

## SCHEME OF WORK APPLICATION FORM

For each ITEC qualification, the Lecturer/centre must complete Scheme of Work for each unit indicating how the Lecturer is planning to cover the ITEC syllabus throughout the course.

Set out the planned sessions in terms of *Learning Outcomes* to be achieved. These should match those stated within the ITEC syllabus for each unit. Include all units of each course offered. Hours should meet the minimum guided learning hours listed within the syllabus.

**Unit Title:** Unit 606 – Provide Scalp Massage Services

**Lecturer(s) responsible:**

**Total contact tuition hours proposed: 33**

Learning Outcomes	Lecture Content	Suggested Resources	Approx Hours
<b>Introductory session</b>	College rules and regulations College mission statement ITEC rules and regulations Health & Safety Timetable Dates – holidays etc. Syllabus Recommended books Uniform	Lecture Q&A Using all the documents listed to ensure the students understand the college expectations and their commitment to the course	
1. Be able to prepare to provide scalp massage services			
1.1 Prepare themselves, the client and work area for scalp massage services	1.1.1 To include: <ul style="list-style-type: none"> <li>Preparing self</li> <li>Preparing working area</li> <li>Sanitising/sterilising tools and equipment</li> <li>Preparing environment</li> <li>Assisting the client into a comfortable and relaxed position for the treatment</li> <li>Protecting and caring for the client throughout the treatment</li> </ul>	OHP/Whiteboard Lecture Q&A Homework Tests	13
1.2 Use suitable consultation techniques to identify service objectives	1.2.1 To include: <ul style="list-style-type: none"> <li>Discussing client's needs and requirements</li> <li>Discussing known contraindications</li> <li>Checking the condition of the hair</li> <li>Checking for abrasions and abnormalities</li> </ul>		
1.3 Describe the salon's requirements for client preparation, preparing themselves and the work area	1.3.1 To include: <ul style="list-style-type: none"> <li>Protective clothing for self and client</li> <li>Sanitising/sterilising tools and equipment</li> <li>Disposing of waste hygienically and appropriately</li> </ul>		

<p>1.4 Describe the different consultation techniques used to identify the service objectives</p> <p>1.5 Explain and agree the procedure, potential benefits and effects of the service to the client</p> <p>1.6 Explain the importance of identifying any contraindications to scalp massage services and how to recognise them</p> <p>1.7 Describe how different factors can affect the performance of scalp massage services</p> <p>1.8 Describe the different types of massage media and equipment used for scalp massage services</p> <p>1.9 Explain the importance of following Manufacturers' instructions</p>	<p>1.4.1 To include:</p> <ul style="list-style-type: none"> <li>• Open and closed questioning</li> <li>• Use of visual aids</li> <li>• Listening techniques</li> </ul> <p>1.5.1 To include:</p> <ul style="list-style-type: none"> <li>• Length of service</li> <li>• Use of equipment</li> <li>• Use of products</li> <li>• Benefits to scalp and hair</li> <li>• General wellbeing of the client</li> </ul> <p>1.6.1 To include:</p> <ul style="list-style-type: none"> <li>• Avoid damaging the condition of the hair and scalp</li> <li>• Maintain the general wellbeing of the client</li> <li>• Checking the condition of the scalp and hair</li> <li>• Discussing and checking the general health of the client, including blood pressure</li> </ul> <p>1.7.1 To include:</p> <ul style="list-style-type: none"> <li>• Scalp and hair conditions</li> <li>• General health of the client</li> </ul> <p>1.8.1 To include:</p> <ul style="list-style-type: none"> <li>• Massage creams and moisturisers</li> <li>• Oils</li> <li>• Electrical vibrators and steamers</li> </ul> <p>1.9.1 To include:</p> <ul style="list-style-type: none"> <li>• Providing satisfactory results</li> <li>• Avoiding mistakes</li> <li>• Avoiding legal action</li> </ul>		
2. Be able to carry out scalp massage services		OHP/Whiteboard Lecture Q&A Homework Tests	

2.1 Communicate and behave in a professional manner	2.1.1 To include: <ul style="list-style-type: none"> <li>• Being polite</li> <li>• Being honest</li> <li>• Speaking clearly</li> <li>• Listening attentively g positive body language and facial expressions</li> </ul>		20
2.2 Select and use products, tools and equipment suitable for the client's hair and scalp condition	2.2.1 To include: <ul style="list-style-type: none"> <li>• Types of shampoos</li> <li>• Types of conditioners</li> <li>• Combs</li> <li>• Steamers and accelerators</li> <li>• Electric vibrators</li> </ul>		
2.3 Adapt massage techniques to take into account influencing factors	2.3.1 To include: <ul style="list-style-type: none"> <li>• Comfort of client</li> <li>• Condition of the hair and scalp</li> <li>• General health of the client</li> </ul>		
2.4 Follow safe and hygienic working practices	2.4.1 To include: <ul style="list-style-type: none"> <li>• Protecting client</li> <li>• Personal protection</li> <li>• Posture and standing position</li> <li>• Sanitisation of tools and equipment</li> <li>• Disposing of waste hygienically and appropriately</li> </ul>		
2.5 Provide suitable aftercare advice	2.5.1 To include: <ul style="list-style-type: none"> <li>• How to shampoo and condition the hair and scalp</li> <li>• How to brush and comb the hair</li> <li>• How to dry and style the hair</li> <li>• Suitable finishing products and how to use them</li> </ul>		
2.6 Describe when and how to use massage media and equipment to treat different scalp conditions	2.6.1 To include: <ul style="list-style-type: none"> <li>• Massage creams and moisturisers</li> <li>• Oils</li> <li>• Electrical vibrators and steamers</li> </ul>		
2.7 Describe how and when to use and adapt the different massage techniques	2.7.1 To include: <ul style="list-style-type: none"> <li>• Scalp and hair condition</li> <li>• Client comfort and general wellbeing</li> <li>• Effleurage, petrissage and tapotement</li> </ul>		

2.8 Identify the safety considerations that must be taken into account when massaging the scalp	2.8.1 To include: <ul style="list-style-type: none"> <li>• Protecting client</li> <li>• Personal protection and hygiene</li> <li>• Posture and standing position</li> <li>• Sanitisation of tools and equipment</li> <li>• Use of electrical equipment</li> </ul>		
2.9 Describe the aftercare advice that should be provided	2.9.1 To include: <ul style="list-style-type: none"> <li>• Shampooing and conditioning the hair and scalp</li> <li>• Brushing and combing the hair</li> <li>• Drying and styling the hair</li> <li>• Using finishing products</li> </ul>		
2.10 Describe the benefits of scalp massage	2.10.1 To include: <ul style="list-style-type: none"> <li>• Hair and scalp condition</li> <li>• Clients general wellbeing</li> </ul>		
2.11 Outline the basic structure of the skin	2.11.1 To include: <ul style="list-style-type: none"> <li>• Dermis, Epidermis, Follicle, Sebaceous gland, Sweat gland, Papilla, Erector Pili muscle, Blood vessels, Nerve fibres</li> </ul>		
2.12 State the name and position of the bones and muscles of the head and neck	2.1 To include: <p><b>Bones</b></p> <ul style="list-style-type: none"> <li>• Coronal Suture, Parietal, Occipital, Temporal, Ethmoid, Lacrimal, Nasal, Sphenoid, Cervical</li> </ul> <p><b>Muscles</b></p> <ul style="list-style-type: none"> <li>• Occipitofrontalis, Occipitalis, Frontalis, Sternocleidomastoid, Trapezius, Splenius Capitis, Levator Scapulae</li> </ul>		
2.13 Describe methods of working safely and hygienically, which minimises the risk of cross infection and cross infestation	2.13.1 To include: <ul style="list-style-type: none"> <li>• Sanitisation of tools and equipment</li> <li>• Use of clean towels and gowns</li> <li>• Personal hygiene</li> </ul>		
2.14 State how to communicate and behave within a salon environment	2.14.1 To include: <ul style="list-style-type: none"> <li>• Being polite</li> <li>• Being honest</li> <li>• Speaking clearly</li> <li>• Listening attentively</li> <li>• Demonstrating positive body language and facial expressions</li> </ul>		

