

VRQ

UV30428

Learner name:

Learner number:

Y/601/3561





VTCT

VTCT is a UK Government-approved awarding organisation which has awarded world class qualifications since 1962. Through our strategic approach to sectors we support, we aim to advance education, research and the public dissemination of knowledge, by helping to introduce new initiatives into the education system, to improve the employability and career prospects of learners.

More than 1000 approved centres now work with VTCT, and the ever-expanding list extends across the UK, Ireland, and internationally. We acquired the internationally recognised awarding organisation and examination board iTEC in 2016, adding to our footprint. We also acquired education technology specialists Digital Assess in the same year, adding value for training providers with technology that can digitally capture and assess learners online, amongst other innovations.

iTEC was founded by Dr W.E. Arnould-Taylor who in 1947 was a distinguished physiologist who became a Fellow of the Royal Society of Medicine. Both Dr Arnould-Taylor and Wallace Sharps the founder of VTCT, devoted their lives to developing the standing of the industry and the furtherance of education in the sector. Today iTEC has a close working relationship with over 650 centres worldwide including Europe, South Africa, Asia Pacific and the USA.

VTCT is a registered charity investing in education and skills but also giving to good causes in the area of facial disfigurement.

Statement of unit achievement

By signing this statement of unit achievement you are confirming that all learning outcomes, assessment criteria and range statements have been achieved under specified conditions and that the evidence gathered is authentic.

This statement of unit achievement table must be completed prior to claiming certification.

Unit code	Date achieved	Learner signature	Assessor initials	IQA signature (if sampled)

Assessor tracking table

All assessors using this Record of Assessment book must complete this table. This is required for verification purposes.

[illegible]

Intimate waxing for female clients

UV30428

This unit is about removing hair from intimate areas using various waxing techniques. You will be able to consult with clients, prepare for waxing services and produce treatment plans. You will need to provide treatment advice to clients particularly around the avoidance of certain activities and home care advice.

Level

3

Credit value

4

GLH

37

Observation(s)

4

External Paper(s)

1



Learning outcomes

On completion of this unit you will:

1. Be able to prepare for intimate waxing for female clients
2. Be able to provide intimate waxing for female clients

Evidence requirements

1. **Environment**

Evidence for this unit must be gathered in a real or realistic working environment.

2. **Simulation**

Simulation is not allowed in this unit.

3. **Observation outcomes**

Competent performance of 'Observation' outcomes must be demonstrated to your assessor on **at least four occasions**.

4. **Range**

All ranges must be practically demonstrated or other forms of evidence produced to show they have been covered.

5. **Knowledge outcomes**

There must be evidence that you possess all the knowledge and understanding listed in the 'Knowledge' section of this unit. This evidence may include projects, assignments, case studies, reflective accounts, oral/written questioning and/or other forms of evidence.

6. **Tutor/Assessor guidance**

You will be guided by your tutor/assessor on how to achieve learning outcomes and ranges in this unit. All outcomes and ranges must be achieved.

7. **External paper**

Knowledge and understanding in this unit will be assessed by an external paper. The criteria that make up this paper are highlighted in white throughout this unit.

There is one external paper that must be achieved.

Achieving observations and range

Achieving observation outcomes

Your assessor will observe your performance of practical tasks. The minimum number of observations required is indicated in the evidence requirements section of this unit.

Criteria may not always naturally occur during a practical observation. In such instances you will be asked questions to demonstrate your competence in this area. Your assessor will document the criteria that have been achieved through oral questioning.

Your assessor will sign off an outcome when all criteria have been competently achieved in a single client service.

Achieving range

The range section indicates what must be covered. Ranges should be practically demonstrated as part of an observation. Where this is not possible other forms of evidence may be produced. All ranges must be covered.

Your assessor will document the portfolio reference once a range has been competently achieved.

Maximum service times

The following maximum service times apply to this unit:

Hollywood wax	60 minutes
Brazilian wax	45 minutes
Shaping wax	45 minutes

Learning outcome 1

Be able to prepare for intimate waxing for female clients

You can:

- a. Prepare yourself, client and work area for female intimate waxing treatment
- b. Use suitable consultation techniques to identify treatment objectives
- c. Carry out necessary tests prior to the treatment
- d. Provide clear recommendations to the client
- e. Select products, tools and equipment to suit client treatment needs, skin and hair types and conditions
- f. Use correct terminology when carrying out female intimate waxing treatment

*May be assessed through oral questioning.

Observation	1	2	3	4
Date achieved				
Criteria questioned orally				
Portfolio reference				
Assessor initials				
Learner signature				

Learning outcome 2

Be able to provide intimate waxing for female clients

You can:

- a. Communicate and behave in a professional manner
- b. Follow health and safety working practices and industry Code of Practice for Waxing Services
- c. Position yourself and the client correctly throughout the treatment
- d. Use products, tools, equipment and techniques to suit client treatment needs, skin and hair types and conditions
- e. Complete the treatment to the satisfaction of the client
- f. Record and evaluate the results of the treatment
- g. Provide suitable aftercare advice

*May be assessed through oral questioning.

Observation	1	2	3	4
Date achieved				
Criteria questioned orally				
Portfolio reference				
Assessor initials				
Learner signature				

Observation range

You must practically demonstrate that you have:

Used all consultation techniques	Portfolio reference
Questioning	
Visual	
Manual	
Reference to client records	

Carried out a minimum of 1 of the necessary actions	Portfolio reference
Encouraging the client to seek medical advice	
Explaining why the waxing service cannot be carried out	
Modification of the waxing service	
Refusing an unsuitable client	

Carried out all waxing services	Portfolio reference
Hollywood	
Brazilian	
Shaping	
Playboy	

Carried out all types of preparation of the client	Portfolio reference
Removal of accessories and clothing necessary for the treatment	
Protection of clothing	
Client's own cleansing of the area to be treated	
Trimming of overlong hair for the treatment	

It is strongly recommended that all range items are practically demonstrated. Where this is not possible, other forms of evidence may be produced to demonstrate competence.

You must practically demonstrate that you have:

Used a minimum of 2 waxing products	Portfolio reference
Hot wax	
Warm wax	
Sugar paste	

Used a minimum of 1 pre-wax application products	Portfolio reference
Oils	
Powders	

Used all working techniques	Portfolio reference
Stretching and manipulating the skin during application and removal	
Speed of product removal	
Direction and angle of removal	
Ongoing product temperature checks	

Given all types of advice	Portfolio reference
Avoidance of activities which may cause contra-actions	
Future treatment needs	
Home care	
Personal hygiene	

It is strongly recommended that all range items are practically demonstrated. Where this is not possible, other forms of evidence may be produced to demonstrate competence.

Notes

Use this area for notes and diagrams



Developing knowledge

Achieving knowledge outcomes

You will be guided by your tutor and assessor on the evidence that needs to be produced. Your knowledge and understanding will be assessed using the assessment methods listed below:

- Observed work
- Witness statements
- Audio-visual media
- Evidence of prior learning or attainment
- Written questions
- Oral questions
- Assignments
- Case studies

Where applicable your assessor will integrate knowledge outcomes into practical observations through professional discussion and/or oral questioning.



Achieving the external paper

The external paper will test your knowledge of the criteria highlighted in white. **A pass mark of 70% must be achieved.** Criteria not achieved will be identified to your tutor/assessor. You will then be orally questioned or asked to produce other forms of evidence as **all unit criteria must be achieved.**

Your assessor will complete the following table when the 70% pass mark has been achieved.

Paper	Date achieved	Assessor initials
1 of 1		

Learning outcome 1

Be able to prepare for intimate waxing for female clients

You can:	Portfolio reference/ Assessor initials*
g. Describe salon requirements for preparing yourself, the client and work area	
h. Describe the environmental conditions suitable for intimate female waxing treatments	
i. Describe the different consultation techniques used to identify treatment objectives	
j. Explain the types of tests that are carried out prior to a waxing treatment	
k. Describe how to select products, tools and equipment to suit client treatment needs, skin and hair types and conditions	
l. Explain the contra-indications that prevent or restrict waxing treatments	
m. State the advantages and disadvantages of alternative methods of hair removal	
n. Describe the effects alternative methods of hair removal may have on the skin and waxing treatments	

*Assessor initials to be inserted if orally questioned.

Requirements highlighted in white are assessed in the external paper.

Learning outcome 2

Be able to provide intimate waxing for female clients

You can:	Portfolio reference/ Assessor initials*
h. Explain how to communicate and behave in a professional manner	
i. Describe health and safety working practices and industry Code of Practice for Waxing Services	
j. Explain the importance of positioning yourself and the client correctly throughout the treatment	
k. Explain the importance of using products, tools, equipment and techniques to suit client treatment needs, skin and hair types and conditions	
l. Describe how treatments can be adapted to suit client treatment needs, skin and hair types and conditions	
m. State the contra-actions that may occur during and following treatments and how to respond	
n. Explain the importance of completing the treatment to the satisfaction of the client	
o. Explain the importance of completing treatment records	
p. Describe the methods for evaluating the effectiveness of the treatment	
q. Describe the aftercare advice that should be provided	
r. Describe the structure, growth and repair of the skin	
s. Describe skin types, conditions, diseases and disorders of the skin	
t. Describe the structure and function of the hair	
u. Describe the hair types, growth patterns and causes of hair growth	
v. Describe the structure of the female genitalia	
w. Describe the normal response of the skin to waxing treatments	

*Assessor initials to be inserted if orally questioned.

Requirements highlighted in white are assessed in the external paper.

Unit content

This section provides guidance on the recommended knowledge and skills required to enable you to achieve each of the learning outcomes in this unit. Your tutor/assessor will ensure you have the opportunity to cover all of the unit content.

Learning outcome 1: Be able to prepare for intimate waxing for female clients

Management of health and safety at work:

Clean up spillages, report slippery surfaces, remove/report obstacles, ensure good all round access to trolleys and equipment, sterilise/disinfect tools, equipment and work surfaces, wear personal protective equipment.

Electricity at work – checking/visual check of equipment, no trailing wires, portable appliance testing (PAT).

Manual handling – moving stock, lifting, working heights, unpacking, posture, deportment, balance weight, preserve back, prevent slouching.

Towels – clean for every client, place dirty towels in covered bin.

Liability insurance – employers, public, professional indemnity.

Reporting of injuries, diseases and dangerous occurrences – accident book, reporting diseases, local byelaws, code of conduct, risk assessment.

Control of substances hazardous to health – replace lids, ensure ventilation for vapour and dust, avoid overexposure to chemicals, use chemicals correctly, follow storage handling use and disposal, correctly dispose of contaminated waste/products (in a closed top bin), check end date on packaging, store away from heat, damp and direct sunlight, follow relevant manufacturer's instructions, no smoking, eating or drinking.

Health and safety legislation:

Data protection, electricity at work, employers' liability (compulsory insurance), fire precautions, first aid at work, health and safety at work, local government miscellaneous provisions, occupiers' liability, local byelaws.

Regulations:

Control of substances hazardous to health, management of health and safety at work, manual handling, personal protective equipment, reporting of injuries, diseases and dangerous occurrences, workplace (health and welfare).

Hazards and risks:

A hazard is something that has the potential to cause harm. A risk is the likelihood of a hazard happening.

Employer responsibility:

Current and valid liability insurance, display health and safety rules (covering staff, employees, clients and fire evacuation), provide regular training, accurate record keeping, monitoring.

Hazards:

Something with potential to cause harm, requiring immediate attention, level of responsibility, report, nominated personnel, duty to recognise/deal with hazards.

Equipment – only used for intended purpose, safe usage, handling, storage, cleaning, lifting, visual checks, worn, faulty, repairs, maintenance, portable appliance testing, correct disposal of contaminated waste, records.

Learning outcome 1: Be able to prepare for intimate waxing for female clients (continued)

Security (cash):

Staff training, point of sale, regular banking, in transit.

Security (people):

Staff, clients, visitors, children, personal belongings, systems (security, emergency evacuation, storage, client records, business information).

Risk:

Likelihood of a hazard happening, risk assessment, determine the level of risk, preventative measures, reduce a potentially harmful situation, judgement of salon hazards, who/what is at risk, level of risk, interpret results, conclusions, record findings, regular reviews.

Reasons for risk assessment:

Staff, visitors, client health and safety, safe environment, minimise hazards and risks, requirement of legislation.

Hygiene:

General – sterilise and sanitise tools, disinfect work surfaces, cover cuts and abrasions, sanitise therapist's hands before and after treatments, sanitise with sprays and gels, clean towels between clients, place dirty towels in covered bin, use disposable towels, dispense products with a spatula, pump or spray, use disposables wherever possible, no smoking, personal hygiene, replace loose lids, uncapped bottles and pots.

Sterilisation – (tweezers/scissors) autoclave, glass bead, chemical, UV cabinet for storage only.

Disinfection – heat or chemical methods, bactericides, fungicides, viricides, UV cabinet for storage only.

Disposal of waste – single use items, pedal bin with a liner, spillages and unused chemicals, contaminated waste, hazardous waste, environmental protection.

Therapist posture and deportment:

Correct posture when sitting, lifting and carrying, working methods to avoid Repetitive Strain Injury (RSI), hand exercises, standing posture, even weight distribution, client comfort, maintain modesty, client correctly positioned to get maximum benefit from treatment, ensure technician positioning delivers appropriate techniques, appropriate space between client and technician, prevent injury, optimum results, allow for visual checks.

Work area:

Clean and hygienic, height adjustable chair, correct posture, correct couch height, lighting, ventilation, noise, music, temperature, ambience, no trailing wires, no obstructions, tools and equipment in a safe working position for therapist.

Client preparation:

Protect client clothing, ensure client positioned correctly and comfortable, respect privacy and modesty, remove underwear, if necessary (if long) trim the pubic hair to a suitable length for wax removal.

Communication:

Verbal – speaking manner and tone, professional, supportive, respectful, sensitive to client, open questioning related to treatment.

Non-verbal – eye contact, body language, listening.

Learning outcome 1: Be able to prepare for intimate waxing for female clients (continued)

Record keeping:

Accurate appointment systems, stationery, loyalty, rewards, acknowledgement of occasions, consultation record keeping, contra-indications, signatures, refer to existing records, information clear, accurate and in logical order (name, address, contact numbers, age range, reason for treatment, occupation, sport/hobbies, medical history, allergies/hypersensitivity, contact lenses, contra-actions, contra-indications, skin sensitivity tests, adaptations and modifications, recommendations, requirements, treatment plan), update, record the treatment, update at each visit, maintained electronically, paper records.

Professional appearance:

Clean professional uniform, closed in footwear, no jewellery, no piercings, hair (neatly tied back, fringe secured), light day make-up, personal hygiene and cleanliness (shower/bath, cover cuts and abrasions, deodorant or antiperspirant), oral hygiene (clean teeth, fresh breath), nails (good condition and maintained).

Professional ethical conduct:

Polite, cheerful and friendly manner (friendly facial expressions, positive attitude, eye contact, open body language), client relations, confidentiality, respect for colleagues and competitors, avoid gossip, take pride in work, punctuality, employer and client loyalty.

Consultation techniques:

Client requirements, client satisfaction, client expectations and aftercare, signatures, visual, manual, listen, client card reference.

Treatment objectives:

Client needs and suitability, client agreement, realistic outcome, cost, duration and frequency of treatments, further treatments.

Recommendations to client:

Treatment process, expected sensations/skin reaction, outcomes, further treatments.

Aftercare advice:

Avoidance of activities that will cause contra-actions – exercise, swimming, heat treatments, other treatments, UV rays (for 24 hours), perfumed and chemical based products, self tan, restrictive clothing, touching area.

Home care advice – products suitable for home care (such as exfoliators) to assist with ingrowing hairs, skincare products. All aftercare and home care advice should be documented on record card.

Skin sensitivity tests:

Waxing products 24-48 hours before treatment, record results of patch test, client signature and date.

Interpret results of skin sensitivity test:

Positive – red, itchy, irritated, swelling.

Negative – no change to skin.

Patch test techniques:

Cleanse area (either wrist or ankle), apply and remove each waxing product to the area, leave for a minimum of 24 hours, explain positive and negative reaction, (if positive reaction experienced, record products used and where on the body they were placed on record card, with date, and advise that treatment cannot be carried out).

Importance of patch test:

To prevent allergic reaction, invalidation of insurance policy if not carried out, always follow manufacturers' instructions.

Learning outcome 1: Be able to prepare for intimate waxing for female clients (continued)

Treatment objectives:

Hollywood wax – all hair removed apart from around anus.

Brazilian wax – small strip of hair remaining down the front of the pubic area.

Playboy wax – complete removal of hair including anus.

Shaping wax – hearts, triangles, squares, circles.

Recommendations to clients:

Realistic shape (if not using a stencil), free hand is easiest for basic shapes as needs to be appropriate for hair density.

Terminology of genitalia:

Labia minor, labia major, clitoris, urethra, mons pubis, anus, vaginal opening, perineum, sphincter muscles.

Skin:

Epidermis – basal cell layer (stratum germinativum), prickle cell layer (stratum spinosum), granular layer (stratum granulosum), clear layer (stratum lucidum), horny layer (stratum corneum).

Dermis – blood and lymph supply, fibroblasts (collagen, elastin), hair, sebaceous glands, arrector pili muscle, dermal papilla, sweat glands (eccrine and apocrine), sensory nerve endings.

Hypodermis – subcutaneous layer, adipose tissue, adipocytes.

Functions of the skin – protection, heat regulation, absorption, secretion, elimination, sensation, formation of vitamin D, melanin production, process of keratinisation.

Structure of the hair – arrector pili muscle, hair follicle, inner root sheath (Henle's layer, Huxley's layer, cuticle layer), outer root sheath, vitreous membrane, connective tissue sheath, root (bulb/matrix, dermal papilla), sebaceous gland, shaft (medulla, cortex, cuticle).

Hair growth cycle – anagen, catagen, telogen.

Hair types – lanugo, vellus, terminal.

Hair functions – insulation and protection.

Examples of contra-indications that may prevent treatment:

Contagious skin diseases, severe skin conditions, urinary infections, sexually transmitted infections, thin or fragile skin, scar tissue under 6 months old, certain medication such as steroids, heat rash, sunburn, known allergies to products, skin sensitivities (reaction, lack of sensation), high blood pressure, pregnancy, genital warts, pubic lice, herpes, candida, oedema.

Examples of contra-indications that may restrict treatment:

Diabetes, moles, infected in-growing hairs, medication, skin tags, external haemorrhoids.

Possible contra-actions:

Minor blood spots, erythema, rash, bruising, burns, broken/in-growing hairs, removal of skin, abrasions, histamine/allergic reaction, excessive erythema, excessive and diminished regrowth.

Normal reactions:

Minor blood spots, erythema.

Alternative methods of hair removal:

Depilatory creams, shaving, tweezing.

Learning outcome 1: Be able to prepare for intimate waxing for female clients (continued)

Depilatory creams:

Advantages – no pain, economical, can be carried out at home, no skill required.

Disadvantages – short term solution, messy, not suitable for all skin types or all treatment areas.

Plucking:

Advantages – quick, economical, hairs grow back with tapered end.

Disadvantages – only suitable for small areas.

Shaving:

Advantages – quick, can be done at home, no pain, no skill required.

Disadvantages – short term, quick regrowth, bristly regrowth.

Effects on skin:

Some methods are not suitable for sensitive skin (depilatory creams), skin can be damaged by some methods of depilation.

Effects on hair growth:

Hair breakage – plucking.

Quick hair regrowth – shaving, depilatory creams.

Learning outcome 2: Be able to provide intimate waxing for female clients

Safe waxing procedures:

Wear gloves, storage and removal of clinical waste, manual handling, test temperature of wax on yourself and client prior to treatment and regularly during treatment, suitable positions require continued communication, managing expectations and controlling levels of discomfort, under no circumstances can wax be applied to a single area more than twice in one session (24 hours), if hairs are still present after application and removal of wax, use tweezing method, skin held taut upon application and removal of wax by therapist and client.

Products, tools and equipment:

Hot wax, warm wax, wax heater, muslin strips, scissors, spatulas, tissues, cotton wool, sterilised tweezers, pre-wax lotion, after wax lotion, sanitising lotion.

Treatment techniques (shaping):

Stencils, spatula.

Treatment techniques (positioning):

Labia held taut (prevent any tearing of the skin around the mons pubis and clitoris areas).

Learning outcome 2: Be able to provide intimate waxing for female clients (continued)

Treatment techniques

(application of wax pubic area):

Apply and remove wax in a downwards direction from the stomach towards mons pubis, never waxing over bone, never apply more than two inch sections of wax at a time.

Treatment techniques

(application of wax labia):

Using a 45° angle, apply and remove wax towards mons pubis from one inch onto the labia major and continue in small steps, waxing inside labia requires client to protect one side of labia with hand covering clitoris and labia minor, labia is held tight and waxed either from top to bottom, or bottom to top depending on direction of hair growth, stronger hair which may cause blood spots (wax in smaller sections), client pressure and support to keep skin taut around delicate tissues (e.g. clitoris).

Treatment techniques (removal of wax):

Remove hair from below the vaginal opening, client places one leg up, pulling her knee towards her chest with foot pointing out, hair removed from anus (towards the client), avoid the vaginal opening.

Application and removal of wax (anus):

Client lies flat on her front, client uses her own hands to gently prise buttocks apart, wax to be applied towards the sphincter muscle.

Treatment techniques (after wax):

After wax lotion applied, final result approved by the client, using a mirror if necessary.

Aftercare advice:

No heat treatments, no swimming, no perfumed products, avoidance of underwear which may cause friction as area will be sensitive (24-48 hours after treatment). Treatment recommended every 4 to 6 weeks.

Examples of diseases and disorders of the skin:

Allergic responses – dermatitis, urticaria.

Bacterial – impetigo, furuncle, carbuncle.

Fungal – tinea (capitis, corporis, pedis).

Hypertrophies – keratoma, mole, polyps, seborrhoeic warts, skin tags, verruca, xanthoma.

Infestations – pediculosis, scabies.

Inflammations – eczema, psoriasis.

Pigmentations – albinism, broken capillaries, chloasma, leucoderma, liver spots, naevus (portwine/strawberry), vitiligo.

Sebaceous glands – acne vulgaris, acne rosacea, comedones, cysts, furuncle, seborrhoea, steatoma, steatosis.

Sudoriferous glands – anhidrosis, bromidrosis/osmidrosis, hyperhidrosis, miliaria rubra.

Viral – herpes simplex/herpes zoster, warts, verrucas.

Lesions – bulla, crust, fissure, macule, papule, pustule, scale, tubercle, tumour, ulcer, vesicle, wheal.

Notes

Use this area for notes and diagrams



Notes

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