type and conditions) and adaptation of treatment. Examples: range of products and tools used.	Consideration given to all treatment needs (eg occasion, lighting, skin type, skin condition, make-up duration) Examples: full range of products, tools and techniques used, finished make-up blended well.	Consideration given to all treatment needs (eg occasion, lighting, skin type and conditions, make-up duration) Examples: full range of products, tools and techniques used, corrective eye make-up applied and contouring techniques used, finished make-up blended well.
9	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time and the client is shown the result.	The treatment is completed within the agreed time, brought to a satisfactory close, the client is shown the result, result adapted if necessary, clients are assisted where necessary.

Hair and Beauty

11	Provide suitable aftercare advice	Basic aftercare advice is provided to include possible contra-actions.	Good level of aftercare advice to include homecare products and future treatments.	Excellent aftercare advice to include homecare products, application and removal techniques and future treatment and recommendations.
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Link to the exam board: https://www.cityandguilds.com/-/media/productdocuments/beauty_and_complementary_therapies/beauty/3003/3003_level_3/centre_documents/3003_I3_qualification_handbook_v5-4-pdf.ashx

Course title: Level 3 Certificate in Beauty Therapy 3003-35 600/2747/2

Year 13-Level 3

SMSC:

SPIRITUAL = SP "Explore beliefs & experience, respect values, discover oneself and the surrounding world, use imagination & creativity, reflect" **A SENSE OF AWE & WONDER**
MORAL = M "Recognise right and wrong, understand consequence, investigate moral and ethical issues, offer reasoned views" **CARE & VALUE THE ENVIRONMENT**
SOCIAL = SO "Use social skills in different contexts, work well with others, resolve conflict, understand how communities work" **WORKING AS PART OF A TEAM**
CULTURAL = C "Appreciate cultural influences, participate in culture opportunities, understand, accept, respect and celebrate diversity" **UNDERSTANDING DIFFERENCES**

When	WHAT & WHY WILL THEY LEARN? (SOW overview linked to assessment Objectives)	New Skill = NS Revisit = R Revision = RV	Stretch and Challenge (Differentiation – how will you stretch the most able to achieve top grades?)	CIEAG/Extension Enrichment Trips, workshops, speakers, local environment and experiences	KS4 PRIOR LEARNING How will GCSE knowledge, skills & experience across 3 schools link to and support KS5 new knowledge and skills?	SMSC
Term Plan	KNOWLEDGE & SKILLS	Assessment				

Hair and Beauty

		Objective					
Term 1 Theory	Health and safety information sheet - <ul style="list-style-type: none">when and why risk assessments should be carried out within the salonwhat needs to be considered when carrying out a risk assessmenthow the staff should be supported to maintain health and safetysalon's procedures for dealing with different types of security breachesthree types of insurance needed within the salon and their importance.	302 A	R-Recap from health and safety at level 2, adding the level 3 elements.	Template is provided for those that need it. Others will create a risk assessment identifying high/low risk.	Research in workplace environment, health and safety	Students who studied at level 1, will build on their knowledge within health and safety. Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.	Moral -Meeting deadlines.
	Promote and sell Produce a report identify five products and five services of a salon and produce a report which outlines: <ul style="list-style-type: none">the features and benefits of the products and servicesthe benefits to the salon of promoting the products and servicesthe effectiveness of how the salon advertises their products and serviceslegislation that affects the selling of the products and servicesthe requirements of salon staff in order to effectively promote the products and services. information sheet : <ul style="list-style-type: none">describe the stages in the sales processexplain how to set and agree sales targets/objectives and why this is importantexplain why it is important to review selling techniques.	304 A/B	NS	Basic to detailed information provided. Correctly identified all features and benefits of the product(s) or service(s).		Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.	Spiritual -Learning new skills and being creative in their approach. Moral - Meeting deadlines and respecting peers when working as a team in a workplace environment

Hair and Beauty

	302-ASSIGNMENT DEADLINE 16/12/21						
Term 1 practical	<p>Risk assessment -producing a report Carry out a risk assessment in the salon</p> <ul style="list-style-type: none"> Identify the necessary actions and follow them through within the limits of their own authority. Produce a brief report of actions identified and how they are to be implemented, and include a copy of the risk assessment. <p>302-RISK ASSESSMENT DEADLINE DEC 21 Indian head massage-311-information sheet importance of:</p> <ul style="list-style-type: none"> carrying out a patch test before using massage media positioning of the therapist and the client during the treatment using the correct products, tools, equipment and techniques completing treatment records correctly completing the treatment to the satisfaction of the client. <p>Produce a report- research Indian head massage and write a report:</p> <ul style="list-style-type: none"> explain three effects of Indian head massage explain seven benefits of Indian head massage describe the location and function of the seven chakras. <p>Produce a fact sheet describing: contra-indications which prevent or restrict Indian head massage, and the reasons why.</p>	<p>302-task 2</p> <p>311-A</p> <p>311-B</p>	<p>NS</p> <p>NS</p> <p>NS</p>	<p>Template is provided for those that need it. Others will create a risk assessment identifying high/low risk. Pass only criteria.</p> <p>Grade criteria is explained and the knowledge needed to achieve P/M/D</p>	<p>Students create/participate in level 3 (yr 13, promotional Christmas event).</p> <p>Risk assessment during client sessions in a realistic salon environment</p> <p>Client sessions in a realistic salon environment</p>	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p> <p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Spiritual-Learning new skills and being creative in their approach.</p> <p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment</p> <p>Cultural- appreciation of the cultural aspects of Indian head massage.</p>

Hair and Beauty

- one fungal infection that would prevent the treatment
- one bacterial infection that would prevent the treatment
- one viral infection that would prevent the treatment
- one severe skin condition
- ten contra-indications that would restrict the treatment

Anatomy and physiology

Skin/Hair explain the function of the skin and hair label the diagram:

- structure of cross section of the skin and hair describe the growth and repair cycle of the skin and hair

Cardiovascular system describe functions of the blood

- list the constituents of blood
- describe the structure and purpose of blood vessels
- label the diagram: primary vessels in the common treatment areas: head define the term blood pressure

Lymphatic system describe the structure and function of the lymphatic system

- describe the composition of lymph fluid label the diagram: major lymph nodes: head

Skeletal system label the diagram: structure of the skeleton: head, neck, upper back and arms

- describe the range of movement provided by each type of joint

Muscular system

- describe the different types of muscular tissue and indicate the typical location
- label the diagram: muscles of the head, neck, upper back and arms state the

311-C

R-from level 2 assignments, making it relevant to level 3.

311-D

R-from level 2 assignments, making it relevant to level 3.

Grade criteria is explained and the knowledge needed to achieve P/M/D

Templates can be provided.

Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.

Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.

Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment.

Hair and Beauty

	<p>action of muscles of the head, neck, upper back and arms.</p> <p>ATL-7/10/21 ATL 1-11/11/21</p>			Students can draw and illustrate the anatomy and physiology.	Client sessions in a realistic salon environment		
Term 2 theory	<p>Body massage Information sheet Explain the importance of:</p> <ul style="list-style-type: none"> carrying out a detailed postural analysis positioning of the therapist and the client during the treatment using the correct products, tools, equipment and techniques completing treatment records correctly completing the treatment to the satisfaction of the client. <p>Task 1b Produce a chart describe:</p> <ul style="list-style-type: none"> the effects of massage on the body the use of the five classical massage movements the main benefit and use of mechanical massage and pre-heat treatments. <p>Task 1c Produce a fact sheet state</p> <ul style="list-style-type: none"> the legislation that affects the provision of massage treatments and explain why <p>Task 1d Produce a fact sheet describing</p> <ul style="list-style-type: none"> contra-indications which prevent or restrict body massage, and the reasons why. 	<p>305-A</p> <p>305-B</p> <p>305-C</p> <p>305-D</p>	<p>NS</p> <p>NS</p> <p>NS</p> <p>R-from level 2 treatme</p>	<p>Carries massage movements correctly and fully with even flow showing variations in rate and rhythm according to treatment objectives, uses</p>	<p>Whittlebury hall spa-day -tour and talk- students can access the facilities and have a tour and talk on the spa therapist pathway.</p>	<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment.</p> <p>Cultural/spiritual- students are encouraged to experiment with nail art designs, creating their own ideas, using resources of their choice.</p>

Hair and Beauty

	<ul style="list-style-type: none"> • The fact sheet should include a minimum of: • one fungal infection that would prevent the treatment • one bacterial infection that would prevent the treatment • one viral infection that would prevent the treatment • one severe skin condition • ten contra-indications that would restrict the treatment <p>Anatomy and physiology</p> <p>Skin:</p> <ul style="list-style-type: none"> • explain the function of the skin • label the diagram: structure of cross section of the skin • describe the growth and repair cycle of the skin <p>Skeletal system:</p> <ul style="list-style-type: none"> • label the diagram: structure of the skeleton: • bones of the head, • bone and structure of the spine, bones of the torso, • bones of the upper limbs, • bones of the hands, • bones of the lower limbs and bones of the feet • describe the range of movement provided by each type of joint • state the types of synovial joints and their location <p>Muscular system</p> <ul style="list-style-type: none"> • Describe the different types of muscular tissue and indicate the typical location 	305-E	<p>nts-making it relent to level 3.</p> <p>R-from nail assignments at level 2</p>	appropriate pressure for the client.		<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment.</p>
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Hair and Beauty

	<ul style="list-style-type: none"> State the main functions of skeletal muscle <p>label the muscles of the</p> <ul style="list-style-type: none"> head, face neck ,shoulder, arm and hand, hip, leg and feet , thorax and abdomen <p>state the action of muscles of the:</p> <ul style="list-style-type: none"> head ,face, shoulder, arm and hand ,hip, leg and feet, thorax and abdomen <p>Cardiovascular system</p> <ul style="list-style-type: none"> describe functions of the blood list the constituents of blood describe the structure and purpose of blood vessels <p>label the diagram:</p> <ul style="list-style-type: none"> primary vessels in the common treatment areas:head and body define the term blood pressure <p>Lymphatic system</p> <ul style="list-style-type: none"> describe the structure and function of the lymphatic system describe the composition of lymph fluid label the diagram: major lymph nodes: head, neck and body <p>Nervous system</p> <ul style="list-style-type: none"> describe the structure of the nervous system: central, peripheral and autonomic 	<p>305-E</p>	<p>NS</p>	<p>Templates can be provided. Students can draw and illustrate the anatomy and physiology.</p>		<p>Literacy, IT, research skills and presentation of work, gained during KS4 will assist them with their task.</p>	<p>Moral- Meeting deadlines and respecting peers when working as a team in a workplace environment.</p>
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Hair and Beauty

- Urinary describe the structure and function of the urinary system: kidneys, ureters, bladder, urethra
- Digestive system briefly describe the process of digestion
- Endocrine system describe the function of the endocrine system: label the diagram: location of the following glands: pituitary, pineal, thyroid, parathyroid, thymus, adrenals, pancreas (islets of langerhans) and gonads.

304-DEADLINE (T)16/01/22

311-DEADLINE (T) 14/01/22

305-DEADLINE (T) 23/03/22

ATL 2- 24/02/22

305-E

NS

Templates can be provided. Students can draw and illustrate the anatomy and physiology.

**Term
2
practical**

Task 2 -304

Practical observation Candidates are required to be observed carrying out the following promoting/selling activities:

- new products/services to the client
 - products/services already used by clients
- After each observation candidates are required to review with the assessor the effectiveness of the selling techniques used.

311-task 2

The final observation should be undertaken when the candidates have completed Indian head massage treatments for two clients on two occasions.

304-2

**R-
NS-**

Uses suitable open and/or closed questions and listening techniques, positive body language (eye contact and facial expression), is polite to the client, uses visual aids and client records

Client sessions in a realistic salon environment

Communication skills taught at KS4, will help assist students with this task.

Mathematical skills learnt at KS4 will help within ratios, measurement and taking payments during client sessions.

Moral-Listen and respond to peers. Client and teachers constructive feedback, improving as a result.

Social- Help peers in the workplace setting.

Spiritual-showing their interest and enjoyment,

311-2

**R-From
formativ
e
assessm
ents**

Hair and Beauty

	<p>Each observation should be accompanied by a treatment plan which should include the following information:</p> <ul style="list-style-type: none">• client's history• , lifestyle factors that may influence the treatments, and client expectations• products selected to suit client's skin type and condition• massage techniques that were selected and adapted to suit the area of the body being treated• contra-actions that may occur during and following treatment and how to respond. <p>304-DEADLINE (P) 16/01/22 311-DEADLINE (P) 14/01/22</p>		carried out in term 1.	(where applicable), adapts the terminology to client's level of understanding and tone of voice to encourage the client to buy, presents a confident manner.			planning and creating their promotional event.
Term 3	<p>305-DEADLINE (P) 23/03/22</p> <p>Task 2 The final observation should be undertaken when the candidates have completed a minimum of four body massage treatments to meet four of the following objectives:</p> <ul style="list-style-type: none">• relaxation• stimulation• invigoration• sedation• assist in weight reduction.• Mechanical massage and infra-red must each be carried out at least once.• One of the four massage treatments must be carried out on a client over the age of 55. <p>Each observation should be accompanied by a treatment plan which should include the following information:</p> <ul style="list-style-type: none">• client's history and lifestyle factors that may influence the treatment, including client expectations	305-2	R-From formative assessments carried out in term 2.	Basic to detailed analysis, identifies client's posture and any figure faults, body type, and skin type and condition (ie soft fat, hard fat, cellulite), records findings.	Client sessions in a realistic salon environment	Mathematical skills learnt at KS4 will help within ratios, measurement and taking payments during client sessions.	<p>Moral-Listen and respond to peers. Client and teachers constructive feedback, improving as a result.</p> <p>Social- Help peers in the workplace setting</p> <p>Spiritual-showing their interest and enjoyment whilst carrying out body massage.</p> <p>Cultural- appreciation of the</p>

Hair and Beauty

- findings of the postural diagnosis, including any postural faults
- products selected to suit client's skin type and condition
- massage techniques that were selected and adapted to suit the area of the body being treated
- contra-actions that may occur during and following treatment and how to respond

For the final observation the candidates will be assessed carrying out one body massage treatment.

ATL 3-16/11/22

Client sessions in a realistic salon environment

history and benefits of massage therapy.

Hair and Beauty

Assignment 304- Promote and sell products and services to the client

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation.

All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Promote and sell					
	A- New products and/or services			B- Products and/or services already used by client		
1. Establish client's requirements	1			1		
2. Identify products and/or services to meet the requirements of the client*	1	2	3	1	2	3
3. Use effective communication techniques*	1	2	3	1	2	3
4. Introduce services and/or products to the client	1			1		
5. Give accurate and relevant information to ensure realistic client's expectations*	1	2	3	1	2	3
6. Identify buying signals and interpret the client's intentions correctly*	1	2	3	1	2	3
7. Close the sale	1			1		
Total						
Grade						
Candidate signature and date						
Assessor signature and date						

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation.

Converting marks to grades	
Grade	Mark ranges
Pass	7-8
Merit	9-12
Distinction	13-15

Hair and Beauty



Mark descriptors -Promote and sell

		1	2	3
2	Identify products and/or services to meet the requirements of the client	Correctly identified the main feature and benefit of the product(s) or service(s).	Correctly identified two main features and benefits of the product(s) or service(s).	Correctly identified all features and benefits of the product(s) or service(s).
3	Use effective communication techniques	Uses suitable open and/or closed questions and listening techniques.	Uses suitable open and/or closed questions and listening techniques, positive body language (eye contact and facial expression) and is polite to the client.	Uses suitable open and/or closed questions and listening techniques, positive body language (eye contact and facial expression), is polite to the client, uses visual aids and client records (where applicable), adapts the terminology to client's level of understanding and tone of voice to encourage the client to buy, presents a confident manner.
5	Give accurate and relevant information to ensure realistic client's expectations	Gives basic information and advice Example: describes the main feature or use of the suitable product or service and how it can benefit the client.	Gives good information and advice Example: describes two main features or uses of suitable product or service and how each can benefit the client.	Detailed information and advice given Example: describes two main features and uses of suitable product or service with clear relevant links made to the clients own needs and requirements, ensure client understanding by inviting questions.
6	Identify buying signals and interpret the client's intentions correctly	Main buying signal and client's intentions are identified correctly. Example: verbal clue (eg the client asks about/comments on the product/service).	Two buying signals and client's intentions are identified correctly. Example: two clues (eg the client asks about/comments on the product/service, body language, handling the product).	Four or more buying signals and client's intentions are identified correctly. Example: clues (eg the client asks about/comments on the product/service, body language, handling the product, client talking as though product is already theirs, or about future treatments).

Hair and Beauty



Assignment 311-Provide Indian Head massage

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation.

All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide Indian Head massage treatments		
1. Prepare yourself, the client and the work area for Indian head massage	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Provide clear recommendations to the client*	1	2	3
4. Position yourself and the client correctly throughout the treatment	1		
5. Follow health and safety working practices	1		
6. Communicate and behave in a professional manner	1		
7. Select and use products to suit clients treatment needs, skin and hair conditions*	1	2	3
8. Use and adapt massage techniques to meet the needs of the client*	1	2	3
9. Complete the treatment to the satisfaction of the client*	1	2	3
10. Record and evaluate the results of the treatment	1		
11. Provide suitable aftercare advice*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation.

Converting marks to grades	
Grade	Mark ranges
Pass	11-13
Merit	14-19
Distinction	20-23

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Indian head massage- Mark descriptors				
		1	2	3
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation Example: uses open and closed questions, checks for contraindications, identifies the treatment objectives correctly.	Good consultation Example: positive body language, uses open and closed questions to identify contra-indications, general health, lifestyle and expectations; identifies the treatment objectives and any factors that may limit or restrict the treatment.	Thorough consultation Example: positive body language , uses open and closed questions to identify contra-indications, general health, lifestyle and expectations, how client feels about their body and what improvement they would like to achieve; identifies the treatment objectives and any factors that may limit or restrict the treatment, allows the client to ask any questions to confirm understanding.
3	Provide clear recommendations to the client	A basic treatment plan is recommended Example: explains treatment procedure and any adaptations to meet client treatment needs.	A good treatment plan is recommended Example: explains treatment procedure and any adaptations to meet client treatment needs based on factors identified during consultation (lifestyle, medication (if any), contra-indications, hair and skin conditions), a choice of products to be used.	A thorough treatment plan is recommended. Example: explains treatment procedure and any adaptations to meet client treatment needs based on factors identified during consultation (lifestyle, medication(if any), contra-indications, hair and skin conditions), a choice of products to be used, adaptation of massage movements to suit client treatment needs, allows the client to ask questions about the treatment plan.
7	Select and use products to suit treatment needs, skin type and conditions	Select appropriate massage media to suit client's skin and hair conditions.	Selected appropriate massage media to suit client's skin and hair conditions taking into account client preference.	Selected appropriate massage media to suit client's skin and hair conditions taking into account client preference, lifestyle, general health and treatment objectives.
8	Use and adapt massage techniques to meet the needs of the client	Adapts the massage routine to suit client treatment objectives. Uses a variety of movements, movements are even and flowing, uses appropriate pressure for the client	Adapts the massage routine to suit client treatment objectives, skin and hair conditions Carries out massage movements correctly and fully with even flow showing variations in rate and rhythm according to treatment objectives, uses appropriate pressure for the client	Adapts the massage routine to suit client treatment objectives, skin and hair conditions taking into account all factors The whole routine flows throughout, uses appropriate pressure for the client, checks the client's comfort and wellbeing at appropriate times.
9	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time, brought to a satisfactory close, and feedback is gained from the client.	The treatment is completed within the agreed time, brought to a satisfactory close, feedback is gained from the client, and is allowed sufficient time to get dressed and provided with tools (eg comb and mirror) to neaten the hair.

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11	Provide suitable aftercare advice	Basic aftercare advice Example: how to deal with possible contra-actions, product(s) to use, importance of rest and relaxation, future treatments needs.	Good level of aftercare advice Example: how to deal with possible contra actions, product(s) to use, importance of rest and relaxation, specific lifestyle advice (ie dealing with stress, fluid intake, healthy eating), future treatment needs.	Excellent aftercare advice Example: how to deal with possible contra actions, product(s) to use, importance of rest and relaxation, specific lifestyle advice (ie dealing with stress, fluid intake, healthy eating), advice to improve postural awareness, recommends future treatment programme (regular Indian head massage, introduction of new/alternative treatments).
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Assignment 305-Provide body massage

Task 2 – Practical observation checklist

Candidates are not permitted to use the checklist to work from when completing the practical tasks, but may familiarise themselves with it prior to the observation.

All criteria must be achieved, and the criteria indicated with * can be awarded points based on the descriptors in the table.

	Provide body massage treatments		
1. Prepare yourself, client and work area for body massage treatment	1		
2. Use suitable consultation techniques to identify treatment objectives*	1	2	3
3. Carry out a body analysis*	1	2	3
4. Advise the client how to prepare for the treatment	1		
5. Provide clear recommendations to the client*	1	2	3
6. Position yourself and the client correctly throughout the treatment	1		
7. Follow health and safety working practices	1		
8. Communicate and behave in a professional manner	1		
9. Apply and use massage medium to suit client's skin type and conditions	1		
10. Use and adapt massage techniques correctly to suit client treatment needs*	1	2	3
11. Complete the treatment to the satisfaction of the client*	1	2	3
12. Record and evaluate the results of the treatment	1		
13. Provide suitable aftercare advice*	1	2	3
Total			
Grade			
Candidate signature and date			
Assessor signature and date			

The marks for each observation should be totalled and the conversion chart used to determine the grade for each observation.

Converting marks to grades	
Grade	Mark ranges

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Pass	13-15
Merit	16-21
Distinction	22-25

Body massage- Mark descriptors				
		1	2	3
2	Use suitable consultation techniques to identify treatment objectives	Basic consultation Example: uses open and closed questions, checks for contraindications, identifies the treatment objectives correctly.	Good consultation Example: positive body language, uses open and closed questions to identify contra-indications, general health, lifestyle and expectations; identifies the treatment objectives and any factors that may limit or restrict the treatment.	Thorough consultation Example: positive body language , uses open and closed questions to identify contra-indications, general health, lifestyle and expectations, how client feels about their body and what improvement they would like to achieve; identifies the treatment objectives and any factors that may limit or restrict the treatment, allows the client to ask any questions to confirm understanding.
3	Carry out a body analysis	Carries out a basic analysis, identifies client's posture, records findings.	Carries out a good analysis, identifies client's posture and any figure faults, body and skin type, records findings.	Carries out a detailed analysis, identifies client's posture and any figure faults, body type, and skin type and condition (ie soft fat, hard fat, cellulite), records findings
5	Provide clear recommendations to the client	A basic treatment plan is recommended Example: explains treatment procedure and any adaptations to meet client treatment needs.	A good treatment plan is recommended Example: explains treatment procedure and any adaptations to meet client treatment needs based on factors identified during consultation (lifestyle, medication (if any), contra-indications, hair and skin conditions), a choice of products to be used.	A thorough treatment plan is recommended. Example: explains treatment procedure and any adaptations to meet client treatment needs based on factors identified during consultation (lifestyle, medication(if any), contra-indications, hair and skin conditions), a choice of products to be used, adaptation of massage movements to suit client treatment needs, allows the client to ask questions about the treatment plan.
10	Use and adapt massage techniques correctly to suit client treatment needs	Adapts the massage routine to suit client treatment objectives. Uses a variety of movements, movements are even and flowing, uses appropriate pressure for the client.	Adapts the massage routine to suit client treatment objectives, muscle and fat type. Carries out massage movements correctly and fully with even flow showing variations in rate and rhythm according to treatment objectives, uses appropriate pressure for the client.	Adapts the massage routine to suit client treatment objectives, muscle and fat type taking into account findings of the postural diagnosis. The whole routine flows throughout, uses appropriate pressure for the client, checks the client's comfort and wellbeing at appropriate times
11	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time, brought to a satisfactory close, excess massage medium is removed from the skin correctly.	The treatment is completed within the agreed time, brought to a satisfactory close, excess massage medium is removed from the skin correctly, the client is asked for feedback and is allowed sufficient time to get dressed.
9	Complete the treatment to the satisfaction of the client	The treatment is completed within the agreed time and brought to a satisfactory close.	The treatment is completed within the agreed time, brought to a satisfactory close, and feedback is gained from the client.	The treatment is completed within the agreed time, brought to a satisfactory close, feedback is gained from the client, and is allowed sufficient time to get

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				dressed and provided with tools (eg comb and mirror) to neaten the hair.
11	Provide suitable aftercare advice	Basic aftercare advice Example: how to deal with possible contra-actions, product(s) to use, importance of rest and relaxation, future treatments needs.	Good level of aftercare advice Example: how to deal with possible contra actions, product(s) to use, importance of rest and relaxation, specific lifestyle advice (ie dealing with stress, fluid intake, healthy eating), future treatment needs.	Excellent aftercare advice Example: how to deal with possible contra actions, product(s) to use, importance of rest and relaxation, specific lifestyle advice (ie dealing with stress, fluid intake, healthy eating), advice to improve postural awareness, recommends future treatment programme (regular Indian head massage, introduction of new/alternative treatments).