



## **ITEC Level 1 Certificate in an Introduction to the Hair and Beauty Sector QAN 500/7205/5 Specification**

### **Aims and Objectives**

The main aim of the ITEC Level 1 Certificate in an Introduction to the Hair and Beauty Sector is to enable Learners to make use of skills, knowledge and understanding to carry out structured tasks and activities in familiar contexts with appropriate guidance where needed. The qualification is suitable for pre 16 Learners and/or Learners aged 16 and over and is a sound platform into further learning at Level 2

### **Content**

This qualification is for Learners who want to progress to further learning in order to work in a Beauty Salon or Spa. The qualification consists of 2 mandatory units and 3 optional units at or above the level of the qualification with a total of 140 hours of Guided Learning (GL) to achieve the full qualification

The main skills the Learner will learn to perform are:

- Presenting a professional image in a salon – to include communicating in a professional manner, promoting a professional image, wearing appropriate attire and maintaining personal hygiene

The Learner will also learn about the different occupational roles, working patterns and career opportunities within the Hair and Beauty Sector, different types of salons and the clients they attract, and the main Hair and Beauty services available in a salon

The Learner will also be able to choose from a range of optional units to complete the qualification, for example:

- Skincare
- Hand Care
- Create an Image using Colour for the Hair and Beauty Sector
- Shampoo and Conditioning
- Hair Plaiting OR Plaiting and Twisting Hair
- Nail Art Application
- Themed Face Painting
- Basic Make-up Application
- Styling Women's Hair
- Styling Men's Hair
- The Art of Dressing Hair
- The Art of Photographic Make-up

It also provides:

- Opportunities for Learners to focus on the development of their wider skills in a Hair and Beauty setting, such as communicating with clients and working with others
- Opportunities for Learners to develop a range of skills, techniques, personal qualities and

attitudes essential to carrying out structured tasks and activities in the Hair or Beauty Salon

### Why Choose the ITEC Level 1 Certificate in an Introduction to the Hair and Beauty Sectors?

1. This Qualification combines a range of skills and knowledge for the Learner to progress to further training and development and to carry out structured tasks and activities under guidance in a Hair or Beauty Salon setting at Level 1. This is the only ITEC qualification in an Introduction to the Hair and Beauty Sector at Level 1
2. This Qualification is listed in the Ofqual Register of Qualifications
3. Learners may progress on to the ITEC Level 2 Diploma for Beauty Specialists, the ITEC Level 2 Diploma in Beauty Therapy Treatments, the ITEC Level 2 Apprenticeship in Beauty Therapy, the ITEC Level 2 Diploma in Hairdressing, the ITEC Level 2 Diploma in Hairdressing and Barbering or the ITEC Level 2 Apprenticeship in Hairdressing
4. This qualification does not form part of an Apprenticeship

ITEC Unit Number	Unit Title	Credit Value	Guided Learning (GL)
313	Introduction to the Hair and Beauty Sector	3	25
314	Present a Professional Image in a Salon	3	25

**Total Guided Learning for Mandatory Units - 50**  
**Total Qualification Time (TQT) for Mandatory Units - 56**

Learners must also select 3 units at or above the level of the qualification covering a minimum of 30 hours of Guided Learning from the following optional units:

ITEC Unit Number	Unit Title	Credit Value	Guided Learning (GL)
302	Skincare	3	30
303	Hand Care	3	30
304	Create an Image using Colour for the Hair and Beauty Industry	3	30
305	Shampooing and Conditioning	3	30
306	Hair Plaiting	3	30
	<b>OR</b>		
307	Plaiting and Twisting Hair	3	30
308	Nail Art Application	3	30
309	Themed Face Painting	3	30
310	Basic Make-up Application	3	30
311	Styling Women's Hair	3	30
312	Styling Men's Hair	3	30
315	The Art of Dressing Hair	4	30
316	The Art of Photographic Make-up	3	30

**NB: The two plaiting units may not be done together**

**Minimum Total Guided Learning including Optional Units – 140**  
**Minimum Total Qualification Time (TQT) including Optional Units – 158**  
**Total Credit Value for the Qualification – 16**

## Guided Learning (GL)

Guided Learning is the 'activity of a Learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'. This includes 'the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'

## Total Qualification Time (TQT)

Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a Learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of the qualification

## Total Credit Value

The total Credit Value for the qualification is equal to one tenth of the Total Qualification Time rounded to the nearest whole number

## Assessment

This qualification will be internally and externally assessed using a range of assessment methods as set out in the table below:-

Table 1

<b>ITEC Unit Number</b>	<b>Unit Title</b>	<b>Assessment</b>	<b>Grading</b>
313	Introduction to the Hair and Beauty Sector	Internally assessed project	Pass or Refer
314	Presenting a Professional Image in a Salon	Internally assessed task	Pass or Refer

## Optional Units

Table 2

<b>ITEC Unit Number</b>	<b>Unit Title</b>	<b>Assessment</b>	<b>Grading</b>
302	Skincare	Internally assessed task	Pass or Refer
303	Hand Care	Internally assessed task	Pass or Refer
304	Create an Image using Colour for the Hair and Beauty Industry	Internally assessed project	Pass or Refer
305	Shampooing and Conditioning	Internally assessed task	Pass or Refer
306	Hair Plaiting	Internally assessed task	Pass or Refer
307	Plaiting and Twisting Hair	Internally assessed task	Pass or Refer
308	Nail Art Application	Internally assessed task	Pass or Refer

309	Themed Face Painting	Internally assessed task	Pass or Refer
310	Basic Make-up Application	Internally assessed task	Pass or Refer
311	Styling Women's Hair	Internally assessed task	Pass or Refer
312	Styling Men's Hair	Internally assessed task	Pass or Refer
315	The Art of Dressing Hair	Internally assessed task	Pass or Refer
316	The Art of Photographic Make-up	Internally assessed project and task	Pass or Refer

All assessment criteria and sample assessment materials for this qualification can be found [here](#)

### Grading of the Qualification

All assessment tasks required for each unit of the qualification (detailed in Table 1 of the specification) and the chosen optional units (detailed in Table 2 of the specification) must be completed and awarded a Pass mark before the complete qualification can be certificated

The overall qualification is graded Pass

### Controlled Assessment

The internal task assessments will be conducted by the Centre's Assessor/Internal Verifier(s) and will be sampled by the ITEC External Verifier; however, the Centre is responsible for ensuring the assessment can operate seamlessly by organising the process as defined by ITEC in the Lecturer Guidance Notes [here](#). The assessment forms can be found under each individual unit within the qualification [here](#).

### Recommended Prior Learning

It is recommended that Learners have achieved a basic level of education prior to commencing the ITEC Level 1 Certificate in an Introduction to the Hair and Beauty Sector

### Opportunities for Progression

Once Learners have achieved the ITEC Level 1 Certificate in an Introduction to the Hair and Beauty Sector they may progress on to other ITEC or equivalent qualifications at Level 2 for example:

- Level 2 Diploma for Beauty Therapists
- Level 2 Diploma in Beauty Therapy Treatments
- Level 2 Diploma in Hair, Photographic and Media Make-up
- Level 2 Apprenticeship in Beauty – General
- Level 2 Apprenticeship in Beauty – Make-up
- Level 2 Apprenticeship in Nail Services
- Level 2 Diploma in Hairdressing
- Level 2 Diploma in Hairdressing and Barbering
- Level 2 Diploma in Women's Hairdressing
- Level 2 Apprenticeship in Barbering
- Level 2 Apprenticeship in Hairdressing

For further Awards, Certificates and Diplomas please go to [www.itecworld.co.uk](http://www.itecworld.co.uk)

### **Relationship to National Occupational Standards**

ITEC has mapped to National Occupational Standards where they exist and has ensured that best practice in the workplace has been reflected in the qualification. ITEC has also ensured that the qualification reflects the required level of knowledge and ability for the Learner at Level1