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# Unit Specification

## iUHB322 – Cut facial hair to shape using basic techniques

Unit reference number: D/617/8088

**Level: 2**

**Guided Learning (GL) hours: 42**

### Overview

This unit is about developing the knowledge and skills to prepare for and provide a professional and commercial finished service. Learners will use a variety of basic cutting techniques to produce a finished facial hair shape.

Learners will also develop their understanding of possible contra-indications, consider client lifestyle, equality and diversity and any other factors which affect and influence the cutting of facial hair.

Learners will need to maintain health, safety and hygiene barbershop/salon procedures throughout the unit. Additionally, learners must maintain their personal appearance and demonstrate effective communication and consultation skills.

### Learning outcomes

On completion of this unit, learners will:

LO1 Be able to cut facial hair into shape using basic techniques

LO2 Know how health and safety policies and procedures affect cutting facial hair to shape services

LO3 Understand the factors that may influence cutting facial hair to shape services

LO4 Understand the products, tools, equipment and techniques used for cutting facial hair to shape

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# Unit content

## LO1 Be able to cut facial hair into shape using basic techniques

### Prepare for facial hair cutting services

#### Taught content to include

- Preparation of learners should include:
  - Personal image, ensuring industry standards of dress
  - Clean and hygienic appearance, e.g. avoidance of overpowering odours – tobacco, heavy perfume/aftershave
  - Good communication and listening skills
  - Correct posture with weight evenly balanced
- Preparation of the working area to include:
  - Chair and work area to be clean before the client arrives
  - Chair is positioned correctly, including height
  - Adequate work area to allow safe use of haircutting equipment, e.g. using clippers
  - Products on display to be clean of dust and hair
  - Tools and equipment to be clean and sterilised
  - Electrical equipment to be visually checked before use
  - All tools and equipment to be positioned for ease of use
- Preparation of the client to include:
  - Clean protective garments for the client
  - Cutting collar/cape
  - Visual check of client's hair, scalp and skin for signs of cuts, sores, abrasions or infections; check hair for infestations and suitability of service
  - Removal of obstructive jewellery
  - Check client record card (where appropriate) for previous services and client history

## **Apply safe and hygienic methods of working throughout services**

### Taught content to include

- Ensure there is sufficient stock, which is used appropriately to minimise the wastage of products
- Ensure resources are clean and all hygienic precautions are followed to minimise the risk of cross-infection
- Cleanse/sterilise tools and equipment
- Check the clippers are in good working order and correctly aligned
- Work safely throughout the service to minimise risk, harm or injury to self or others
- Ensure equipment and products are readily available and free of dust and hair
- Ensure barber/stylist maintains good posture throughout the service
- Ensure the client maintains the correct posture and comfort throughout the service to avoid a hazard or a risk
- Remove hair cuttings from the client's skin promptly to prevent discomfort or irritation to the client
- Clear away/sweep the hair from working area to prevent accidents by slipping on the hair
- Ensure manufacturers' instructions are followed and used safely to minimise harm or injury to self or others when using products and equipment
- Ensure that waste is disposed of hygienically and appropriately
- Ensure hygienic working practices throughout the service including own personal hygiene, e.g. eliminating offensive body odour or strong smell of tobacco
- Make effective use of their working time, e.g. ensure all tools and equipment are set up prior to the facial hair cutting service, to avoid leaving client to get a cutting tool

## Consult with clients to confirm the desired look

### Taught content to include

- Assess the hair conditions for contra-indications and suitability for the facial hair cutting service to include:
  - Hair classification
  - Hair characteristics
  - Hair elasticity, porosity, texture, density, condition, growth patterns and hair length
- Assess the skin/scalp/neck condition to assess for contra-indications and the suitability of the facial hair cutting service to include:
  - Cuts, sores and abrasions
  - Hyperpigmentation
  - Uneven skin surfaces
- Consulting and confirming with the client before the facial hair cutting service commences to agree the chosen style, desired look and finished result
- Explaining each stage of the facial hair cutting service to the client
- Agreeing products, process and possible equipment to be used
- Checking throughout the service to meet the client's needs
- Use visual aids where appropriate, e.g. photos (style book) internet search for images of styled facial hair effects
- Discussing client's needs and requirements, e.g. facial hair cutting to disguise a facial feature
- Discussing limitations or adaptations that may be required, e.g. using freehand cutting to leave length to cover a bald patch of beard
- The importance of informing the client of the likely cost, duration and expected outcome of the service

## Carry out a suitable questioning process with the client for the service

### Taught content to include

- Understanding the client's requirements and expectations of the chosen facial hair cut, e.g. the particular beard/moustache style a client wants
- To provide the client with the opportunity to ask questions (where necessary)
- To ensure the client is comfortable
- To gain information on how they maintain their hair, lifestyle and commitment to the chosen facial hair cut, e.g. a facial hairstyle that requires a lot of grooming may not suit a busy lifestyle due to time limitations
- To ensure and confirm that the client's expectations are met for the finish
- The legal significance of client questioning and the recording of client's responses to questioning
- The importance of informing the client of the likely cost, duration and expected outcome of the service
- The importance of confirming client's satisfaction

## Select suitable products, tools and equipment for cut facial hair to shape services

### Taught content to include

- Products:
  - Moustache wax – small amounts are applied to dry hair to create a textured look and give a small degree of hold. Some waxes require softening in the hands first to make them malleable before application. Not suitable for very fine hair
  - Beard oil – conditions and adds moisture and shine to the hair once cut
- Tools:
  - Scissors – used to remove length and bulk from the hair. Creates blunt ends to the hair for detailing and for blending outlines
  - Clippers – remove length from the hair and may be used for neckline shaping/tidying/fading
  - Clipper attachments/grades – added to the clippers, allowing hair length to be shortened using different size grades:
    - Grade 1 - 3mm
    - Grade 2 - 6mm
    - Grade 3 - 9mm
    - Grade 4 - 12mm
    - Grade 5 - 15mm
    - Grade 6 - 18mm
    - Grade 7 - 21mm
    - Grade 8 - 24mm
  - Trimmers – removes hair length. Smaller, lighter and more versatile than clippers, ideal for sideburns and removal of neck hair
  - Razor – used to remove hair outside the facial shape
  - Combs – small tooth comb used to control the hair when cutting. Wider tooth combs can be used to leave more length when using scissor over comb
  - Sectioning clips/clamps, (if required) used to keep accurate cutting lines by keeping longer head hair out of the way when cutting facial hair
  - Eye pads – placed over client's eyes, dispose of after use
  - Neck strips – placed around the neckline to protect client when working on shorter styles to avoid hair clippings slipping down below the gown. Dispose of after use
- Equipment:
  - Mirror, used to show the client the sides of the beard or to confirm required length to be cut
  - Cape/gown used to protect client's outer garments from hair cuttings
  - Cutting collar/cape (if used) used to protect the neck area from hair cuttings
  - Neck brush, used to remove unwanted hair cuttings from around the client
  - Hand held hairdryer (if required) to dry/style hair longer facial hair

## Carry out cut facial hair to shape services

### Taught content to include

- Choose the most appropriate methods of cutting hair depending upon the hair type, classification and characteristics as identified during consultation. To include facial hair cutting methods and techniques:
  - Freehand
    - Cutting hair with no tension without holding the hair with the hand, fingers or tools. The hair is cut flat against the skin. Used to form outline shape around neck, ears or fringe area
  - Scissor over comb
    - Hair supported by comb when cut with scissors. Often used for very short styles cut into nape/sides, shortens to less than finger depth. Used in men's facial hair cut to blend the beard into the side layers of the haircut
  - Clipper over comb
    - Used on dry hair. Clippers are used in a similar technique to scissor over comb to achieve shorter styles, giving a sharper finish
  - Fading
    - Hair is removed to fade away to nothing using scissors or clipper over comb. Clippers without the addition of grades may also be used to achieve a cleaner result. Suitable for all hair types and can be used where there may be a difficult growth pattern around the hairline where hair requires removing or blending into the haircut
- Facial hair cutting styles to include:
  - Tapered beard line
    - Blends rather than solid outline
  - Full beard outlines
    - Stubble – a neatened, full beard with several days growth
    - Curtain rail – a narrow beard following the mandible
  - Partial beard any facial hair that is neither a full beard nor a moustache
    - Anchor – a beard shaped like an anchor from the centre of the bottom lip and around and up the chin
    - Pharaoh – a beard starting from the base of the chin. It can be of any length
    - Goatee – a narrow beard which circles the mouth and chin
  - Moustache only
    - Mexican moustache – a moustache following the natural line of the upper lip and extends down towards the chin
    - Pencil moustache – a narrow moustache following the natural line of the upper lip
    - Rooftop moustache – a moustache that extends from under the nose to form a straight “chevron” shape
  - Eyebrow trim
    - Trimmed by using a scissor or clipper over comb method. Clients eyes are adequately protected from hair clippings, e.g. eye pads are used for protection
- Neckline and outline shapes are created taking into account head and face shape and neckline growth patterns
- Undertaking remedial action to resolve emerging issues during the facial hair cutting service
- Ensure the correct techniques are used for electrical equipment

- Controlling the cutting tools and equipment to minimise the risk of damage to the hair, client discomfort and to achieve the desired look

### **Apply the correct technique during cut facial hair services**

#### **Taught content to include**

- Reasons for using the correct products, tools and equipment for the hair classification, characteristics and length to include:
  - Ensure products are suitable for the hair classification and characteristics, e.g. using appropriate styling products such as beard oil
  - Applying products appropriate to the service in logical sequence
  - Ensure the tools are suitable for the hair classification and characteristics, e.g. using the correct tools to cut hair
  - The importance of controlling the hair with chosen tools
  - Ensuring the equipment is suitable for the hair classification and characteristics, e.g. if using a razor, the skin is prepared
- Applying the correct tension to the skin, pulling taut, e.g. ensuring the skin is sufficiently lubricated and taut enough for the razor to pass over without damage
- Adapting techniques where required to take into account specific hair growth patterns, e.g. ensuring clippers are moved over areas of unusual growth against the hair growth
- Use of equipment – e.g. when using a barbering chair adapting the position to suit the client, ensuring the chair is locked into place when reclining so the chair doesn't tip over

### **Communicate effectively when providing cut facial hair services**

#### **Taught content to include**

- Use open questions that require more than one answer to gain information from the client
- Use closed questions which can be used to close the consultation service and confirm agreement from the client
- Adopt a positive body language, examples will include good stance, arms uncrossed, eye contact and smiling
- Establish client requirements – avoids misunderstandings, ensures client satisfaction, reduces complaints
- Create positive working relationships with clients, staff, visitors
- Improve client retention, for example, a client will be more inclined to return to a barber/stylist who has communicated well and offered the best advice suited to their needs
- Importance of giving the client realistic expectations of the chosen service(s)
- Language difficulties, e.g. limited speech, vocabulary or accents may present a barrier
- Cultural differences, e.g. choice of vocabulary could potentially cause offence
- Physical disabilities, e.g. speech, hearing problems may present a barrier
- Psychological difficulties, e.g. low self-esteem and a lack of client confidence may make communicating difficult
- The importance of not discriminating against clients with illnesses and disabilities

## **Provide clients with advice and recommendations on the service(s) provided**

### Taught content to include

- Products to use, e.g. use of moustache wax and beard oil
- Home care maintenance, for example the routine could include styling using wax or oil
- Importance of exfoliating, to ensure prevention of in-grown hairs
- Discussing client's every day activities and working patterns, e.g. in some occupations facial hair either moustache and/or beard is not permitted for men
- Discussing client's needs and requirements for future services, for example the need to grow a part of the facial hair to gain a certain style
- Discussing limitations, e.g. some facial contours may inhibit a chosen beard style or may require the client to grow the hair in a specific way to achieve the desired results
- Suggested interval between cuts, the client should be aware of the recommended time to return for maintenance of the style
- Other offers or promotions, for example barbershop/salon loyalty cards



## LO2 Know how health and safety policies and procedures affect cutting facial hair to shape services

### The responsibilities for health and safety in own role

#### Taught content to include

- Relevant legislation for consultation, client care, confidentiality and consumer/retail, for the country the qualification is taken, which includes: General Data Protection Regulation (GDPR), consumer rights, health and safety, equality. Health and safety regulations for the country where the qualification is taken, examples within the United Kingdom would include:
  - The Health and Safety at Work Act
  - The Management of Health and Safety at Work Regulations
  - Provision and Use of Work Equipment Regulations
  - Personal Protective Equipment at Work Regulations
  - Electricity at Work Regulations
  - Reporting Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)
  - The Consumer Protection Act
  - The Trade Descriptions Act
  - Control of Substances Hazardous to Health Regulations (COSHH)
  - Barbershop/salon insurance requirements, employers liability, public liability, professional indemnity
- Responsibilities for health and safety to include:
  - The reasons why all staff working in the barbershop/salon have a responsibility for the health and safety of themselves and others
  - The barbershop/salon safety regulations to ensure their actions do not put others at risk, which includes: all staff, clients and visitors
- Additional factors will include:
  - The reasons why it is important to accurately describe the features and benefits of products and services
  - The reasons and importance for gaining client consent
  - The maintenance of the barbershop/salon environment including:
    - The comfort of the barbershop/salon
    - Cleanliness of the barbershop/salon to prevent cross infections via direct or indirect contact
    - Provisions and use of workplace equipment – using only products, tools and equipment trained to use
    - Reasons for personal protective equipment (PPE), e.g. using garments/gown for clients when cutting facial hair
    - Making visual checks on all electrical equipment and reporting faults/isolating power, e.g. trimmers for removing neck hairs outside the beard shape
  - Ensuring manufacturers' instructions are always followed when using products and equipment that are associated with the facial hair cutting service
  - Responsibilities of reporting certain work-related incidents or accidents, diseases and dangerous occurrences to a senior staff member
  - Ensuring the public are protected from unsafe goods or misleading price indications

- Prevent a false trade description of any goods that are supplied or offered, or prevent a false statement about the provision of any service
- Ensure that all personal client data records remain safe and confidential
- Update client records following services
- Disposing of waste and hair cuttings correctly and hygienically

### **The potential hazards and possible risks that may occur in the workplace and affect services**

#### **Taught content to include**

- Hazards – anything that has the potential to cause harm, e.g. clippers incorrectly aligned
- Risks – a chance, high or low, that harm caused by the hazard may occur, e.g. potential to cut client's skin
- Working safely throughout the facial hair cutting service, an example may include ensuring there is adequate room around the client and no obstructions
- Ensuring use and maintenance of any equipment is monitored, e.g. conduct visual checks such as ensuring clippers are checked for loose wires and blade settings
- Ensuring the client is comfortable and free from harm throughout the service, e.g. ensuring the barber chair is locked in place before adjusting into the recline position
- Disposing of waste appropriately to minimise risk of cross-infection and ensure there is no unnecessary risk to the environment, e.g. remove hair cuttings from the floor immediately after the facial hair cutting service
- The Control of Substances Hazardous to Health (COSHH), or legislation relevant to the country, including handling and storage of all products, tools and equipment
- The course of action to be taken when accidentally cutting client's skin
  - Cut client's skin – stop immediately, provide sterile cloth to client to hold against the cut skin, provide plaster for client to apply. Stylist to wash hands to remove blood from own skin, stylist to wear gloves if applying plaster to client cut
- The importance of ensuring a thorough visual check of the hair, skin and scalp is performed prior to the service to prevent cross-infection, e.g. ensuring the skin is not tender when combing facial prior to cutting
- Risk of electric shock when using electrical equipment to enhance the service to include potential hazards of trailing wires
- Fire – the barbershop/salon's policy in the outcome of a fire and where the assembly point is
- The need to ensure personal protective equipment (PPE) requirements are followed for both client and barber/stylist

## **The safe and hygienic working methods and practices that must be followed throughout the services**

### **Taught content to include**

- The use of clean towels and gowns for all clients
- The use of clean and sterile tools and equipment for all clients
- The importance of the correct personal protective equipment (PPE) for the barber/stylist and client
- Protecting the client's skin when using electrical equipment, e.g. checking blade alignment before using clippers and trimmers to avoid cutting the skin
- Safe work practices and use of tools and equipment to include:
  - Prevention of cross-infection, e.g. covering any open cuts
  - The need to be organised and ready to undertake a facial hair cutting service
  - The maintenance of tools and equipment
  - Avoidance of trailing wires
  - Avoidance of sprayed water or products on the floor
- Organisation of working area – there should be adequate room to allow the barber/stylist to work safely when using the electrical equipment

## **The safe working methods to operate the barber chair**

### **Taught content to include**

- The use of correct and safe controlling techniques whilst using the barber chair during the facial haircutting service
- The importance of ensuring there are no objects, cables or people obstructing the chair, foot pedal or footrest before operating
- The methods of operating or adapting the barber chair depending on manufacturers' instructions to include:
  - Adjusting the height
    - Chair height – can be raised or lowered to avoid the barber/stylist stretching or straining when bending during cutting services
    - Raising the chair – pump the foot pedal gently (following manufacturers' operating instructions)
    - Lowering the chair – gently press down and hold the foot pedal (following manufacturers' operating instructions)
    - When operating the foot pedal care should be taken to avoid hitting the backrest with the knee
  - Adjusting the back rest
    - Back rest – this can be reclined to allow for a better client position when working on the face or neck
    - Before reclining the chair, ensure the head rest is extended to support the client's neck and head
    - Prepare the client that the chair will be reclining, then push the recliner arm/switch (following manufacturers' operating instructions)
    - Ensure the chair is locked into position to avoid sudden movements that could cause injury such as cutting the face or neck
  - Adjusting the head rest

- Head rest – this can be extended to support the neck and head when the chair is in the recline position
  - Ensure the head rest is extended before reclining
  - Once full recline is achieved adjust the head rest to suit the client’s body shape (following manufacturers’ operating instructions)
- Rotating
  - Chair rotation – the chair can be rotated to allow access for clients to get in and out of the chair, and the barber/stylist achieve a better cutting posture
  - Before rotating the chair, ensure that the client’s feet are not going to be pinched between the footrest and the foot pedal
  - To rotate the chair ensure that it has been unlocked (following manufacturers’ operating instructions), then swivel the chair carefully with two hands
- Locking
  - To unlock, gently press down on the foot pedal/lock pedal (following manufacturers’ operating instructions)
  - To lock the chair in place, gently press upwards on the foot pedal/lock pedal (following manufacturers’ operating instructions)
- The importance of the barber’s chair being at its lowest position to allow the client to enter and exit the chair
- The safety advice to the client, e.g. should be instructed not to enter and exit the chair by stepping on the foot rest as this will cause the chair to tip over
- For comfort and stability while seated, the client should be advised to keep their feet on the footrest

## Contact dermatitis and how it can be prevented

### Taught content to include

- Recognising contact dermatitis symptoms
- Contact dermatitis – is a rash caused by the skin reacting to a substance it has come into contact with, e.g. chemicals. Symptoms can be varied and include:
  - Skin redness
  - Extreme itching
  - Oozing or blisters, may make skin swell
  - Skin that appears darkened or hard/leathery to touch that may become dry or flaky
  - Sensitive to products and sunlight
- How to avoid contracting contact dermatitis and preventing measures which may include:
  - Wearing gloves (recommended) when shampooing hair prior to cutting service
  - Rinsing and drying hands thoroughly
  - Use of moisturisers or barrier creams
- Following Control of Substances Hazardous to Health (COSHH) regulations
- Following and adhering to manufacturers’ instructions when using products to enhance a hair style

## **The importance of questioning clients prior to and during services**

### **Taught content to include**

- Understanding what the client wants and their expectations of the chosen finished style or beard/moustache outline
- To ensure the amount of hair to be cut is agreed
- To provide the opportunity for the client to ask questions
- To check that the client is comfortable
- To ensure the client understand the process
- To gain information on how they maintain their hair, lifestyle and commitment to the style
- To ensure the client's expectations are met
- The legal significance of client questioning and the recording of client's responses to questioning

## LO3 Understand the factors that may influence cutting facial hair to shape services

### The factors that influence cut facial hair to shape services

Taught content to include

- Hair classification

Hair classifications table			
Type 1: Straight hair	1A - Fine/thin	1B - Medium	1C - Coarse
	Straight	Straight with volume	Straight difficult hair
Type 2: Wavy hair	2A - Fine/thin	2B - Medium	2C - Coarse
	'S' pattern	Frizzy 'S' pattern	Very frizzy 'S' pattern
Type 3: Curly hair	3A - Fine/thin	3B - Medium	3C - Coarse
	Soft curl	Loose curl	Tight curl
Type 4: Very curly hair	4A - Fine/thin	4B - Medium	4C - Coarse
	Tight coiled curl pattern	'Z' pattern and spring curl	Tight 'Z' pattern

- Hair characteristics:
  - Elasticity – the hair's ability to stretch and retract to its original size
  - Porosity – the condition of the cuticle
  - Texture – the feel of an individual hair – fine, medium or coarse, examples may include:
    - Caucasian – wavy and straight
    - African type – very curly, fine, medium
    - Asian – straight
  - Density – the number of hairs on the skin, can be defined as low, medium or high density
  - Hair condition – may be affected by external elements
  - Growth patterns – the direction in which the hair grows from the skin and how difficult growth patterns can influence chosen service/style
  - Head and face shape and size – this relates to the overall shape and size of the client's head and includes any specific features and may influence beard or moustache styles when applying a facial haircutting service
  - Lifestyle – this is about the client's everyday activities and working patterns
  - Hair length – this will affect the general condition of the hair
- Adverse skin conditions – can vary client to client, e.g. hyperpigmentation, excessive scarring/pitting on the face care needs to be taken when working on the skin
- Skin elasticity – when skin ages, it becomes more elastic. Outlining and hair removal on the face and neck should be trimmed with the skin in a neutral relaxed position. This is the best way to cut the hairs close, but not too close
- Lifestyle – will influence the longevity or suitability of a finished style
- Facial contours – this relates to the features on the face that protrude
- Facial piercings – if the client has facial piercings it is important to take care with combs and clipper attachments, so as not to catch and pull them, causing discomfort to the client

## The ways of dealing with any influencing factors

### Taught content to include

- Hair classifications and characteristics may influence the facial hair cutting methods, and techniques employed
- The reasons why these factors may also affect the possible desired style
- Contra-indications that may prevent services to include:
  - Adverse skin conditions
  - Bacterial, viral or fungal infections
  - Infections or infestations
- Texture:
  - The circumference of an individual strand of hair. Hair can be fine medium or coarse. Texture may affect the appearance of the density of the facial hair, e.g. the client may have coarse hair but not a lot of individual hairs, so when cutting the facial hair will need to be left longer to avoid bald patches
- Density:
  - This is defined as the number of hairs on the client's face, hair can be low, medium or high density. Density will affect the choice of tools and products used and the time of the service, e.g. the use of beard oils to moisturise and smooth hairs on thicker, dense coarse hair
- Hair length:
  - To be considered on a client by client basis when cutting, e.g. fine and curly hair will need to be left longer to make it look denser/thicker, whereas thick or coarse straight hair can be taken shorter and still look dense
  - The need to adapt cutting methods according to hair length
- Growth patterns:
  - This relates to the direction in which the hair grows from the skin and may influence the shape of the beard or moustache, or how to finish off the neckline shape of a beard trim
  - The importance of selecting the appropriate tools and techniques, e.g. some beards have swirls in them so the angle and/or direction in which the hair is cut will have to be changed
- Head and face shape and size:
  - This relates to the overall shape of and size of a client's head and includes any specific features
  - The importance of ensuring that the client has a style they can manage and suits their overall appearance, e.g. for a client with a round face a round neckline should be avoided as this would emphasise the roundness of the face. Additionally when cutting moustaches, they should reflect the size of the nose, mouth and upper lip, e.g. a small mouth would suit a narrow, short, thin pencil moustache, and a wide mouth with prominent upper lip would suit a heavy handlebar moustache
- Adverse skin conditions:
  - Can vary client to client, e.g. hyperpigmentation, excessive scarring/pitting on the face, care needs to be taken when working on the skin
- Skin elasticity:
  - When skin ages, it becomes more elastic

- The importance of using correct skin tautness, e.g. outlining the hair on the face and neck, should be trimmed with the skin in a neutral relaxed position
- How excessive pulling and stretching of the skin can cause the hair to protrude a bit farther than normal
- Trimming over-stretched skin may cut the hairs below the surface of resting skin, thus increasing the risk of ingrown hairs
- The importance of assessing each client's skin as to how much tension is required when cutting, e.g. when cutting the neck hairs, the free hand should be used to gently pull the skin taut to avoid nicks and razor burn, without pulling the skin too tightly causing razor bumps and ingrown hairs
- Lifestyle:
  - This is about the client's every day activities and working patterns, e.g. in some occupations facial hair, either moustache and/or beard, is not permitted for men
- Facial contours:
  - This relates to the features on the face that protrude
  - The importance of using correct techniques when cutting over the contours and the importance of changing the angles, direction and pressure (when using clippers or trimmers) to avoid nicks or razor burn. Examples may include: eye socket, cheek bones, nose, lips, chin, jaw, Adam's apple
- Facial piercings:
  - This relates to why facial piercings are important to note when using combs and clipper attachments, so as not to catch and pull them, causing discomfort or damage to the client's skin. Where possible ask the client to remove before the cutting service
- Hair length:
  - This will affect the general shape of the beard or moustache. If the hair is long, shapes can be created and the use of products will be important after cutting to ensure the desired result is achieved, e.g. moustache wax used on long moustaches will produce a defined and smooth result
  - The hairstyle may also influence the facial hair shape required

### Contra-indications and how they affect cut facial hair services

#### Taught content to include

- A contra-indication to the hair and scalp can prevent or alter the service, products or techniques used in the cutting facial hair to shape service. Contra-indications to include, bacterial, viral or fungal infections. Contagious conditions can be passed from person to person and will prevent services, to include:
  - Bacterial infection examples include:
    - Barber's itch, e.g. possible infection around ears/hairline
    - Impetigo – begins as blisters that itch, then fill with a yellowish-brown fluid that, once ruptured, becomes a flat crust
    - Folliculitis – infection of the hair follicle, causes bumps with pus. May be painful, itchy, sore or swollen
  - Viral infection examples include:
    - Herpes simplex, a raised red blister full of fluid. It will usually be painful and tender to the touch



- Warts, small, fleshy, grainy bumps usually flesh-coloured, white, pink or tan. Rough to the touch and can be sprinkled with black pinpoints, which are small, clotted blood vessels
- Fungal infection examples include:
  - Ringworm – depends where it appears but may be red, itchy, scaly, or raised patches that develop blisters or begin to ooze. Patches that may be redder on the outside edges creating a ‘ring’ effect
- Infestation/parasites examples include:
  - Head lice – are tiny grey/brown insects. Head lice cling to hairs but stay close to the scalp which they feed off. Head lice lay eggs which hatch after 7 to 10 days. It takes about 7 to 10 days for a newly hatched louse to grow into an adult and start to lay eggs known as nits. Nits are the empty yellow-white eggshells which are left when the lice hatch. Nits look like dandruff but stick strongly to hair
  - Scabies – itchy skin condition causing a rash which may cause tiny blisters or sores where mites have burrowed into the skin
- Non – contagious, contra-indications which might contribute to preventing or restricting a facial hair cutting service, e.g. a client with an allergy to perfumes or oils may not be suited to some products, to include:
  - Scalp sensitivity – an inflamed, sore and red scalp may prevent direct heat being placed on scalp and care should be taken when using products
  - Sebaceous cyst – lump on top or under scalp/head, care should be taken when using brushes and combs, hair could be styled to cover lump
  - Psoriasis – dry silvery scales of skin, care should be taken when using brushes and combs not to catch the skin. Certain products may cause the condition to worsen
  - Contact dermatitis – dry, red, sore, itchy and may be weeping. Care should be taken when using brushes and combs not to catch the skin. Certain products may cause the condition to worsen
  - Recent scar/tissue injury, may be tender when using combs or brushes
  - Hair loss, possible after medication, stress or trauma (alopecia), use tools and equipment carefully to avoid damage to hair or skin
  - Hyperpigmentation – darker patches of skin caused by skin damage from scarring, ingrown hairs, shaving cuts, predominately occurring in Asian and African Caribbean skin types – extra care needs to be taken when cutting the neck and face hair to avoid nicks and ingrown hairs as they will leave darker marks on the skin
  - Uneven skin surface – excessive pitting and scarring in facial hair/neckline regions caused by extreme acne, adapt and use tools to avoid further damage to the hair line
- Hair defects, contra-indication examples include:
  - Trichorrhexis nodosa – hair which breaks easily. Symptoms can include patches of hair loss or extremely short hair that appears not to grow. The hair shaft has thickened or thinned areas or has excessively split ends with discolouration. Use tools and equipment carefully to avoid damage to hair
- The course of action to be taken if contra-indications are suspected to include:
  - The limits and boundaries of duties
  - Not to offer diagnosis
  - Which conditions need reporting and when
  - Who to report to and where to record the findings

- Referral for medical attention or advice
- History of previous allergic reaction

### **The importance of identifying factors that may limit or affect services**

#### **Taught content to include**

- Factors to include:
  - Contra-indications
  - Growth patterns
  - All tests including density, porosity and elasticity
  - Head and face shape, lifestyle
  - Hair characteristics and classifications
  - Skin abnormalities
  - Facial/skin piercings
- To avoid mistakes, examples may include:
  - Preventing damage to the hair and skin
  - Preventing legal action
  - Informed consent
  - Avoiding cross-contamination

### **The importance of preventing cross-infection and cross-infestation**

#### **Taught content to include**

- How to avoid cross-contamination, cross-infection or infestation – use of correct sterilising and disinfecting methods for all tools and equipment
- Ensuring the client's skin and hair are checked prior to the facial hair cutting service
- Avoidance of cross-contamination, e.g. using unclean tools or protective garments from one client could contaminate the next clients' hair, skin or scalp
- Ensure the professional barbershop/salon image is maintained

## The methods of sterilisation and disinfecting methods used in barbershops and salons

Taught content to include

- Tools, equipment and work surfaces must be kept clean, well maintained and sterilised or disinfected
- Sterilisation and disinfecting will prevent cross-infection/contamination:
  - Sterilisation – the killing of organisms such as bacteria, fungi and parasites
  - Disinfecting – the elimination of the most harmful microorganisms (not including their spores) from surfaces or objects
- The methods of cleaning and sterilisation:

Cleaning/sterilisation	Tools	Use/instructions
Autoclave	Metal tools for hair, e.g. scissors	Steam is used at high temperatures to sterilise equipment. Tools/equipment usually take 20 minutes to sterilise; autoclaves are not suitable for wooden handled tools
Chemical sterilisers	Scissors, combs, brushes, sectioning clips	Mostly used in chemical jars, a solution is made following manufacturers' instructions. Tools are submerged for 20 minutes to be fully sterilised. Also available in a spray form to avoid rusting for metal cutting tools and equipment
Ultra-violet cabinet	All tools	Ultra-violet rays sterilise tools, turn tools after 20 minutes to ensure both sides are fully sterilised
Moist heat	Towels, gowns	Hot cycle on washing machine used to kill bacteria and clean effectively
Cleaning detergents	Work surfaces	Must be used at correct concentrations and used mostly to decontaminate surfaces and air

## LO4 Understand the products, tools, equipment and techniques used for cutting facial hair to shape

### The importance of preparing the hair prior to cutting facial hair

#### Taught content to include

- The importance of preparing hair prior to facial hair cutting to include:
  - Checking there are no excess products remaining in the hair to inhibit the facial hair cutting service, e.g. moustache wax
  - Checking hair growth patterns/natural fall of the facial hair
  - Checking hair and scalp prior to shampooing if cutting hair wet to remove dirt/debris, product build-up (if necessary where both hair and facial hair are being cut)
  - Checking hair and scalp if cutting dry hair
  - Checking for influencing factors
  - Checking for contra-indications/signs of infections or infestations
  - Checking for facial piercings that may inhibit the service
  - Checking for facial contours that may inhibit the service

### The products, tools and equipment available and the effects they achieve

#### Taught content to include

- Products:
  - Moustache wax – small amounts are applied to dry hair to create a textured look and give a small degree of hold. Some waxes require softening in the hands first to make them malleable before application. Not suitable for very fine hair
  - Beard oil – conditions and adds moisture and shine to the hair once cut
- Tools:
  - Scissors – used to remove length and bulk from the facial hair
  - Clippers – removes length from the facial hair and may be used for neckline shaping/tidying/fading
  - Clipper attachments/grades – added to the clippers allowing hair length to be shortened using different size grades. Grade 1 (3mm) being the smallest and will remove hair to shortest length and grade 8 (24mm) being the largest, taking off less hair:
    - Grade 1 - 3mm
    - Grade 2 - 6mm
    - Grade 3 - 9mm
    - Grade 4 - 12mm
    - Grade 5 - 15mm
    - Grade 6 - 18mm
    - Grade 7 - 21mm
    - Grade 8 - 24mm
  - Trimmers – removes hair length. Smaller, lighter and more versatile than clippers, ideal for sideburns and removal of neck hair

- Razor – used to remove hair outside the facial shape. Use of open blade razors is governed by local by-laws and government regulations of the country. Within the United Kingdom all blades must be disposed of in an appropriate ‘sharps’ box and changed after every client. Ensure regulations for using open blades are known and followed appropriately
- Combs – small tooth comb used to control the hair when cutting. Wider tooth combs can be used to support hair when cutting longer lengths
- Equipment:
  - Mirror, used to show the client the sides and back of the haircut or to confirm required length to be cut
  - Sectioning clips/clamps, (if required) used to keep accurate cutting lines by keeping longer head hair out of the way when cutting facial hair
  - Barber’s chair – to aid client comfort and allow the stylist to maintain the correct posture and positioning whilst cutting facial hair
  - Cape/gown used to protect client’s outer garments from hair cuttings
  - Cutting collar/cape (if used) used to protect the neck area from hair cuttings
  - Eye pads – placed over client’s eyes , dispose of after use
  - Neck strips – placed around the neckline to protect client when working on shorter styles to avoid hair clippings slipping down below the gown. Dispose of after use
  - Neck brush, used to remove unwanted hair cuttings from around the client
  - Hand held hairdryer (if required) to dry/style hair or remove excess moisture from longer facial hair

### The correct maintenance of cutting facial hair tools and equipment

#### Taught content to include

- Scissors – maintain by removing loose hair, wipe clean, sterilise, store in appropriate pouch, and sharpen if required, only use for cutting hair
- Clippers – maintained by brushing the loose clippings out, wipe clean, oil, ensuring blades are aligned, lead is tidy for storage, e.g. PAT tested in the United Kingdom
- Clipper attachments – maintain by wiping clean, place in sterilising solution, wash and dry, store in a clean container
- Trimmers – maintained by brushing the loose clippings out, wipe clean, oil, ensuring blades are aligned, lead is tidy for storage, PAT tested
- Razor – maintain by removing loose hair, wipe clean, sterilise, and store in appropriate pouch, change blade regularly, dispose of blade in sharps bin
- Combs – maintain by cleaning comb of hair clippings, place in sterilising solution, wash and dry, store on clean receptacle/area
- Neck brush – maintain by cleaning in hot soapy water and allowing to dry
- Mirror – maintain by cleaning for smear free reflection, store at workstation
- Gown – maintain by brushing off loose hair clippings and washing after use
- Cutting cape or collar (if used) – maintain cutting collars by removing loose hairs and wiping with sterilising solution, wash regularly. Cutting capes should be thrown away after use

### **The importance of following barbershop/salon and manufacturers' instructions for products, tools and equipment**

#### **Taught content to include**

- To prevent hazards, e.g. when using clippers ensure that the blades are aligned correctly
- To minimise risks, e.g. to avoid cutting client's skin
- The importance of ensuring there is adequate ventilation when using disinfecting sprays to minimise unnecessary inhalation of product
- To produce satisfactory results, e.g. cutting facial hair to suit face shape
- To avoid problems or mistakes, e.g. using the incorrect grade/attachment length and taking the hair too short and exposing low density areas
- Following and adhering to manufacturers' instructions when using products and equipment to cut facial hair
- To avoid legal action e.g. misuse leading to hair cuttings getting in the client's eyes

### **The importance of using products cost effectively**

#### **Taught content to include**

- Applying products in a logical sequence
- Applying products evenly to minimise wastage, e.g. using recommended manufacturer amounts and ensure even distribution to produce an even smoothed result and prevent waste
- The effect on the hair and/or scalp if excessive products are used, e.g. saturating fine hair could result in difficulty in finishing the beard style, or the skin becoming irritated by the product
- The safe storage of products as some may lose their ability to work or may present a risk or hazard, e.g. disinfecting sprays/aerosols should be stored away from direct heat and sunlight
- Follow barbershop/salon and organisation policy, e.g. ensuring manufacturers' instructions are adhered to when using products for cutting facial hair

## Techniques used to cut facial hair

### Taught content to include

- Working with the natural fall/movement of the facial hair, including hair growth direction
- Weight distribution of the hair to ensure the expected beard shape can be achieved
- Adapting cutting methods where needed to take into account any specific hair growth patterns, e.g. patches of baldness, whorls
- Cutting hair dry:
  - Quick, easy cutting service for the client between haircutting appointments
  - Advantages of cutting hair dry – quick, easier to see natural hair movement and fall, accurately assess actual hair length
- Freehand:
  - Cutting hair with no tension without holding the hair with the hand, fingers or tools to create beard outline shape
- Scissor over comb:
  - Hair supported by comb when cut with scissors. Often used for very short styles cut around the jawline, shortens to less than finger depth, cut to face/head shape/size or when blending beard into the layers of the haircut
- Clipper over comb:
  - Hair supported by comb when cut with clippers. The clipper over comb technique can be used to provide an even, consistent cut and a variety of different finishes depending upon the size of the clipper, and/or blade/guard and angle the comb is placed to the head
  - Often used for very short styles cut around the jawline, shortens to less than finger depth, cut to face/head shape/size or when blending beard into the layers of the haircut. Less likely to cut the client's skin than scissors, when cutting facial hair around contours of the face
- Fading:
  - The hair on the sideburns is tapered in length gradually until no more hair is left on the skin. Used to blend facial hair into haircut
  - Facial hair cutting styles
  - Tapered beard line – blends rather than solid outline
  - Full beard outlines
  - Partial beard any facial hair that is neither a full beard nor a moustache
  - Moustache only
  - Eyebrow trim – trimmed by using a scissor or clipper over comb method. Client's eyes are adequately protected from hair clippings, e.g. eye pads are used for protection
- Facial hair shapes:
  - Moustache shapes include:
    - Mexican moustache – a moustache following the natural line of the upper lip and extending down towards the chin
    - Pencil moustache – a narrow moustache following the natural line of the upper lip
    - Rooftop moustache – a moustache that extends from under the nose to form a straight "chevron" shape
  - Beard shapes include:
    - Anchor – a beard shaped like an anchor from the centre of the bottom lip and around and up the chin

- Pharaoh – a beard starting from the base of the chin. It can be of any length
  - Stubble – a neatened, full beard with several days growth
  - Goatee – a narrow beard which circles the mouth and chin
  - Curtain rail – a narrow beard following the mandible
- Neckline and outline shapes are created taking into account head and face shape and neckline growth patterns
- Facial haircut is adapted by:
  - Working with natural growth of facial hair
  - Accommodating facial hair growth patterns
  - Undertaking remedial action to resolve emerging issues during the facial haircut
- Using the correct cutting method(s) for hair type and classification
- Using the correct cutting method(s) to achieve the desired style
- Using correct sectioning, working methodically to achieve chosen cut
- Using correct angles when cutting



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# Assessment requirements

Learners must complete all assessment requirements related to this unit:

1. Service portfolio
2. Synoptic practical examination

## 1. Service portfolio

Learners must produce a service portfolio which is required to be completed under the supervision of a lecturer who must monitor the quality of the services performed throughout the learners' training, to ensure that they meet the given criteria.

The performance of learning outcome 1 must be demonstrated as part of all technical observations and will be recorded on **at least 3 occasions**. This should be conducted on new and existing clients and cover a range of hair classifications and characteristics.

The learner is required to complete a style collection of cut facial hair work. This collection must be presented in a hard copy format (not digital) and that will show a range techniques on a variety of different hair classifications which shows facial cutting services undertaken on a range of clients to include, tapered beard line, full beard outline, partial beard any facial hair that is neither a full beard nor a moustache, moustache only and eyebrow trim.

The facial hair cutting collection will be internally marked and must be available to view by the external examiner during the practical examination.

The service portfolio must be completed and marked prior to the learner completing the synoptic practical examination.

## 2. Synoptic practical examination

This unit forms part of the synoptic practical examination which will be externally set by the awarding organisation and examined and marked by an external examiner. The synoptic practical examination will take place at the end of the period of learning.

### Document History

Version	Issue Date	Changes	Role
1.0	02/09/2019	First published	Head of Qualifications and Processing