

apprenticeship FRAMEWORK

Hairdressing (Wales)

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Hairdressing (Wales)

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Framework summary

Hairdressing

Foundation Apprenticeship in Hairdressing

Pathways for this framework at level 2 include:

Pathway 1: Hairdressing

Competence qualifications available to this pathway:

N/A

Knowledge qualifications available to this pathway:

N/A

Combined qualifications available to this pathway:

B1 - Level 2 NVQ Diploma in Hairdressing

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Hairdressing

Apprenticeship in Hairdressing

Pathways for this framework at level 3 include:

Pathway 1: Hairdressing

Competence qualifications available to this pathway:

N/A

Knowledge qualifications available to this pathway:

N/A

Combined qualifications available to this pathway:

B1 - Level 3 NVQ Diploma in Hairdressing

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Framework information

Information on the Publishing Authority for this framework:

SkillsActive

The Apprenticeship sector for occupations in sports coaching, active leisure, hairdressing and beauty (also includes fitness, stewarding, outdoors, playwork and sporting excellence).

Issue number: 3	This framework includes:
Framework ID: FR03429	Level 2 Level 3
Date this framework is to be reviewed by: 31/12/2017	This framework is for use in: Wales

Short description

There are two levels of Apprenticeship contained in this framework:

Foundation Apprenticeship

- usually takes 24 months to complete. A Learner may work as a junior stylist

Apprenticeship

- usually takes 24 months to complete. A learner may work as a hairdresser or stylist

Careers may take place in a variety of locations including salons, spas, hospitals, care homes, prisons, department stores, hotels, airlines and holiday resorts as well as working freelance.

Contact information

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Habia

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Revising a framework

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Why this framework is being revised

To update the framework with new qualification details following review of the Hairdressing and Barbering National Occupational Standards and subsequent Hairdressing qualifications review.

Summary of changes made to this framework

A number of pathways at Intermediate and Advanced level have been removed as the qualifications have been combined in to a single Hairdressing qualification. Old qualifications have been removed and replaced by revised qualifications. Other minor edits have been made to various sections of the framework to reflect current best practice and changes as a result of removing pathways.

Qualifications removed

The following qualifications have been removed from the framework:

Level 2

- 500/6355/8 City & Guilds Level 2 NVQ Diploma in Hairdressing
- 500/7924/4 Edexcel Level 2 NVQ Diploma in Hairdressing
- 500/7572/X ITEC Level 2 NVQ Diploma in Hairdressing
- 500/7357/6 VTCT Level 2 NVQ Diploma in Hairdressing
- 500/9107/4 EDI Level 2 NVQ Diploma in Hairdressing
- 500/6509/9 City & Guilds Level 2 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/9064/1 Edexcel Level 2 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7626/7 ITEC Level 2 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7358/8 VTCT Level 2 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7678/4 ITEC Level 2 NVQ Diploma in Chemically Treated African Type Hair
- 500/7353/9 VTCT Level 2 NVQ Diploma in Chemically Treated African Type Hair
- 500/7681/4 ITEC Level 2 NVQ Diploma in Treating Natural African Type Hair

- 500/7351/5 VTCT Level 2 NVQ Diploma in Treating Natural African Type Hair

Level 3

- 500/6573/7 City & Guilds Level 3 NVQ Diploma in Hairdressing
- 500/7978/5 Edexcel Level 3 NVQ Diploma in Hairdressing
- 500/7677/2 ITEC Level 3 NVQ Diploma in Hairdressing
- 500/7389/8 VTCT Level 3 NVQ Diploma in Hairdressing
- 501/1361/6 EDI Level 3 NVQ Diploma in Hairdressing
- 500/7939/6 City & Guilds Level 3 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/9502/X Edexcel Level 3 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7798/3 ITEC Level 3 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7387/4 VTCT Level 3 NVQ Diploma in Hairdressing (Combined Hair Types)
- 500/7796/X ITEC Level 3 NVQ Diploma in Chemically Treated African Type Hair
- 500/7391/6 VTCT Level 3 NVQ Diploma in Chemically Treated African Type Hair
- 500/7868/9 ITEC Level 3 NVQ Diploma in Treating Natural African Type Hair
- 500/7390/4 VTCT Level 3 NVQ Diploma in Treating Natural African Type Hair

Qualifications added

The following qualifications have been added as replacements for those removed:

Level 2

- 601/5696/X City & Guilds Level 2 NVQ Diploma in Hairdressing
- 601/5795/1 ITEC Level 2 NVQ Diploma in Hairdressing
- 601/5886/4 VTCT Level 2 NVQ Diploma in Hairdressing

Level 3

- 601/5697/1 City & Guilds Level 3 NVQ Diploma in Hairdressing
- 601/5798/7 ITEC Level 3 NVQ Diploma in Hairdressing
- 601/5889/X VTCT Level 3 NVQ Diploma in Hairdressing

Qualifications that have been extended

N/A

Purpose of this framework

Summary of the purpose of the framework

This framework provides a nationally agreed apprenticeship framework for a work based learning route into employment for the hairdressing industry, using qualifications that combine both skills and knowledge. Apprenticeships are the traditional way of training hairdressers.

In the UK there are over 35,700 hairdressing salons (3,000 of which are based in Wales) employing 200,000 people. There is a variety of salon types. All salons offer cutting, styling and chemical services. Some salons offer services to both ladies and men. Some salons specialise in hairdressing for African type hair. Because of the growth in the number of salons which offer services for African type hair (there are now over 300 salons that specialise in this type of hairdressing), separate National Occupational Standards for African type Hairdressing were approved in 2006. The resulting qualification units are available on the QCF. This means that there is a pathway for those who wish to work on this type of hair through the apprenticeships described in this framework. In common with most sectors dominated by small and micro-businesses, there is a relatively high turnover of staff in the hairdressing industry. The Skills Foresight Report for 2007 indicates that the annual staff turnover for the hairdressing industry is 29%. The female dominated aspect and the young age profile (83% aged under 26) of the workforce inevitably means that women leave the industry to start a family. However, most return to the sector aged between 35-44. In addition to this, a high number of people leave to become self employed and open their own businesses. Therefore, new apprentices are always required for new businesses, for staff replacement and for succession planning purposes.

Learners completing an apprenticeship will undertake roles such as:

- Junior Hairdresser/Stylist (Foundation Apprenticeship)
- Hairdresser or Stylist (Apprenticeship)

Careers may take place in a variety of locations including hairdressing salons, spas, hospitals, care homes, prisons, department stores, hotels, airlines and holiday resorts.

Aims and objectives of this framework (Wales)

AIM

To provide a nationally agreed apprenticeship framework for a work based learning route into employment in the industry using qualifications that combine both skills and knowledge which are based on the latest research with employers. There are over 35,700 hairdressing salons in the UK (3,000 based in Wales) employing about 200,000 people.

OBJECTIVES

- To provide a structured learning programme that meets the needs of employers and employees.
- To provide learners with the skills needed to be a professional hairdresser, able to offer a wide range of treatments to clients, with a clear understanding of how their performance is directly related to the success of the business and their own remuneration.
- To increase the level of employer involvement in training and development of staff in readiness for a fall in the number of school leavers which will create the need to recruit from older age groups.

More information about sector priorities can be found on the Habia website at www.habia.org under 'Reports and Statistics' and under 'Training and Skills – Sector Qualifications Strategy.'

This framework will contribute to the priorities of the Welsh Assembly Government set out in Skills That Work for Wales (2008) in particular:

Preparing Young People for the Future by:

- Developing a combination of technical occupational skills and generic work related skills.
- Providing a pathway from school and the Welsh Baccalaureate to employment.
- Requiring apprentices to obtain an understanding of the sector and its career pathways so that they can make informed choices about their future.

Investing in Apprenticeships by:

- Providing a comprehensive suite of apprenticeship frameworks, of which this is one, covering all of the main occupations in the hair and beauty sector, some with a tradition of entry via apprenticeships, such as hairdressing, and some that do not, such as beauty and spa.
- Providing a framework that meets the requirements of the Specification of Apprenticeship Standards for Wales, that can integrate with the Welsh Baccalaureate and help end the separation between vocational and academic qualifications.
- Supporting the implementation of new QCF qualifications included in the framework.

Getting the basics right by:

- Supporting learners, who have not achieved basic skills during their schooling to obtain literacy, numeracy and ICT skills with Essential Skills Wales accreditation. This will help reduce the 25% of adults in Wales who do not have Level 1 literacy skills and the 53% who do not have Level 1 numeracy skills.

Entry conditions for this framework

There are no nationally agreed minimum entry or previous experience requirements for this framework but the following selection criteria may be used as guidance.

Because the industry has high client expectations and relies on repeat business importance is given to:

- Appropriate personal presentation including clothing, hair and personal hygiene.
- Practical, organisational and social skills.
- Attention to detail and cleanliness.
- A good sense of humour/amicable nature and communication skills whether dealing face to face with clients or speaking on the telephone.
- Willingness to work flexible hours/days as agreed in the employment contract.
- A high degree of dexterity and coordination.
- Potential apprentices with a predisposition to certain skin conditions or allergies, such as occupational dermatitis, eczema or asthma, need to understand that some of the chemicals, liquids and aerosols used in hairdressing may have significant effects on their health.
- Colour blindness would restrict opportunities in the wide use of artificial colouring products and services in the industry. Units relating to colouring hair require the ability to recognise very subtle tones, shades and changes in a range of colours to ensure the safe and effective use of the chemicals used on hair.

Apprentices must always be interviewed by their potential employer and learning provider. They may deem enthusiasm and passion for the subject to be more important than formal qualifications. It is for this reason that the Hair and Beauty Sector has chosen not to be overly prescriptive about entry requirements.

The learning provider and employer are advised to use a range of initial assessment techniques to identify any support needs for the Apprentice from the start of the Apprenticeship. This will ensure that those who begin, have the potential to complete the programme. It is advantageous to have had previous experience of working within the barbering or hairdressing industry.

Entry to the hairdressing framework is usually at Foundation Apprenticeship level with progression to Apprenticeship level. In circumstances where previous qualifications or experience have been gained, it is possible to enter at Apprenticeship level.

The on and off the job training elements of this framework must either have been received:

- Whilst working under an apprenticeship agreement.

or

- During the five years previous to and ending on the date of application for an apprenticeship certificate.

Level 2

Title for this framework at level 2

Foundation Apprenticeship in Hairdressing

Pathways for this framework at level 2

Pathway 1: Hairdressing

Level 2, Pathway 1: Hairdressing

Description of this pathway

This pathway develops skills to foundation level and employment as a Junior Stylist.

The minimum number of credits required for completion of this pathway is 82 credits made up of the following components of the framework:

- Level 2 NVQ Diploma in Hairdressing = 64 credits
- Level 1 Essential Skills Wales Communication = 6 credits
- Level 1 Essential Skills Wales Application of Number = 6 credits
- Level 1 Essential Skills Wales IT = 6 credits

Entry requirements for this pathway in addition to the framework entry requirements

These requirements should be read in conjunction with the entry conditions which can be found earlier in this document.

Further guidance on entry requirements can be found on the Habia apprenticeships website at <http://www.habia.org/apprenticeships>.

It is advantageous to have three GCSEs Grade D or above in English and/or Welsh, Maths, Science or Art

Job title(s)	Job role(s)
Junior Stylist	Carrying out treatments including basic cutting, styling, drying and finishing.

Qualifications

Competence qualifications available to this pathway

N/A

Knowledge qualifications available to this pathway

N/A

Combined qualifications available to this pathway

B1 - Level 2 NVQ Diploma in Hairdressing					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
B1a	601/5696/X	City & Guilds	64	561	N/A
B1b	601/5795/1	ITEC	64	561	N/A
B1c	601/5886/4	VTCT	64	561	N/A

Relationship between competence and knowledge qualifications

LEGAL REQUIREMENT

An Foundation Apprenticeship framework must identify:

- An integrated qualification at Level 2 which combines competence and technical knowledge elements in which each element is separately assessed and in which each element carries at least 10 credits on the QCF.

The information below refers to the combined qualifications listed in B1 Level 2 NVQ Diploma in Hairdressing (B1a, B1b and B1c) and will ensure that the qualification carries 10 credits for each element.

To achieve the full qualification candidates must complete 7 mandatory units totalling 55 credits and optional units to a minimum of 9 credits in order to give an overall total of 64 credits. The credit split between knowledge and competence is shown in the structure below:

MANDATORY UNITS

- CH1 Style and Finish Hair 6 Credits (knowledge 3 competence 3)
- CH2 Set and dress hair 7 Credits (knowledge 4 competence 3)
- CH3 Cut hair using basic techniques 12 Credits (knowledge 5 competence 7)
- CH4 Colour and lighten hair 14 Credits (knowledge 9 competence 5)
- CHB9 Advise and consult with clients 8 Credits (knowledge 5 competence 3)
- CHB11 Shampoo, condition and treat the hair and scalp 5 Credits (knowledge 2 competence 3)
- CHB12 Develop and maintain your effectiveness at work 3 Credits (knowledge 1

competence 2)

OPTIONAL UNITS

- AH2 Relax hair 9 Credits (Knowledge 5 competence 4)
- CH5 Perm and neutralise hair 10 Credits (knowledge 5 competence 5)
- CH6 Plait and twist hair 5 Credits (knowledge 3 competence 2)
- CH7 Temporarily attach hair to enhance a style 3 Credits (knowledge 1 competence 2)
- CHB8 Remove hair extensions 5 Credits (knowledge 2 competence 3)
- CHB13 Fulfil salon reception duties 6 Credits (knowledge 2 competence 4)

And either;

- CB2 Cut men's hair using basic techniques 12 Credits (knowledge 5 competence 7)*
(offered by C&G and ITEC)

Or

- CB2 Cut men's hairstyles 6 Credits (knowledge 2 competence 4) (offered by VTCT)

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	Level 1	6
Application of numbers	Level 1	6
IT	Level 1	6

Progression routes into and from this pathway

Progression into:

- From a preparation for work, non-competency based qualification in hairdressing or barbering.
- From the Foundation or Intermediate Level Welsh Baccalaureate Principal Learning in Hair and Beauty Studies.
- Following a Level 1 Hairdressing or Barbering programme.
- Direct entry from school or college.
- Direct entry from another occupation.

Progression from:

- To the Advanced Level Welsh Baccalaureate Principal Learning in Hair and Beauty Studies.
- To the Level 3 Hairdressing or Barbering Apprenticeship.
- Into employment as a junior stylist or other job role within hairdressing related industries.

Employee rights and responsibilities

In the Hair and Beauty sector evidence of delivery of Employee Rights and Responsibilities (ERR) is a mandatory required for a framework completion certificate.

This may be evidenced either through:

- an appropriate Awarding Organisation ERR qualification. Four qualifications have been approved and accredited to date, these are;
 1. Edexcel Level 2 Award in WorkSkills for Effective Learning and Employment 501/1793/2
 2. VTCT Level 2 Award in Employment Awareness in the Hair and Beauty Sector 600/1762/4
 3. City and Guilds Level 2 Award in Employment and Personal Learning at Work 600/2831/2
 4. ITEC Level 2 Award in Employment Awareness in the Hair and Beauty Sector 600/2308/9
- an in house system, such as a workbook, portfolio or online system, that meets the minimum evidence requirements, or
- an externally provided system, such as a workbook, portfolio or online system that meets the minimum evidence requirements
- Habia's ERR workbook.

The evidence requirement to demonstrate satisfactory completion of the ERR is:

- a completion certificate from an Awarding Organisation, or
- for an in house or externally provided system, completion of the Apprentice Declaration & Authorisation Form is required. It is not necessary to send the workbook or portfolio at certification, though this should be retained by the provider for audit purposes.

Apprenticeship Certificates are claimed through Apprenticeship Certificates Wales (ACW). For further information about certification requirements visit: acwcerts.co.uk/web/

The course of training in ERR must align to the nine national outcomes which are set out in the Specification of Apprenticeship Standards for Wales (SASW).

Health and Safety is embedded within the technical units in the NVQ Diploma. The other requirements will be covered primarily at induction, with the remaining aspects delivered at appropriate times during the Apprenticeship programme.

Level 3

Title for this framework at level 3

Apprenticeship in Hairdressing

Pathways for this framework at level 3

Pathway 1: Hairdressing

Level 3, Pathway 1: Hairdressing

Description of this pathway

The Level 3 NVQ Diploma in Hairdressing will allow the junior stylist to advance their creative and business skills.

The minimum number of credits required for completion of this pathway is 86 credit made up of the following components of the framework:

- Level 3 NVQ Diploma in Hairdressing = 68 credits
- Level 2 Essential Skills Wales Communication = 6 credits
- Level 2 Essential Skills Wales Application of Number = 6 credits
- Level 1 Essential Skills Wales IT = 6 credits

Entry requirements for this pathway in addition to the framework entry requirements

These requirements should be read in conjunction with the entry conditions which can be found earlier in this document.

Further guidance on entry requirements can be found on the Habia apprenticeships website at <http://www.habia.org/apprenticeships/>. It is advantageous to have three GCSEs at Grade C in English and/or Welsh, Maths, Science or Art.

Job title(s)	Job role(s)
Stylist or Hairdresser	Carrying out treatments including creatively cutting hair, colouring hair, colour correction, creatively styling and dressing hair, creating a variety of permed looks and providing hair extension services.

Qualifications

Competence qualifications available to this pathway

N/A

Knowledge qualifications available to this pathway

N/A

Combined qualifications available to this pathway

B1 - Level 3 NVQ Diploma in Hairdressing					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
B1a	601/5697/1	City & Guilds	68	541	N/A
B1b	601/5798/7	ITEC	68	541	N/A
B1c	601/5889/X	VTCT	68	541	N/A

Relationship between competence and knowledge qualifications

LEGAL REQUIREMENT

An Apprenticeship framework must identify:

- An integrated qualification at Level 3 which combines competence and technical knowledge elements in which each element is separately assessed and in which each element carries at least ten credits on the QCF.

The information below refers to the combined qualifications listed in B1 Level 3 NVQ Diploma in Hairdressing (B1a, B1b and B1c) and will ensure that the qualification carries 10 credits for each element.

To achieve the full qualification, candidates must complete 4 mandatory units totalling 43 credits and optional units to a minimum of 25 credits in order to give an overall total of 68 credits.

MANDATORY UNITS

- CH8 Creatively style and dress hair 7 Credits (knowledge 3 competence 4)
- CH9 Creatively cut hair using a combination of techniques 14 Credits (knowledge 6 competence 8)
- CH10 Creatively colour and lighten hair 14 Credits (knowledge 9 competence 5)
- CHB14 Provide client consultation services 8 Credits (knowledge 5 competence 3)

OPTIONAL UNITS

- AH7 Provide a variety of relaxing services 9 Credits (knowledge 4 competence 5)
- CH11 Hair colour correction services 15 Credits (knowledge 8 competence 7)
- CH12 Provide creative hair extension services 8 Credits (knowledge 3 competence 5)
- CH13 Create a variety of permed effects 10 credits (knowledge 5 competence 5)
- CHB15 Develop, enhance and evaluate your creative hairdressing skills 9 Credits (knowledge 5 competence 4)
- CHB16 Provide specialist hair and scalp treatments 12 Credits (knowledge 8 competence 4)
- CHB17 Contribute to the planning and implementation of promotional activities 10 Credits (knowledge 7 competence 3)
- CHB18 Contribute to the financial effectiveness of the business 7 Credits (knowledge 3 competence 4)
- CHB13 Fulfil salon reception duties 6 Credits (knowledge 2 competence 4)

And either;

- CB2 Cut men's hair using basic techniques 12 Credits (knowledge 5 competence 7)* (offered by C&G and ITEC)

Or

- CB2 Cut men's hairstyles 6 Credits (knowledge 2 competence 4) (offered by VTCT)

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	Level 2	6
Application of numbers	Level 2	6
IT	Level 1	6

Progression routes into and from this pathway

Routes into:

- From a preparation for work, non-competency based qualification in hairdressing.
- From the Advanced Level Welsh Baccalaureate qualification Principal Learning in Hair and Beauty Studies.
- Following the completion of Level 2 qualification in Hairdressing via either an apprenticeship or full time college based programme.

Routes from:

- Into employment as a hairdresser or other job roles in the hairdressing related industries.
- Into higher education such as a Foundation degree in Hairdressing and Salon Management or other programmes.

UCAS points for this pathway: Currently under review

Employee rights and responsibilities

In the Hair and Beauty sector evidence of delivery of Employee Rights and Responsibilities (ERR) is a mandatory required for a framework completion certificate.

This may be evidenced either through:

- an appropriate Awarding Organisation ERR qualification. Four qualifications have been approved and accredited to date, these are;
 1. Edexcel Level 2 Award in WorkSkills for Effective Learning and Employment 501/1793/2
 2. VTCT Level 2 Award in Employment Awareness in the Hair and Beauty Sector 600/1762/4
 3. City and Guilds Level 2 Award in Employment and Personal Learning at Work 600/2831/2
 4. ITEC Level 2 Award in Employment Awareness in the Hair and Beauty Sector 600/2308/9
- an in house system, such as a workbook, portfolio or online system, that meets the minimum evidence requirements, or
- an externally provided system, such as a workbook, portfolio or online system that meets the minimum evidence requirements
- Habia's ERR workbook.

The evidence requirement to demonstrate satisfactory completion of the ERR is:

- a completion certificate from an Awarding Organisation, or
- for an in house or externally provided system, completion of the Apprentice Declaration & Authorisation Form is required. It is not necessary to send the workbook or portfolio at certification, though this should be retained by the provider for audit purposes.

Apprenticeship Certificates are claimed through Apprenticeship Certificates Wales (ACW). For further information about certification requirements visit: acwcerts.co.uk/web/

The course of training in ERR must align to the nine national outcomes which are set out in the Specification of Apprenticeship Standards for Wales (SASW).

Health and Safety is embedded within the technical units in the NVQ Diploma. The other requirements will be covered primarily at induction, with the remaining aspects delivered at appropriate times during the Apprenticeship programme.

The remaining sections apply to all levels and pathways within this framework.

How equality and diversity will be met

The Hairdressing Apprenticeship will promote diversity, opportunity and inclusion by offering high quality learning.

Delivery of the Apprenticeship Framework must be in an environment free from prejudice and discrimination where all learners can contribute without fear of persecution or bullying.

There must be no overt or covert discriminatory practices in selection and recruitment of Apprentices to the programme. The programme is available to all people, regardless of gender, ethnic origin, religion, belief, sexual orientation or disability who meet the standard selection criteria.

Issues:

- Limited availability of teaching and assessment of specific African type hair skills.

Barriers:

- Stereotyping still exists in the hair and beauty sector, which can limit the number of applications from young males.
- Specialist African Caribbean hair salons tend to be located within a small number of cities across the UK.
- Low initial earning potential for new recruits.
- Misunderstanding of the skill levels required and the complexity of those skills.

Actions:

- Habia seeks to use as many positive male images in its literature and publications as possible.
- Development of African type hair standards and frameworks.
- Specific National Occupational Standards and Rules of Combination have been developed for Hairdressing covering all hair classifications.

On and off the job training (Wales)

Summary of on- and off-the-job training

These hours may vary depending on the previous experience and attainment of the apprentice.

Where a learner enters an apprenticeship agreement having previously attained or acquired the appropriate competencies or knowledge, this prior learning needs to be recognised and documented using the relevant QCF credit transfer, QCF exemption or Recognition of Prior Learning (RPL) procedures (as off the job above). The amount of on the job training required to complete the apprenticeship under the apprenticeship agreement may then be reduced accordingly, provided the total number of on the job hours for this framework can be verified for apprenticeship certification.

Apprentices who commence training under a new apprenticeship agreement with a new employer may bring a range of prior experience with them. When an apprentice can claim 5% or more hours towards the on the job framework total through prior learning acquired from previous full-time education, employment or other vocational programmes, then the apprentice's learning programme should include customisation. Training providers are encouraged to identify additional on the job training programmes that customise the learning to the new workplace. Customisation programmes may include selecting appropriate additional Unit(s) from QCF qualifications, or relevant units recognised as Quality Assured Lifelong Learning [QALL] through a CQFW recognised body, or follow Essential Skills at a level higher than that specified in the framework, include one or more Wider Key Skills or other competency-based qualifications/units relevant to the workplace.

For apprentices who have already achieved the relevant qualifications, they must have been certificated within 5 years from the date of application for the Foundation Apprenticeship Certificate or have been continuously employed in the industry for a minimum duration of 3 years.

Job roles within the hairdressing industry require a thorough level of technical competence and knowledge, which will be undertaken through work-based training, practice and experience.

The number of training hours delivered under an apprenticeship agreement may vary depending on the previous experience and attainment of the apprentice.

The amount of off the job training required to complete the apprenticeship under the apprenticeship agreement may then be reduced accordingly, providing the total number of off the job hours for this framework can be verified for apprenticeship certification.

Previous attainment

Where a learner enters an apprenticeship agreement having previously attained parts or all of the relevant qualifications, this prior learning needs to be recognised using either QCF credit transfer for achievements within the QCF or through recording of exemptions for certificated learning outside of the QCF, for example, Principal Learning qualification.

Foundation Apprenticeship in Hairdressing

The total amount of training hours for a typical learner, including both on and off-the-job training is 821 hours. This is calculated using the following:

- Essential Skills Wales Application of Number 45 hours
- Essential Skills Wales Communication 45 hours
- Essential Skills Wales IT 45 hours
- Employee Rights and Responsibilities and Induction 25 hours
- Training, appraisals and mentoring 100 hours
- Level 2 NVQ Diploma in Hairdressing 561 hours

The minimum recommended duration of this framework is 12 months.

Apprenticeship in Hairdressing

The total amount of training hours for a typical learner, including both on and off-the-job training is 801 hours. This is calculated using the following:

- Essential Skills Wales Application of Number 45 hours
- Essential Skills Wales Communication 45 hours
- Essential Skills Wales IT 45 hours
- Employee Rights and Responsibilities and Induction 25 hours
- Training, appraisals and mentoring 100 hours
- Level 3 NVQ Diploma in Hairdressing 541 hours

The minimum recommended duration of this framework is 12 months.

Off-the-job training

Foundation Apprenticeship in Hairdressing

Total of 472 minimum off the job training hours for the duration of the programme

- Part of Level 2 NVQ Diploma in Hairdressing 292 hours
- Essential Skills Wales Application of Number 45 hours
- Essential Skills Wales Communication 45 hours
- Essential Skills Wales IT 45 hours

- Employee Rights and Responsibilities and Induction occurring off the job 15 hours
- Training, appraisals and mentoring occurring off the job 30 hours

Apprenticeship in Hairdressing

Total of 463 minimum off the job training hours for the duration of the programme

- Level 3 NVQ Diploma in Hairdressing (proportion completed off the job 283 hours
- Essential Skills Wales Application of Number 45 hours
- Essential Skills Wales Communication 45 hours
- Essential Skills Wales IT 45 hours
- Part of Employee Rights and Responsibilities and Induction 15 hours
- Part of training, appraisals and mentoring 30 hours

How this requirement will be met

Off the job training needs to:

- Be planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager.
- Allow access as and when required by the apprentice either to a tutor, teacher, mentor or manager.
- Be delivered during contracted working hours.
- Be delivered through one or more of the following methods: individual and group teaching, e-learning, distance learning, coaching, mentoring, feedback and assessment, collaborative/networked learning with peers, guided study and induction.

Delivery, assessment and certification of one of the combined competence/knowledge Qualification specific to the pathway taken:

- Level 2 NVQ Diploma in Hairdressing
- Level 3 NVQ Diploma in Hairdressing

Plus

- Essential Skills Wales Application of Number at appropriate level
- Essential Skill Wales Communication at appropriate level
- Essential Skills Wales IT at appropriate level
- Employee Rights and Responsibilities
- Induction
- Training, appraisals and mentoring

Evidence of Off the job training hours:

- Certificate for combined competence/knowledge qualification

- Certification of Essential Skills Wales Application of Number
- Certification of Essential Skills Wales Communications
- Certification of Essential Skills Wales IT
- Certificate for Employee Rights and Responsibilities

On-the-job training

Foundation Apprenticeship in Hairdressing

Total of 349 minimum on the job training hours for the duration of the programme

- Remainder of Level 2 NVQ Diploma in Hairdressing 269 hours
- Remainder of Employee Rights and Responsibilities and Induction 10 hours
- Remainder of Training, appraisals and mentoring 70 hours

Apprenticeship in Hairdressing

Total of 338 minimum on the job training hours for the duration of the programme

- Remainder of Level 3 NVQ Diploma in Hairdressing 258 hours
- Remainder of Employee Rights and Responsibilities and Induction 10 hours
- Remainder of Training, appraisals and mentoring 70 hours

How this requirement will be met

These records of hours may need to be submitted to the Certifying Authority when applying for an apprenticeship completion certificate.

Delivery and assessment of one of the combined competence/knowledge Qualification specific to the pathway taken:

- Level 2 NVQ Diploma in Hairdressing
- Level 3 NVQ Diploma in Hairdressing

Plus

- Employee Rights and Responsibilities
- Induction
- Training, appraisals, mentoring and monitoring

Wider key skills assessment and recognition (Wales)

Improving own learning and performance

Improving own learning and performance is an essential skill within our sector and is therefore covered in the NVQ Diploma. It was agreed by employers during consultation that separate certification of Improving own learning and performance was not directly relevant to effective performance within the Hair and Beauty Sector therefore is not included in this framework.

However, Habia would encourage Training Providers to consider the value added element of delivery within the framework.

Working with others

Working with others is an essential skill within our sector and is therefore covered in the NVQ Diploma. It was agreed by employers during consultation that separate certification of Working with others was not directly relevant to effective performance within the Hair and Beauty Sector therefore is not included in this framework.

However, Habia would encourage Training Providers to consider the value added element of delivery within the framework.

Problem solving

Problem solving is an essential skill within our sector and is therefore covered in the NVQ Diploma. It was agreed by employers during consultation that separate certification of Problem solving was not directly relevant to effective performance within the Hair and Beauty Sector therefore is not included in this framework.

However, Habia would encourage Training Providers to consider the value added element of delivery within the framework.

Additional employer requirements

There are no additional employer requirements for this framework.

apprenticeship
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