
Unit Specification

iUHB354 – Cultivate and maintain locks in the hair

Unit reference number: J/651/0685

Level: 2

Guided Learning (GL) hours: 45

Overview

This unit is about cultivating and maintaining locks in the hair using a variety of techniques. A high degree of manual dexterity will be required.

To carry out this unit, the learner will need to maintain a high level of health, safety and hygiene throughout their work.

Learners will also need to maintain a professional personal appearance and demonstrate effective communication skills.

Learning outcomes

On completion of this unit, learners will:

LO1 Be able to cultivate and maintain locks in the hair

LO2 Know how health and safety policies and procedures that affect cultivating and maintaining locks in the hair services

LO3 Understand the factors that influence the cultivating and maintaining locks in the hair services

LO4 Understand the tools, equipment, products and techniques used to cultivate and maintain locks in the hair

Unit content

LO1 Be able to cultivate and maintain locks in the hair

Prepare for cultivating and maintaining locks in the hair services

Taught content

- Preparation of learners should include:
 - Clean and hygienic appearance, for example, avoidance of overpowering odours
 - Good communication and listening skills
 - Correct own posture with weight evenly balanced
 - Appropriate personal protective equipment (PPE)
- Preparation of the working area to include:
 - Chair and work area to be clean before the client arrives
 - Chair is positioned correctly including height adjustment
 - Adequate work area to allow safe manipulation of the hair
 - Products on display to be clean of dust and hair
 - Tools and equipment to be clean and sterilised
 - All tools and equipment to be positioned for ease of use
- Preparation of the client to include:
 - Clean protective garments for the client
 - Visual checks of client's scalp for signs of cuts, sores, abrasions or infections, check the hair for contra-indications, infestations and suitability of service
 - Removal of obstructive jewellery
 - Using visual aids to help identify the client's wishes
 - Accurately identifying and factors that may affect the service
 - Considering the client's lifestyle maintenance time hairstyle
 - Analysing the client's hair to include: hair growth patterns, hair characteristics, texture, density and elasticity
 - Identifying possible hair damage or traction alopecia
 - Identifying direction and fall of the hair
 - Agreeing the amount of added hair required where appropriate
 - Identifying and agreeing the colour choice and blend of the added hair
 - Looking at client's records of previous services
 - Confirming the client understands and agrees the service
 - Used all tests:
 - Pull
 - Elasticity

Apply safe and hygienic methods of working throughout services

Taught content

- Ensure learners maintain good posture throughout the service
- Ensure the chair is adjusted to a workable height for the learners, but is also comfortable for the client
- Ensure manufacturers' instructions are followed and used safely when using products
- Ensure relevant tests are followed where appropriate
- Minimise the risk of damage to tools and equipment
- Ensure waste is disposed of hygienically and appropriately
- Ensure there is sufficient stock, that 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
- Ensure hygienic working practices throughout the service including own personal hygiene, for example, eliminating overpowering odours
- Identifying suspected infections or infestations of the hair or scalp
- Identifying head and face shape
- Make effective use of their working time

Consult with clients to confirm the desired look

Taught content

- Consulting and confirming with the client before cultivating and maintaining locks in the hair services commences to agree the chosen style and desired look
- The use of visual aids where appropriate for example, style books
- Agreeing products to be used
- Agreeing the tools to be used for example, types of brushes and/or other electrical items to be used
- Confirm with the client the look agreed at consultation prior to starting cultivating and maintaining locks in the hair services and that the desired outcome has a realistic expectation, examples to include:
 - Brick sections
 - Diamond sections
 - Comb coiling
 - Palm rolling
 - Twisting
 - Interlocking
 - Incorporating additional hair
 - Correcting lock thickness irregularities
 - Fashion locks
- Reasons for requiring added hair for example, adding colour, creating length or volume
- Ensure appropriate questions are directed to the client to establish any known contra-indications to the hair service
- Accurately record the client's responses to questioning where appropriate
- Conduct a range of tests on the client's hair and skin following manufacturers' instructions and recognised industry procedures

- Agreeing the added hair type required
- Carrying out and assessing the hair and scalp for signs of infection, infestation or injury
- Checking throughout the service to meet the client's needs including:
 - Suitability of the style
 - Confirming comfort of the lock
 - Checking tension of the lock
 - Confirming placement of the lock position
- Explaining each stage of the process to the client
- Carrying out and assessing the hair and scalp for suitable services to include hair classifications
- 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 scalp
 - Hair condition – if it has been chemically or physically affected by chemicals or external elements for example, heat damaged, environmentally damaged, product build-up, over processing
 - Hygroscopicity – hair has the ability to absorb moisture; this function gives the hair its elasticity and makes the hair hygroscopic. The properties are changed when hair has been shampooed or becomes wet, weaker hydrogen bonds break down to its natural state, and at this stage hair is known as the alpha keratin state. This allows the hair to be stretched using heat. Once hair is stretched and dried into a new shape it becomes known as the beta keratin state
 - Growth patterns – this relates to the direction the hair grows from the scalp and may influence the techniques, products and tools used
 - Hair length – this may affect the general condition, style required or styling techniques required of the hair
- Services prior to cultivating and maintaining locks in the hair – other services offered prior to this service may influence the end result, for example, a client requesting the addition of a colouring service may be advised to have this service prior to cultivating and maintaining locks in the hair to ensure colour placement complements the style
- Scalp conditions to include:
 - Cuts, sores or abrasions
 - Sebaceous cyst – tender or sore raised bump on skin, which if infected or inflamed will contain pus
 - Psoriasis – common skin condition that changes the life cycle of skin cells. Causes a build-up of skin cells which may appear thick silvery and inflamed. May cause itching
 - Contact dermatitis – is a rash caused by the skin reacting to a substance it has come into contact with for example, 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
- Seborrhoea – over activity of sebaceous glands by excessive secretion of sebum resulting in an oily coating on the skin
- Scalp sensitivity – an inflamed, sore and red scalp, may restrict or prevent the cultivating and maintaining locks in the hair service
- Recent scar/tissue injury may be tender and sensitive
- Alopecia
 - Loss of hair in patches on the scalp
- Traction alopecia – hair loss at the point of tension as a result of over-tensioned hair during the locking process. Possible after the removal of hair may restrict or prevent the cultivating and maintaining locks in the hair service
- Hair loss as a result of chemotherapy – usually temporary and hair is lost over scalp and body
- Hair loss as a result of medication or medical conditions, for example, thyroid imbalance
- Hair loss as a result of hormonal changes, for example, after giving birth
- Purpose of cultivating and maintaining locks in the hair services examples will include:
 - Special occasion for example, special event
 - Change of style
 - Change of hair colour
 - Increase hair length

Select suitable products, tools and equipment

Taught content

- Products to support the cultivating and maintaining locks in the hair services to include:
 - Gel – produces a firm hold
 - Oil – adds moisture and shine to hair
 - Waxes – reduce frizz and aid locking
 - Dressing cream - adds moisture and shine to hair
- Tools and equipment required for cultivating and maintaining locks in the hair services to include:
 - Tail comb – for sectioning and controlling hair
 - Crochet hook – for adding hair when cultivating and maintaining locks
 - Latch hook – for interlocking and adding faux locks/lock extension techniques
 - Sectioning clips – to aid securing the hair whilst working

- Scissors – for cutting added hair, removing pre-existing locks ready for reattachment or removal
- Added hair to include:
 - Artificial/synthetic hair
 - Human hair

Carry out cultivating and maintaining locks in the hair services

Taught content

- Consult with the client to confirm the look agreed at consultation prior to and during cultivating and maintaining locks in the hair
- Ensure the client is positioned correctly and at the right height and is adjusted when necessary for example, when drying the nape area the clients head should be titled forward
- Ensure own posture is correct for the service for example, weight evenly balanced
- Sectioning the hair working methodically
- Avoidance of disturbing the hair already locked
- Controlling tools to minimise the risk of damage to the hair, client discomfort and to achieve the desired look
- Taking size meshes of hair which are appropriate to the desired lock and compliment the balance and overall shape
- Maintenance of an even tension throughout the service
- Controlling the hair during the cultivating and maintaining locks process, taking account of influencing factors
- Achieve a variety of different cultivating and maintaining locks in the hair to include:
 - Cultivate locks
 - Maintain locks
 - Use additional hair

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

Taught content

- Products to use to maintain the locks for example, gel, oils, waxes, dressing creams where appropriate
- Home care maintenance including night-care regime and cleansing/drying processes
- Discussing client's needs and requirements for future services
- Recommendations for timescales for professional removal and/or maintenance of locks
- Demonstrating product application techniques to prevent matting and frizzing
- Discussing with the client the reasons why excessive hair loss may occur when locks are removed
- Other services, offers or promotions for example, possible conditioning treatments/scalp treatments

LO2 Know how health and safety policies and procedures affect cultivating and maintaining locks in the hair services

Responsibilities for health and safety in own role
Taught content
<ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> - 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) - Salon insurance requirements, employers liability, public liability, professional indemnity • Responsibilities for health and safety to include: <ul style="list-style-type: none"> - The reasons why all staff working in the salon have a responsibility for the health and safety of themselves and others - The salon safety regulations to ensure their actions do not put others at risk, which includes all staff, clients and visitors • Additional factors will include: <ul style="list-style-type: none"> - The reasons why it is important to describe accurately the features and benefits of products and services - The reasons and importance for gaining client consent - The maintenance of the salon environment including: <ul style="list-style-type: none"> ▪ The comfort of the salon ▪ Cleanliness of the 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) for example, using protective gloves to prevent contact dermatitis when using certain products ▪ Making visual checks on all electrical equipment and reporting faults/isolating power - Ensuring manufacturers' instructions are always followed when using products and equipment - Responsibilities of reporting certain work-related incidents or accidents, diseases and dangerous occurrences to a senior staff member

- Ensuring the public are protected from the manufacture of supplied unsafe goods or misleading price indications
- Prevent a false trade description to any goods that are supplied or offered to supply any goods to which a false trade description has been applied, or false statement about the provision of any service
- Ensure that all personal client data records remain safe and confidential
- Update client records following service
- Hazards associated when cultivating and maintaining locks in the hair
- Risks associated for cultivating and maintaining locks in the hair services

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

Taught content

- Hazards – anything that has the potential to cause harm, for example, spillage of product on the floor
- Risks – a chance, high or low, that harm caused by the hazard may occur, for example, potential for self, client or others to slip on the spillage
- Working safely throughout the service, an example may include ensuring there is adequate room around the client and no obstructions
- Ensuring use and maintenance of any products, tools or equipment is monitored
- Ensuring the client is comfortable and free from harm throughout the service for example, removing jewellery that may obstruct the cultivating and maintaining locks in the hair services
- Disposing of waste appropriately to minimise risk of cross-infection and ensure there is no unnecessary risk to the environment, for example, ensure clean protective garments are freshly laundered for every client
- The importance of ensuring the tension of the lock does not cause client discomfort or undue stress on the hair or scalp
- Correct handling and storage of all products, tools and equipment as applicable to the country the qualification is being taken in
- The importance of ensuring a thorough visual check of the hair and scalp is performed prior to the service for example, ensuring the scalp is not tender when combing hair for sectioning prior to cultivating and maintaining locks in the hair service
- Risk of electric shock when using electrical equipment to enhance the service to include potential hazards of trailing wires
- Fire – the 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 in relation to the country in which this qualification is delivered

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

Taught content

- Use of clean towels and gowns for all clients
- Use of clean and sterile tools and equipment for all clients
- Cover open cuts
- Adjusting tension when necessary to avoid client discomfort
- Organisation of working area
- Avoid trailing wires
- Spillages from water sprays, loose added hair and products or sprays on the floor

Contact dermatitis and how it can be prevented

Taught content

- Recognising contact dermatitis symptoms
- Contact dermatitis – is a rash caused by the skin reacting to a substance it has come into contact with for example, 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 and preventing measures which may include:
 - Wearing gloves (recommended) when shampooing hair prior to cultivating and maintaining locks service
 - Rinsing and drying hands thoroughly
 - Use of moisturisers or barrier creams

The importance of questioning clients prior to and during services

Taught content

- Understanding the client requirements and expectations of the chosen locks style
- To ensure the client understands the process of cultivating, maintaining or removing locks
- To provide the client with the opportunity to ask questions
- To gain information on how they maintain their hair, lifestyle and commitment to the style
- To ensure the client's expectations are met
- To ensure the client is comfortable to include:
 - Checking the tension including crossed hairs
 - Checking there is no scalp discomfort
 - Ensuring the balance of the locks is correct
- The legal significance of client questioning and the recording of client's responses to questioning (where appropriate)

The importance of preventing cross-infection and cross-infestation

Taught content

- Avoidance of cross-contamination, for example, using unclean tools from one client could contaminate the next client's hair or scalp
- Ensure the professional salon image is maintained
- The contra-indications to cultivating and maintaining locks in the hair services to include:
 - Adverse skin conditions
 - Bacterial, viral or fungal infections
 - Bacterial infection examples include:
 - Impetigo – begins as blisters that itch, then fill with a yellowish-brown fluid, that once rupture 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:
 - 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
 - Hair defects, including:
 - Trichorrhesis 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
 - Monilethrix – is a condition that affects hair growth. Its most characteristic feature is that individual strands of hair have a beaded appearance that results in short, fragile and broken 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
 - Whom to report to and where to record the findings
 - Referral for medical attention or advice

LO3 Understand the factors that influence the cultivating and maintaining locks in the hair services

The factors that may influence the services provided

Taught content

- 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

- The hair characteristics to include:

- Density – this is defined as the number of hairs on the scalp and will affect the size of sections used when cultivating and maintaining locks and the choice of products used
- Texture – the circumference of an individual strand of hair. Hair can be fine, medium or coarse. Coarse hair has the largest circumference, and fine hair the smallest. Texture may affect the porosity of the hair
- Porosity – this relates to the condition of the cuticle. Porosity levels are caused by both chemical and physical damage. Cuticles which are raised and feel rough, and may tangle when cultivating and maintaining locks in the hair, are known as porous and will absorb water and products more easily and unevenly when applying finishing products. Suitable treatment products will be required if hair is porous
- Elasticity – this relates to the condition of the cortex layer of the hair. Elasticity levels are affected by how the hair is treated and the condition it is in. Hair should stretch and return to its normal size, this indicates the hair is in good condition hair and no damage to the cortex. If the hair stretches and snaps or does not return to its original length this indicates internal damage to the cortex
- Growth patterns – this relates to the direction in which the hair grows from the scalp and may influence the desired finish
- Head and face shape and size – this relates to the overall shape and size of the client's head and includes any specific features
- Hair length – this will affect the outcome of cultivating and maintaining locks in the hair and the general condition of the hair
- The current hairstyle/lifestyle/desired look – the client's wishes must be considered when creating lock techniques and advice offered on how to create the finish look
- Scalp condition – caution must be taken with a client who has a sore or sensitive scalp, this may contra-indicate the service in extreme cases or require adjustments
- Direction and fall of the hair for example, double crown, wide partings

- Quantity of added hair for example, must be appropriate for the hair classification and characteristics
- Blending the hair for example, the client's wishes are followed regarding colour and desired finish style

The ways of dealing with any influencing factors

Taught content

- The reasons and ways of dealing with each of the influencing factors listed when cultivating and maintaining locks in the hair
- How these may influence the style and finish methods and techniques used when cultivating and maintaining locks in the hair
- How these factors may affect the possible desired style to include:
 - Density – this is defined as the number of hairs on the scalp and will affect the size of sections used when cultivating and maintaining locks in the hair services and choice of products used. Very fine density hair requires careful handling and less tension used to avoid causing damage to the hair
 - Texture – thicker texture hair may require careful sectioning and require firmer handling or tension in order to achieve the desired result
 - Porosity – care will be required when handling very porous hair. The hair may have cuticles which are raised and feel rough, and may tangle when cultivating and maintaining locks in the hair
 - Elasticity – when cultivating and maintaining locks in the hair, damage may be more acute towards the ends of the hair, therefore care must be taken when handling the hair to ensure the hair is not overstretched
 - Growth patterns – a difficult growth pattern may influence how a lock is created, for example, when creating a lock over a double or strong crown area more tension and careful sectioning should be used
 - Head and face shape and size – when cultivating and maintaining locks in the hair, it is important to ensure that the client has a style which suits their overall appearance, for example, a client with a high forehead may require a style where the front or fringe is left loose and the lock is not pulled too tightly to avoid accentuating the high forehead
 - Hair length – this will affect the outcome of the cultivating and maintaining locks in the hair and general condition of the hair. Hair that is layered may be harder to cultivate and maintain locks in the hair due to the shorter lengths in the hair
 - The current hairstyle/lifestyle/desired look – the client's wishes must be considered when cultivating and maintaining locks in the hair and advice offered on how to create the finish look, for example the use of pictures or style book could be used to confirm the type of locks the client requires
 - Scalp condition – caution must be taken with a client who has a sore or sensitive scalp, this may contra-indicate the service in extreme cases or require adjustments, for example, if a client required a tight lock, a looser version could be offered to avoid causing discomfort to the scalp

The importance of testing hair and scalp prior to cultivating and maintaining locks in the hair services

Taught content

- To ensure there are no contra-indications to the cultivating and maintaining locks in the hair service for example, allergies to the added hair
- To ensure the correct technique and method of added hair is used for example, the combination of weight and tension may place strain on the client's hair follicles causing hair loss or breakage
- To ensure the hair and scalp is suitable for cultivating and maintaining locks in the hair services examples include:
 - Elasticity – when locks are used care must be taken when handling the hair to ensure the hair is not overstretched
 - Scalp condition – caution must be taken with a client who has a sore or sensitive scalp, this may contra indicate the service in extreme cases or require adjustments, for example, if a client required a tight lock, a looser version could be offered to avoid causing discomfort to the scalp
- To ensure all influencing factors are considered
- To analyse the stages of hair growth cycle:
 - Anagen – the active growth stage, most of the hair is in this stage at any one time
 - Catagen – the period of change, a small percentage of the hair is this stage at any one time
 - Telogen – the resting stage, hair is not growing and is separated from the hair bulb
 - Early anagen – new hair begins to form
- Hair growth rate per month is approximately 1.25 cm or 0.5 inch
- Impact of hair growth on cultivating and maintaining locks in the hair services to include:
 - The regrowth of the natural hair exceeding 6 weeks will start to become matted between the locks
 - Healthy hair falls out at around 80 hairs a day, but if they are locked, plaited or twisting for prolonged periods of time they are unable to fall out. Clients will need to be advised that once the locks and/or added hair is removed they may see excess hair fall out, but that is because the hairs have been unable to fall out during the time period the hair has been tied up
 - The importance of checking the hair and scalp for damage, matting or tangling every 4-6 weeks and rectifying any problems before they arise
- The effects of stretching the hair to include:
 - Retaining its shape
 - The potential damage if the hair is overstretched
 - The potential damage if the hair is pulled or secured too tight
- Ensure the lock technique used keep cuticles smooth to avoid unnecessary damage to the hair
- The correct removal of locks and/or added hair to avoid damaging the hair, for example, advise client on methods of removal - professional removal is recommended; take small sections, unwind and use comb or brush through from points to roots

When and how tests are carried out and the influence of results on the cultivating and maintaining locks in the hair services

Taught content

- Ensure the necessary tests have been undertaken prior to cultivating and maintaining locks in the hair to include:
 - Pull test – to assess potential hair loss following other salon services for example, hair extensions
 - Before service on dry hair, ideally the client should not have washed their hair for at least 24 hours beforehand
 - Using thumb, index and middle fingers gentle traction is applied near the root area on approximately 40-60 hairs in three different areas of scalp
 - If more than 10 hairs come out with every pull or approximately 10% of pulled hairs come out, the pull test is considered positive
 - If excess hair loss is evident do not proceed with the service – to proceed may cause damage to the scalp or hair
 - Elasticity test – may prevent or restrict cultivating and maintaining locks in the hair services if the hair is stretched and does not go back to its original state
 - On wet hair, take individual strands of hair 3-4 areas of the head – if hair is dry then dampen thoroughly
 - Hold one single hair securely and pull it – if the hair stretches and return to its original length without breaking – it has normal elasticity. If hair breaks or fails to return to its original length it has low or no elasticity
 - If the hair has poor elasticity the service may not be advised and other treatments should be offered – to proceed may cause damage to the scalp or hair including traction alopecia or baldness

The potential consequences of excessive tension on the hair

Taught content

- Excessive tension may cause traction alopecia – recognition of traction alopecia, that is thinning around the hairline
- Receding hairline
- Hair loss/bald patches
- Sensitive scalp
- Sores
- Sensitive scalp/irritation or headaches

LO4 Understand the tools, equipment, products and techniques used to cultivate and maintain locks in the hair

The tools, equipment and products available and their use

Taught content

- Tools and equipment to include:
 - Tail comb – used to take clean sections when picking up sections that are being locked. The narrow tail end is used for precise and accurate sectioning when marking out tracks for lock placements
 - Sectioning clips – used to section hair not being locked, out of the way to avoid becoming tangled in hair. Also used to keep the section tracks neat and free of hair to ensure that the locks are close to the root. This will allow the locks to last longer and cause less client discomfort from hairs catching during styling
 - Hook – used to crochet the added hair into a lock to create volume to match pre-existing locks
 - Latch hook – for interlocking technique to take the end of the lock through the root if the lock during maintenance
 - Scissors – for removing pre-existing locks ready for reattachment or removal
 - Added hair – to create volume to match pre-existing locks
- Products
 - Gel – produces a firm hold
 - Oil – adds moisture and shine to hair
 - Waxes – reduce frizz and aid locking
 - Dressing cream – adds moisture and shine to hair

The importance of using products cost effectively

Taught content

- Applying products in a logical sequence (where used)
- Applying products evenly to minimise wastage
- The effect on the hair and/or scalp if excessive products are used, that is preventing the scalp becoming irritated by the product
- Minimising waste for example, not using unnecessary and excessive amount of added hair
- The safe storage of products as some may lose their ability to work or may present a risk or hazard, for example, waxes left in sunlight that melt causing spillages, losing their ability to work
- Follow salon and organisation policy for example, ensuring manufacturers' instructions are adhered to
- Calculate costs of the hair service, include any retail products sold, for example, client with very long hair an intricate lock sectioning pattern or extreme style length may require a longer appointment time

The importance of following salon and manufacturers' instructions for products, tools and equipment

Taught content

- To prevent hazards
- To minimise risks
- To produce satisfactory results
- To avoid problems or mistakes
- To avoid legal action

The different methods of cultivating and maintaining locks in the hair

Taught content

- The development phases of the locking process:
 - Starter/baby lock stage (established the parting and lock)
 - Budding/sprouting stage (locks start to bulge or swell in certain areas)
 - Growing/teenage stage (locks will expand to twice the size of the starter lock, and will start to retain weight and thickness)
 - Mature/adult stage (locks will become firmer, and will start to see more length and less frizz)
 - Rooted/elder stage (hair is denser, ends become more sealed, minimal to no frizz and the hair grows in length)
- Comb coils
 - Using a small-tooth comb to twist small sections of the hair until they form coils
- Interlocking
 - This method is done by pulling the lock hair tip through the base of the lock, near the scalp, using a latch hook and tightening the roots
- Palm rolling
 - These types of locks are formed by rolling a section of hair between the palms which compresses and tightens the knots within the locks
 - This may also be used as a maintenance method which is alternated when using another method, such as interlocking. This method does not create as much tension or pull on the locks and scalp
- Two strand twists
 - This is a method where two sections of hair are twisted together tightly, making sure to keep the roots of the hair close together
 - Once the hair is twisted, palm roll the twisted hair to create a tight, compact rope
- Crochet faux locks/lock extensions
 - This method requires the natural hair to be sectioned and plaited. Then using a latch hook, pull the loop of the lock through the base of the plait, grab the base of the lock and pull it through the hoop. Take the natural hair and twist with the faux lock/lock extension
 - Human hair and artificial/synthetic hair types are available for faux locks/lock extensions

The importance of providing clients with advice and recommendations on the service(s) provided and products available

Taught content

- How to avoid scalp irritation
- How to prolong longevity of locks
- Products to use to maintain the locks for example, gel, oils, waxes, dressing creams where appropriate
- Home care maintenance including night-care regime, cleansing and drying process
- Discussing with the client the reasons why excessive hair loss may occur when locks are removed
- Other services, offers or promotions for example, possible conditioning treatments
- Recommendations for timescales for professional removal and/or maintenance of locks. The reasons why a client should return to the salon to include:
 - Correct removal of the locks and the added hair
 - If problems arise to include:
 - If the added hair becomes loose
 - If the lock feels excessively tight or uncomfortable

Assessment requirements

Learners must complete the assessment requirements related to this unit:

1. Service portfolio

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 three observations**. This must be conducted on a range of new and existing clients and include **three** of the following lock techniques: comb coils, palm rolling, twisting, interlocking, correcting lock thickness irregularities, including the use of added hair on **at least one observation**.

A style collection of before and after photographs of each observation must be produced to be sampled by the external examiner.

Document History

Version	Issue Date	Changes	Role
v1.0	19/03/2024	First Published	Qualification Administrator