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# Unit Specification

## iUHB364 – Provide temporary hair attachments to enhance a style

Unit reference number: K/651/0767

**Level: 2**

**Guided Learning Hours (GLH): 30**

### Overview

The aim of this unit is to develop learner's knowledge, understanding and skills to attach and remove temporary pieces of hair to an existing style, using pre-prepared and pre-packaged pieces of hair. The temporary hair attachments used should be designed to last either up to 24 hours or from 24 hours to 6 weeks. These methods are used to enhance a style by increasing volume and adding colour. Learners will also learn how to blend added hair into the existing style using basic cutting techniques.

Learners will need to maintain health, safety and hygiene 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 attach hair to enhance the style

LO2 Know how health and safety policies and procedures affect hair attachment and removal services

LO3 Understand the factors that influence hair attachment and removal services

LO4 Understand the tools, equipment, products and techniques used to attach and remove hair attachments

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# Unit content

## LO1 Be able to attach hair to enhance the style

### Prepare for hair attachment services

#### Taught content

- Preparation of learners should include:
  - Clean and hygienic appearance
  - 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 any factors that may affect the service
  - Considering the client's lifestyle, maintenance time and hairstyle
  - Analysing the client's hair, skin and scalp to include: hair growth patterns, hair characteristics, texture, density and elasticity
  - Identify direction and fall of the added hair
  - Agree the amount of added hair required
  - Identify and agree the colour choice and blend
  - Identify possible hair damage or traction alopecia
  - Looking at client's records of previous services
  - Identify attachment method
  - Identify the required length of time attachments are to be in position
  - Confirming the client understands and agrees the service
  - Used all tests:
    - Pull
    - Elasticity
    - Skin

## Apply safe and hygienic methods of working throughout services

### Taught content

- Ensure learner maintains 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
- Minimise the risk of harm or injury to themselves and others when using electrical equipment
- Ensure hygienic working practices throughout the service including own personal hygiene, for example, eliminating offensive body odour or strong smell of tobacco
- 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 to

- Consulting and confirming with the client before temporary hair attachment service commences to agree the chosen style and desired look
- The use visual aids where appropriate for example, style books
- Agreeing products to be used
- Confirm with the client the look agreed at consultation prior to starting the temporary attach hair service and that the desired outcome has a realistic expectation, examples to include:
  - Clip-in attachments
  - Cold weft bonding
  - Taped weft
  - Plaited
  - Plaited corn rows with sewn in weft
  - Plaited corn rows with through hair pieces
- Reasons for requiring temporary hair attachments 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 temporary hair attachment type required
- Use visual aids where required
- Carrying out and assessing the hair and scalp for signs of infection, infestation or injury
- 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 hairs 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's 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 attachments required or styling techniques required of the hair
- Services prior to temporarily attach 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 the hair attachments service to ensure colour placement compliments 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, requires careful handling of the hair and use of tools. May contra-indicate or restrict hair attachment services
  - 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, possible after the removal of hair extensions, and may be contra-indicated for further attachment of hair
  - 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 temporary hair attachment service examples will include:
  - Special occasion for example, special event
  - Change of style
  - Increase hair length

## Select suitable products, tools and equipment

### Taught content

- Products and equipment to include:
  - Sprays/water sprays – to assist in the placement of the attachments
  - Hair spray (aerosol) – varying degrees of strength (firm to soft hold) and bonds finished style in place
  - Styling products – where required to style the hair into finished look
  - Serum – where required, adds moisture and shine to hair
  - Temporary hair attachments to include:
    - Man-made/synthetic hair attachments
    - Human hair attachments
  - Protective equipment for both client and the stylist for example, most used are chemical proof gown to protect client's clothes from glue products
  - Pins and grips, covered elastic bands (if required) – for example, when styling
  - Extension clips for example, used to attach a temporary hair weft to the natural hair
  - Hot glue gun – used to dispense glue when applying hair weft
  - Extension glue – latex based used to attach a temporary hair weft to the natural hair
  - Extension thread – used to sew the temporary hair attachment to the natural hair
  - Extension needle – used to sew the temporary hair on to the natural hair which has been braided, or to sew extension clips and temporary hair wefts together
  - Extension latch hook – used to crochet the temporary hair into a corn row
- Tools to include:
  - Soft bristle brush – used to avoid undue stress on the temporary hair causing it to fall out from its attachment, work from points to roots
  - Tail comb – the narrow tail end is used for precise and accurate sectioning when marking out tracks for attachment placements
  - Cutting comb – used during the process of cutting the temporary hair to blend with the natural hair
  - Section clips – used to keep the section tracks neat and free of hair to ensure that the attachments are close to the root. This will allow the attachments to last longer and cause less client discomfort from hairs catching during brushing
  - Chemical proof gown – used to protect the client's clothes and skin from any glue, excess temporary hair, and hair cuttings during cutting process to blend the temporary hair into the natural hair
  - Protective cape – used to protect the client's clothes and skin from any glue, excess temporary hair, and hair cuttings during cutting process to blend the temporary hair into the natural hair
  - Gloves – used to protect the skin during the attachment of temporary hair using bonding glue
  - Scissors – to cut hair attachment to length or blend hair
  - Cutting/large tooth comb

## Carry out hair attachment and removal services

### Taught content

- Consult with the client to confirm the look agreed at consultation prior to and during the temporary hair attachment service
- Identifying the strengths and weaknesses of previous temporary hair attachment service (if appropriate)
- Ensure the client is positioned correctly and at the right height and is adjusted when necessary
- Ensure own posture is correct for the service for example, weight evenly balanced
- Identifying influencing factors
- Identifying the appropriate temporary hair attachment method to be used
- Sectioning the hair and work methodically
- Avoidance of disturbing the attachments already placed in the hair
- 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 achieve the desired temporary attachment finished effect and compliment the balance and overall shape
- Maintenance of an even tension throughout the service
- Controlling the hair during the attachment styling process, taking account of influencing factors
- Checking client comfort throughout the service
- Use the correct tools effectively
- Achieve a variety of different temporary attachment systems to include:
  - Those designed to last 24 hours
  - Those designed to last between 24 hours and 6 weeks
- Blend or style the attachments using appropriate cutting techniques, examples may include:
  - Tapering
  - Texturising
  - Freehand
- Remove temporary hair attachments where required to include:
  - Leaving the client's hair free of product build up and debris
  - Prepared ready for the next service
  - Removing attachments following manufacturers' instructions
  - Using the correct products for removing the attachments
  - Avoid damage to the clients' hair during removal for example, not pulling or tugging areas

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

### **Taught content**

- Products to use to maintain the hair attachments for example, shampoo and/or conditioning products where appropriate
- Home care maintenance including night-care regime
- Advising the client of the hair attachment removal processes to include:
  - How to remove non-adhesive attachment removal
- Discussing client's needs and requirements for future services
- Recommendations for removal of temporary hair attachments including possible detangling advice
- Demonstrating brushing/styling techniques to prevent hair tangling
- Demonstrating the removal of bands or grips (if used)
- Discussing with the client the reasons why excessive hair loss may occur when removing some temporary hair attachments
- Other services, offers or promotions for example, possible conditioning treatments

## LO2 Know how health and safety policies and procedures affect hair attachment and removal services

Responsibilities for health and safety in own role
Taught content
<ul style="list-style-type: none"> <li>• 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"> <li>- The Health and Safety at Work Act</li> <li>- The Management of Health and Safety at Work Regulations</li> <li>- Provision and Use of Work Equipment Regulations</li> <li>- Personal Protective Equipment at Work Regulations</li> <li>- Electricity at Work Regulations</li> <li>- Reporting Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)</li> <li>- The Consumer Protection Act</li> <li>- The Trade Descriptions Act</li> <li>- Control of Substances Hazardous to Health Regulations (COSHH)</li> <li>- Salon insurance requirements, employers liability, public liability, professional indemnity</li> </ul> </li> <li>• Responsibilities for health and safety to include:             <ul style="list-style-type: none"> <li>- The reasons why all staff working in the salon have a responsibility for the health and safety of themselves and others</li> <li>- The salon safety regulations to ensure their actions do not put others at risk, which includes all staff, clients and visitors</li> </ul> </li> <li>• Additional factors will include:             <ul style="list-style-type: none"> <li>- The reasons why it is important to accurately describe the features and benefits of products and services</li> <li>- The reasons and importance for gaining client consent</li> <li>- The maintenance of the salon environment including:                 <ul style="list-style-type: none"> <li>▪ The comfort of the salon</li> <li>▪ Cleanliness of the salon to prevent cross infections via direct or indirect contact</li> <li>▪ Provisions and use of workplace equipment – using only products, tools and equipment trained to use</li> <li>▪ Reasons for personal protective equipment (PPE) for example, using protective gloves when using certain glues and/or products</li> <li>▪ Making visual checks on all electrical equipment and reporting faults/isolating power</li> </ul> </li> <li>- Ensuring manufacturers' instructions are always followed when using products and equipment</li> <li>- Responsibilities of reporting certain work-related incidents or accidents, diseases and dangerous occurrences to a senior staff member</li> <li>- Ensuring the public are protected from the manufacture of supplied unsafe goods or misleading price indications</li> <li>- 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</li> <li>- Ensure that all personal client data records remain safe and confidential</li> <li>- Update client records following service</li> <li>- Hazards associated when performing the temporarily attaching hair service(s)</li> <li>- Risks associated when performing attaching and removing temporary hair services for example, incorrect tension</li> <li>- Safety when using associated products, tools and equipment</li> </ul> </li> </ul>



## **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 glue on the floor
- Risks – a chance, high or low, that harm caused by the hazard may occur, e.g. potential for self, client or others to slip on the glue 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 plaiting or twisting service
- 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
- 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 sectioning prior to attaching temporary hair
- 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
- Burns or scalds for example, use of hot glue gun
- The course of action to be taken for a minor burn to the skin:
  - Cool the Skin. Apply a cold compress to the affected area immediately
  - Cover if possible
  - Avoid touching the area
  - If burn is severe refer for medical attention

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

### **Taught content**

- Use of clean towels, gowns and correct personal protective equipment (PPE) for the client
- The use of personal protective equipment (PPE) for the stylist
- Use of clean and sterile tools, products and equipment for all clients
- Cover open cuts
- Protecting the client's scalp when using electrical equipment
- Control of heated equipment
- Control of additional products to aid attachments e.g. glue
- Adjusting tension when necessary to avoid client discomfort
- Organisation of working area
- Avoid trailing wires
- Spillages from water sprays, 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 attaching temporary hair attachment service
  - Wearing gloves when handling glue/products
  - Washing, rinsing and drying hands thoroughly
- Use of moisturisers or barrier creams

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

### Taught content

- Understanding what the client wants and expectations or limitations of the chosen attachment method
- To ensure the client understands the process
- 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 tension
  - Ensure there is no scalp discomfort/itchiness
  - Assess the balance of the hair attachment
- 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 temporarily attach hair service 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 pinpoint, 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

## L03 Understand the factors that influence hair attachment and removal 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 temporarily attaching hair and 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 are known as porous. The hair may tangle when temporarily attaching hair 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 its general condition. 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 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 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 desired outcome of the hair attachments and general condition of the hair
  - The current hairstyle/lifestyle/desired look – the clients wishes must be considered when applying the temporary attachment method 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 the hair classification and characteristics
  - Blending the hair, for example, the client's wishes are followed regarding colour and desired finish style

## The importance of testing hair and scalp prior to attaching hair

### Taught content

- To ensure there are no contra-indications to the temporary attach hair service for example, allergies to the bonding glue
- To ensure the correct technique and method of temporary hair attachment is used for example, the combination of weight and tension may place strain on the client's hair follicles causing hair loss or breakage
- Ensure the hair and scalp is suitable for temporary attach hair service examples include:
  - Elasticity – when temporary hair attachments 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 scalp plait, 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 growing 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 1.25 cm or 0.5 inch
- Impact of hair growth on temporary hair attachments to include:
  - The regrowth of the natural hair passed 6 weeks will start to become matted between the scalp and the attached hair
  - Healthy hair falls out at around 80 hairs a day, but if they are attached to temporary hair they are unable to fall out. Clients will need to be advised that they will see hair falling out, but that is because the hairs have been unable to fall out during the time period the temporary hair extensions have been in
  - The importance of checking the hair and scalp for damage, matting or tangling every 4-6 weeks and rectifying any problems before they arise

## When and how tests are carried out and the influence of results on hair attachment services

### Taught content

- Pull test – to assess potential hair loss after recent removal of 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 application temporary hair attachments if the hair is stretched and does not go back to its original state
  - On wet hair, take individual strands of hair from 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
- Skin/sensitivity test – a positive reaction would prevent the application of hair attachments with bonding glue
  - Clean a small area of skin behind the ear
  - Apply a small amount of bonding glue to the area
  - Advise client to leave on for 24-48 hours unless there is irritation, in which case the client should wash it off immediately. Symptoms of a positive reaction would be redness, itching, soreness, swelling or inflammation
  - To assess potential allergic reaction to latex from bonding glue

## The potential consequences of excessive tension on the hair

### Taught content

- Excessive tension may cause traction alopecia – recognition of traction alopecia i.e. thinning around the hairline
- Receding hairline
- Hair loss/bald patches
- Sensitive scalp/itchiness/sores
- Headaches

## LO4 Understand the tools, equipment, products and techniques used to attach and remove hair attachments

### The importance of preparing the hair prior to attaching hair

#### Taught content

- Why attachment hair must be prepared beforehand to include:
  - To avoid unnecessary tension on the client's scalp and hair
  - To ensure manufacturers' instructions are followed for example, some products should not come into contact with the skin/scalp
  - To prevent unnecessary disturbance of hairstyle for example, placement of corn row
  - To ensure the temporary hair attachment is fit for purpose for the intended finished hairstyle
- Why manufacturers' instructions must be followed
- The reasons for preparing the client's own hair prior to the service for example, to remove tangles; style hair to facilitate the attachment
- The reasons why the hair is sectioned prior to attaching hair
- Clip on – first the hair is secured into a ponytail and then clip on hair attachment is added
- Grip in – are often in the form of wefts, cut to size, grip into back combed hair, natural hair is laid over the top
- Sewn in – hair is plaited into cornrows that form the base
- Bonded – wefts of hair are cut to size

### The tools, equipment and products available and their use

#### Taught content

- Tools to include:
  - Soft bristle brush – used to avoid undue stress on the temporary hair causing it to fall out from its attachment, work from points to roots
  - Tail comb – the narrow tail end is used for precise and accurate sectioning when marking out tracks for attachment placements
  - Cutting comb – used during the process of cutting the temporary hair to blend with the natural hair
  - General purpose/dressing comb – used for styling and dressing the hairstyle
  - Section clips – used to keep the section tracks neat and free of hair to ensure that the attachments are close to the root. This will allow the attachments to last longer and cause less client discomfort from hairs catching during brushing
  - Chemical proof gown – used to protect the client's clothes and skin from any glue, excess temporary hair, and hair cuttings during cutting process to blend the temporary hair into the natural hair
  - Protective cape – used to protect the client's clothes and skin from any glue, excess temporary hair, and hair cuttings during cutting process to blend the temporary hair into the natural hair
  - Gloves – used to protect the skin during the attachment of temporary hair using bonding glue
- Products and equipment to include:
  - Sprays/water sprays – to assist in the placement of the attachments
  - Temporary hair attachments to include:
    - Man-made/synthetic hair attachments
    - Human hair attachments

- Extension clips – used to attach a temporary hair weft to the natural hair. The clip usually has a comb with 10 teeth and a rubber guard to help the clip from sliding down the hair and causing damage. Temporary hair can either be bought with the clips already attached, or the clips can be bought separately and sewn on to the hair wefts – this allows the hair wefts to be measured and cut exactly to fit the client’s head shape and size. Each weft should have between 2 and 5 clips sewn onto them to evenly distribute the weight to avoid extra tension that will lead to hair breakage and/or traction alopecia
- Hair extension bonding glue (latex) – used to attach a temporary hair weft to the natural hair. The hair bonding glue needs to be applied using a small bead along the wefted edge of the temporary hair, and placed onto the natural hair at the root, using pressure for approximately 30 seconds. The temporary hair is then bonded to the natural hair. The temporary hair is attached at the scalp, so the client’s head can get very hot and sweaty. The bonding glue should be anti-fungal to avoid adverse scalp conditions occurring
- Extension thread – used to sew the temporary hair on to the natural hair which has been braided, or to sew extension clips and temporary hair wefts together. This is a specially made thread with a coating to help avoid pulling during the sewing process, which causes damage to the natural hair. It is strong and able to withstand washing and blow-drying without breaking
- Extension needle – used to sew the temporary hair on to the natural hair which has been braided, or to sew extension clips and temporary hair wefts together. There are different shapes of needle – straight, c-shape (curved) and straight with a hook, all to enable sewing under the plait without pricking the client’s scalp
- Extension latch hook – used to crochet the temporary hair into a corn row. The latch allows the hook to close around the temporary hair and be pulled under the corn row into place, without pulling the natural hair which causes discomfort to the client
- Hand-held dryer (if used) e.g. to dry and/or style the hair
- Scissors – used to remove length and bulk, create blunt, textured and/or tapered end to the hair
- Thinning scissors (if used) – used to remove bulk from the hair
- Razor (if used) – used to remove bulk, slice weight from the hair, create texture and movement
- Pins, grips, covered bands/hair adornments for styling (if required) – used to secure plaits and twists into place or to style the hair

### **The importance of following salon and manufacturers’ instructions for products, tools and equipment**

#### **Taught content**

- To ensure the correct temporary hair attachment system is applied which is appropriate for the client’s hair classification and characteristics
- To prevent hazards
- To minimise risks
- To produce satisfactory results
- To avoid problems or mistakes
- To avoid legal action



## The different methods of attaching, maintaining and removing hair attachments

### Taught content

- Reasons for the selection of products, tools and equipment to include:
  - Hair classification
  - Hair characteristics
  - Influencing factors for example, bulk/texture of natural hair; direction and fall of the added hair
- Reasons and methods of sectioning the hair to include:
  - Texture of the natural hair
  - Colour of the temporary hair attachment
  - Length of the temporary hair attachment
  - Width of the temporary hair attachment
- The maintaining of the temporary hair attachments for example, the client should avoid pulling on them or knotting when washing or brushing

Temporary hair extension	Duration/removal	Advantages	Disadvantages
Man-made/ synthetic	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> </ul>	<ul style="list-style-type: none"> <li>• Less expensive</li> <li>• Come in a range of colours including bright vibrant shades that do not fade</li> <li>• Can add thickness/volume to hair</li> <li>• Holds styles really well – curls stay curly and straight stays straight even when water is added</li> <li>• Good for braiding</li> <li>• Most suitable for curly hair types</li> </ul>	<ul style="list-style-type: none"> <li>• Hot styling tools can melt and ruin synthetic hair</li> <li>• Looks less natural due to the high shine appearance</li> </ul>
Human hair	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> </ul>	<ul style="list-style-type: none"> <li>• Easy to look after – can be styled, treated same as natural hair</li> <li>• Essentially undetectable when correctly measured and attached to complement the natural hair</li> <li>• Heated styling equipment can be used on human hair (straightening irons, curling tongs or wands)</li> <li>• Some high quality human hair can be coloured</li> <li>• Most suitable for straight and wavy hair types</li> </ul>	<ul style="list-style-type: none"> <li>• More expensive</li> <li>• Natural range of colours only</li> <li>• Client's lifestyle – high contact sport or excessive swimming should be avoided</li> </ul>

Clip in hairpieces and attachments – wefted hair attached to clips, are fastened into backcombed natural hair	<ul style="list-style-type: none"> <li>• Lasts up to 24 hours</li> <li>• May be removed by the client</li> </ul>	<ul style="list-style-type: none"> <li>• Add colour, volume and length</li> <li>• Most suitable for hair shoulder length and longer</li> </ul>	<ul style="list-style-type: none"> <li>• Must be taken out over night</li> </ul>
Cold weft bonded (latex) – wefted hair is glued onto parted hair using (usually) latex adhesive	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> <li>• Client should return to the salon for removal</li> </ul>	<ul style="list-style-type: none"> <li>• Add a colour anywhere on head</li> </ul>	<ul style="list-style-type: none"> <li>• Not advisable for adding more than eight inches of length or for very dense hair</li> </ul>
Taped weft – wefted hair is split into two parts and sandwiched over a thin sliver of natural hair with super strong polyurethane tape	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> <li>• Can be removed by the client or the client can return to the salon for removal</li> </ul>	<ul style="list-style-type: none"> <li>• Add colour, volume and length</li> </ul>	<ul style="list-style-type: none"> <li>• Not advisable for finer texture hair as it is too heavy</li> </ul>
Plaited – small braids close to the scalp of both natural and extension hair are braided for a few inches, then flow loose	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> <li>• Can be removed by the client or the client can return to the salon for removal</li> </ul>	<ul style="list-style-type: none"> <li>• Use this method for any length and thickness, but best for going from very short to very long</li> </ul>	<ul style="list-style-type: none"> <li>• Best results from synthetic hair</li> </ul>
Plaited tracks with sewn in weft – wefted hair is sewn onto reinforced cornrow braids. This can be done on two or three tracks to add length	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> <li>• The client should be advised to return to the salon for removal</li> </ul>	<ul style="list-style-type: none"> <li>• Use this method on two or three tracks to add length on hair below shoulder length, especially good for naturally curly hair that has to be blow-dried straight</li> </ul>	<ul style="list-style-type: none"> <li>• Not suitable for shorter hair lengths</li> </ul>
Plaited corn row with pulled through temporary hair – hair strands are pulled through underneath the corn row and knotted using a hair extension latch hook	<ul style="list-style-type: none"> <li>• Lasts between 24 hours to 6 weeks</li> <li>• Can be removed by the client</li> </ul>	<ul style="list-style-type: none"> <li>• Use this method over the full head to create long curls or twists</li> </ul>	<ul style="list-style-type: none"> <li>• Best results from synthetic hair</li> </ul>

### **How and when to adapt cutting techniques to suit the finished look**

#### **Taught content**

- Adapt cutting techniques to take account of the factors which influence working on added hair for example, texturising to blend attachment to front hairline
- Use freehand cutting techniques to blend the artificial extensions for example, to reduce length of temporary attachment

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

#### **Taught content**

- How to avoid scalp irritation
- The limitations to possible lifestyle options with temporary attachments
- How to prolong longevity of temporary attachments
- Home care and night care regime
- Removing plaits, twists and temporary attachments to ensure the hair is not over tangled
- Removing clip attachments
- Removing additional bands and pins
- Demonstrating the correct removal process and techniques to the client
- Information about the reasons why there may appear to be excessive hair loss when removing temporary attachments
- The limitations of some hairstyling equipment for example, the avoidance of excessive heat
- Recommendations regarding shampooing and conditioning services or home care options for example, conditioners or serums that may cause the temporary hair attachments to loosen or fall out
- The reasons why a client should return to the salon to include:
  - Correct removal of the temporary hair attachment
  - If problems arise to include:
    - If the temporary hair attachment becomes loose
    - If the temporary hair attachment feels excessively tight or uncomfortable

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# Unit requirements

Learners are required to complete all 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.

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 the following techniques: clip in plait attachment, cold weft bonding attachment, and taped weft attachment.

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	20/03/2024	First Published	Qualification Administrator