
Qualification Specification

iHB2A6 - VTCT (ITEC) Level 2 Award in Single Knotting
603/4486/6

About VTCT (ITEC)

iTEC is a global specialist organisation providing qualifications internationally, and specialises in beauty & spa therapy, hairdressing, complementary therapies and sports and fitness therapy. iTEC offers centres and learners high quality regulated qualifications for employability, specialist subjects and skills enhancement.

iTEC has close working partnerships with over 700 approved centres in over 40 countries, and offices in England, Ireland, South Africa, Asia Pacific and the USA. iTEC became part of VTCT (Vocational Training and Charitable Trust), in 2016 to strengthen its position in the industry internationally.

For more information visit us at www.itecworld.co.uk, or contact our dedicated Customer Support Team via email; customersupport@vtct.org.uk or call +44 (0)23 8068 4500

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Qualification at a glance

Qualification title	VTCT (ITEC) Level 2 Award in Single Knotting
Qualification number	603/4486/6
Product code	iHB2A6
First registration date	01/10/2019
Age range	16-18, 19+
Credit value	5
Total Qualification Time (TQT)	50
Guided Learning (GL) hours	30
Assessment	<p>To be awarded this qualification, learners must successfully achieve the following assessments:</p> <ul style="list-style-type: none">• Portfolio of evidence containing<ul style="list-style-type: none">- Performance evidence- Assignment
Grading	Pass/Fail
Entry requirements	<p>There are no formal prerequisite qualifications that learners must have prior to undertaking this qualification. It is the responsibility of the centre to ensure that learners have the required knowledge, understanding and skills to enrol and successfully achieve this qualification.</p>

About this qualification

Aims and objectives

The main aim of the VTCT (ITEC) Level 2 Award in Single Knotting is to enable learners to gain the necessary practical and theoretical skills required in order to provide single knotting services used when wig making. The qualification is suitable for learners aged 16 and over and is designed to provide occupational competence at level 2. It also provides a sound platform into further learning at level 3 and 4.

Content

This qualification is for learners who want to work within the wig making industry. The qualification consists of 2 mandatory units; covering a minimum of 30 Guided Learning Hours (GL) to achieve this qualification.

The main skills the learner will perform are:

- Single knotting – Prepare work area, tools and equipment and carry out single knotting using a knotting hook precisely
- Commercial influences within the wig making industry – Understanding why it is important to prepare hair prior to its use. The safe work practices and application of preparing and correctly storing hair

The learner will also learn about related health and safety, client care, communication skills and providing aftercare advice which are essential to work and be successful in the wig making industry.

This qualification also provides:

- Opportunities for learners to focus on the development of the major functional skills and the wider functional skills in a wig making context, such as communicating with clients, working with others and problem solving
- Opportunities for learners to develop a range of skills, techniques, personal qualities and attitudes essential for successful performance in employment as a wig maker

Opportunities for progression

Once learners have achieved the VTCT (ITEC) Level 2 Award in Single Knotting they may progress on to other VTCT (ITEC) or equivalent qualifications at level 2 and 3 for example:

- Level 2 Certificate in Wig Making
- Level 2 Diploma in Hairdressing
- Level 3 Award in Style and Fit Postiche

Opportunities for employment

There are opportunities for wig makers to find employment in a variety of areas:

- Wig manufacturers
- Freelance postiche specialist

Relationship to National Occupational Standards

This qualification has mapped to National Occupational Standards where they exist and has ensured that best practice in the workplace has been reflected in the qualification. This qualification is linked to the relative job roles as well as ensuring that the qualification reflects the required level of knowledge and ability for the wig maker at level 2.

Qualification structure

To be awarded the VTCT (ITEC) Level 2 Award in Single Knotting, learners must achieve all mandatory units.

The minimum GLH required for this qualification is 30

The minimum TQT required for this qualification is 50

Table 1

Unit code	Mandatory units	Guided Learning Hours (GLH)	Unit reference number
iUHB248	Single knotting	13	K/617/5713
iUHB237	Prepare raw hair	17	J/617/5704

Guided Learning Hours (GLH)

Guided Learning Hours is 'the activity of a learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training'. This includes 'the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training'.

Total Qualification Time (TQT)

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

Assessment

All performance evidence, assignments and underpinning knowledge must be completed and assessed by the lecturer/assessor.

This portfolio of evidence containing performance evidence and assignments may also be verified by an external quality assurer who will sample learners' work.

Table 2

Unit code	Mandatory units	Assessment	Grading
iUHB248	Single knotting	Portfolio of evidence – 3 performances	Pass/Refer
		Portfolio of evidence – Assignment	Pass/Refer
iUHB237	Prepare raw hair	Portfolio of evidence – 3 performances	Pass/Refer
		Portfolio of evidence – Assignment	Pass/Refer

Unit specifications and additional supporting material for this qualification can be found on the iTEC website.

Grading of the qualification

Learners must achieve a Pass grade in the requisite number of units as specified in the rules of combination, see Table 1 above.

The overall qualification is graded Pass/Fail.

Portfolio of evidence

Learners are required to provide a portfolio of evidence containing services that they have performed on clients during their training under the supervision of the lecturer who will monitor the quality of the treatments in order to ensure that they meet the criteria.

- The criteria are detailed on the unit record of assessment forms
- The learner will need to complete a client consultation form as evidence that they performed the required number of treatments during their training (see Table 2) as they form part of the internal assessment for the qualification. They can be stored in the learner's portfolio

Learners are required to provide assignments under the supervision of the lecturer who will monitor the quality of the assignments in order to ensure that they meet the criteria.

- The criteria are detailed on the assignment guidance forms and form part of the internal assessment for the qualification

Quality assurance

Delivery of the qualification

A scheme of work must be approved by VTCT (ITEC) for all units prior to the commencement of the course.

Lecturers should aim to deliver the theory and practical of each unit simultaneously, i.e., both theory and practical of each unit should be taught together to ensure the underpinning knowledge is being delivered at the same time as the practical skills. This will help to ensure that learners understand the structures they are working on as a result of combining delivery with the practical application of treatments.

Centre resources

The organisation delivering the qualification must provide a suitable environment for teaching the VTCT (ITEC) Level 2 Award in Single Knotting as well as all salon equipment both fixed and free standing to complete all aspects of delivering the qualification. Learners need to be made aware of the hairdressing tools and equipment they will be required to provide.

Achievement record

All units will require an Achievement Record to be completed by the lecturer for each learner. This achievement record will need to be kept by the centre and may be sampled by the external examiner or external quality assurer on their visit.

An Achievement Record for each unit can be downloaded from the ITEC website.

Document History

Version	Issue Date	Changes	Role
v0.6	14/05/2019	Draft version published to inform centres prior to September launch.	Systems Integration Team
v1.0	16/09/2019	First published	Head of Qualifications and Processing