

## 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 607 - Perm and Neutralise Hair**

**Lecturer(s) responsible:**

**Total contact tuition hours proposed: 60**

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	
<b>1. Be able to prepare to perm and neutralise hair</b>			
Prepare themselves, the client and work area for perming and neutralising  Use suitable consultation techniques to identify service objectives  Assess the potential of the hair to achieve the desired look by identifying the influencing factors  State the factors that need to be considered when perming and neutralising hair	<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> <ul style="list-style-type: none"> <li>• Discussing client's needs and requirements</li> <li>• Discussing limitations</li> <li>• Consulting with client throughout the service</li> </ul> <ul style="list-style-type: none"> <li>• Checking the texture of the hair</li> <li>• Checking the density of the hair</li> <li>• Checking the length of hair</li> <li>• Checking growth patterns</li> </ul> <ul style="list-style-type: none"> <li>• Haircut and shape</li> <li>• Hair length and texture</li> <li>• Porosity and elasticity of the hair</li> <li>• Growth patterns</li> </ul>	OHP/Whiteboard Lecture Q&A Homework Test	30

<p>Describe the salon's requirements for client preparation, preparing themselves and the work area</p> <p>Describe the different consultation techniques used to identify the service objectives</p> <p>Explain the importance of carrying out the necessary tests prior to and during the service and recording the results</p> <p>Explain the importance of following manufacturers' instructions</p> <p>Describe the range of perm and neutralising products, tools and equipment</p>	<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>   <li>• Open and closed questioning</li> <li>• Use of visual aids</li> <li>• Listening techniques</li>   <li>• Protecting client's health and safety</li> <li>• Protecting the condition of the hair</li> <li>• Produce satisfactory results</li> <li>• To avoid making mistakes in the future</li> <li>• To avoid legal action</li>   <li>• To produce satisfactory results</li> <li>• To avoid problems or mistakes</li> <li>• To avoid legal action</li>   <li>• Alkaline and acid perms</li> <li>• Heat and cold- wave perms</li> <li>• Foam and liquid neutralisers</li> <li>• Perming rods/curlers</li> <li>• Combs, brushes, bowls and applicator</li> </ul>		
<p><b>2. Be able to perm and neutralise hair</b></p>			
<p>Communicate and behave in a professional manner</p> <p>Select and use products, tools and techniques, taking into account factors influencing the service</p> <p>Section and wind the hair, taking meshes to suit the perm rod size to achieve the desired look Wind the hair with even tension, making sure all wound perm rods sit on</p>	<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>   <li>• Alkaline and acid perms</li> <li>• Heat and cold- wave perms</li> <li>• Foam and liquid neutralisers</li> <li>• Perming rods/curlers</li> <li>• Combs, brushes, bowls and applicators</li>   <li>• 9 section pattern</li> <li>• Brick work pattern</li> </ul>	<p>OHP/Whiteboard Lecture Q&amp;A Handout: Homework Test</p>	<p>30</p>

<p>their own base</p> <p>Monitor the development of the perming and neutralising processes, following manufacturers' instructions</p> <p>Leave the hair free of perm lotion when the desired degree of curl is achieved, using water temperature and flow to suit client's needs</p> <p>Follow safe and hygienic working practices</p> <p>Provide suitable aftercare advice</p> <p>Describe the effects of perm lotions and neutralisers on the hair structure</p> <p>Outline the factors that determine the use of different types of perming and neutralising products, tools and equipment</p> <p>Explain how temperature affects the perming process</p> <p>State the importance of accurate timing and thorough rinsing of products</p> <p>Explain when and why it is</p>	<ul style="list-style-type: none"> <li>• Combing the hair</li> <li>• Securing the rods /curlers</li> <li>• Fish tails</li> </ul> <ul style="list-style-type: none"> <li>• Timing</li> <li>• Checking the curl/wave formation on the curlers</li> </ul> <ul style="list-style-type: none"> <li>• Rinsing</li> <li>• Removing excess moisture before neutralising</li> <li>• Testing water temperature</li> <li>• Controlling water pressure and directing flow</li> </ul> <ul style="list-style-type: none"> <li>• Correct posture and standing position</li> <li>• Health and safety</li> <li>• Client comfort</li> </ul> <ul style="list-style-type: none"> <li>• Shampooing and conditioning</li> <li>• Brushing and combing</li> <li>• Drying and styling the hair</li> <li>• Finishing products</li> </ul> <ul style="list-style-type: none"> <li>• Opening cuticle layer</li> <li>• Re-arranging disulphide bonds – reduction</li> <li>• Fixing disulphide bonds – oxidation</li> <li>• Closing of cuticle layer</li> </ul> <ul style="list-style-type: none"> <li>• Condition of the hair</li> <li>• Required result</li> <li>• Length of hair/haircut shape</li> <li>• Previous records</li> </ul> <ul style="list-style-type: none"> <li>• Speeding up the process</li> <li>• Slowing the process</li> <li>• Activating some perming lotions</li> </ul> <ul style="list-style-type: none"> <li>• Influencing the final result</li> <li>• Avoiding damage to the hair</li> </ul> <ul style="list-style-type: none"> <li>• Even out porosity</li> </ul>		
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<p>important to use pre-perm and post perm treatments</p> <p>Explain the factors that influence the choice of sectioning techniques and different sized perm rods</p> <p>Explain the method of checking curl development</p> <p>Outline the types and causes of problems that can occur during the perming and neutralising processes and how to resolve them</p> <p>Outline safe and hygienic working practices</p> <p>Describe the aftercare advice that should be provided</p> <p>State how to communicate and behave within a salon environment</p>	<ul style="list-style-type: none"> <li>• Restore hairs' natural pH</li> <li>• Condition the hair</li>   <li>• Haircut</li> <li>• Finish hair style</li> <li>• Length of hair</li> <li>• Degree of curl or wave required</li>   <li>• Unwinding a curler</li> <li>• S –shape movement</li>   <li>• Fish tails:– incorrect winding</li> <li>• Curls too tight/over-processing:- poor choice of lotion strength/poor timing</li> <li>• Curls too loose/under processing:- poor choice of lotion strength/poor timing</li> <li>• Cutting and conditioning</li> <li>• Re-perming/timing between treatments</li>   <li>• Protecting client</li> <li>• Personal protection</li> <li>• Posture and standing position</li> <li>• Sanitisation/sterilisation of tools and equipment</li> <li>• Disposing of waste hygienically and appropriately</li>   <li>• Shampooing and conditioning the hair</li> <li>• How to brush and comb the hair</li> <li>• How to maintain the style</li> <li>• Use of finishing products</li>   <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>		
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