



VTCT Skills (ITEC) Level 1 NVQ Certificate in Beauty Therapy QAN 501/1434/7 Specification

Aims and Objectives

The main aim of the VTCT Skills (ITEC) Level 1 NVQ Diploma in Beauty Therapy is to enable Learners to gain the necessary practical skills and knowledge in order to assist with Beauty Therapy treatments in the salon. The qualification is suitable for pre 16 Learners and/or Learners aged 16 and over and is designed to provide occupational competence at Level 1. It also provides a sound platform into further learning at Level 2

Content

This qualification is for Learners who want to work within the Beauty Industry. The qualification consists of 3 units, all of which are mandatory; Learners must also select a minimum of 2 optional units covering a minimum of 78 hours of Guided Learning (GL). A minimum of 183 hours of Guided Learning are required to achieve the full qualification

The main skills the Learner will perform are:

- Preparing and maintaining the salon treatment area – to include preparing and maintaining the treatment work area, identifying the product and treatment materials required and understanding organisational and legal requirements
- Reducing risks to health and safety – to include evaluating the risks in the workplace and reducing risks to health and safety

The Learner will also develop knowledge about how to contribute to the development of effective working relationships and client care and communication which is essential to work and be successful in the Beauty Industry

The Learner will also be able to choose from a range of optional units to complete the qualification, for example:

- Assist with Salon Reception Duties
- Assist with Facial Skincare Treatments
- Assist with Day Make-up
- Assist with Nail Services

The qualification also provides:

- The related knowledge and understanding required to assist with the Beauty Therapy skills listed above; in particular anatomy and physiology related to skincare and nail services and common diseases and disorders that may affect when a client should or should not receive treatment
- Opportunities for Learners to focus on the development of their wider skills in a Beauty Therapy setting, 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 to assist in the beauty salon or spa

Why Choose the VTCT Skills ITEC Level 2 NVQ Diploma in Beauty Therapy Make-up?

1. This Qualification combines the full range of skills and knowledge for the Learner seeking to assist with Beauty Therapy treatments at Level 1. This qualification is the only VTCT Skills (ITEC) Level 1 NVQ Certificate in Beauty Therapy that meets the current National Occupational Standards
2. This Qualification is listed in the Ofqual Register of Qualifications
3. This Qualification contains all the skills and knowledge required for assisting with Beauty Therapy treatments at Level 1
4. Learners may progress on to the VTCT Skills ITEC Level 2 NVQ Diploma in Beauty Therapy General, the VTCT Skills (ITEC) Level 2 NVQ Diploma in Nail Services, the VTCT Skills (ITEC) Level 2 NVQ in Beauty Therapy Make-up, the VTCT Skills (ITEC) Level 2 Apprenticeship in Beauty Therapy – General, the VTCT Skills (ITEC) Level 2 Apprenticeship in Beauty Therapy – Make-up and the VTCT Skills (ITEC) Level 2 Apprenticeship in Nail Services
5. This qualification does not form part of an Apprenticeship
6. This qualification is recognised by relevant professional bodies within the Beauty Therapy Industry for membership and insurance purposes at Level 1

VTCT Skills (ITEC) Unit Number	Unit Title	Credit Value	Guided Learning (GL)
500 (G20)	Ensure Responsibility for Actions to Reduce Risks to Health and Safety	4	38
580 (G3)	Contribute to the Development of Effective Working Relationships	4	40
752 (B1)	Prepare and Maintain Salon Treatment Work Area	3	27

Guided Learning for Mandatory Units - 105

Total Qualification Time (TQT) for Mandatory Units - 109

Learners must also select units covering a minimum of 78 hours of guided learning from the following optional units:

VTCT Skills (ITEC) Unit Number	Unit Title	Credit Value	Guided Learning (GL)
583 (G2)	Assist with Salon Reception Duties	4	38
753 (B2)	Assist with Facial Skincare Treatments	4	40
754 (B3)	Assist with Day Make-up	4	40
755 (N1)	Assist with Nail Services	4	40

Minimum Total Guided Learning including Optional Units – 183

Minimum Total Qualification Time (TQT) including Optional Units – 195

Total Credit Value for the Qualification - 20

Guided Learning (GL)

Guided Learning 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

Total Credit Value

The total Credit Value for the qualification is equal to one tenth of the Total Qualification Time rounded to the nearest whole number.

Assessment

This qualification will be internally and externally assessed using a range of assessment methods as set out in the table below:-

Table 1

VTCT Skills (ITEC) Unit Number	Unit Title	Assessment	Grading
500 (G20)	Ensure Responsibility for Actions to Reduce Risks to Health and Safety	Practical assessments plus oral questions	Pass/Refer
580 (G3)	Contribute to the Development of Effective Working Relationships	Practical assessments plus oral questions	Pass/Refer
752 (B1)	Prepare and Maintain Salon Treatment Work Area	Practical assessment MCQ- online or paper	Pass/Refer Pass/Refer

Optional Units

Table 2

VTCT Skills (ITEC) Unit Number	Unit Title	Assessment	Grading
583 (G2)	Assist with Salon Reception Duties	Practical assessments plus oral questions	Pass/Refer
753 (B2)	Assist with Facial Skincare Treatments	Practical assessments MCQ - online or paper	Pass/Refer Pass/Refer
754 (B3)	Assist with Day Make-up	Practical assessments	Pass/Refer

		MCQ - online or paper	Pass/Refer
755 (N1)	Assist with Nail Services	Practical assessments	Pass/Refer
		MCQ - online or paper	Pass/Refer

All assessment criteria and sample assessment materials for this qualification can be found [here](#)

Grading of the Qualification

All assessment tasks required for each mandatory unit of the qualification (detailed in Table 1) and each selected optional unit (detailed in Table 2) must be completed and awarded a Pass mark before the complete qualification can be certificated

The overall qualification is graded as a Pass

Controlled Assessment

All theory tests must be conducted in a controlled environment and follow the procedures defined by VTCT Skills ITEC [here](#). The theory tests will be set and marked by VTCT Skills ITEC

All practical assessments must be conducted in a controlled environment as defined by VTCT Skills ITEC [here](#). The internal assessment will be conducted by the Centre's Assessor/Internal Verifier(s) and will be sampled by the VTCT Skills ITEC External Verifier; however, the Centre is responsible for ensuring the assessment can operate seamlessly by organising the process as defined by VTCT Skills ITEC in the Lecturer/Assessor Guidance Notes [here](#). The assessment form can be found under each individual unit within the qualification [here](#).

Recommended Prior Learning

It is recommended that prior to commencing the VTCT Skills ITEC Level 1 NVQ Certificate in Beauty Therapy, Learners have reached a standard where they have achieved or are expected to achieve a level of education equivalent to 5 GCSEs at Grades A*-C, however exemptions may be made for adult returners to the workplace

Opportunities for Progression

Once Learners have achieved the VTCT Skills (ITEC) Level 1 NVQ Certificate in Beauty Therapy they may progress on to other VTCT Skills (ITEC) or equivalent qualifications at Level 2 for example:

- Level 2 NVQ Diploma in Beauty Therapy General
- Level 2 NVQ Diploma in Beauty Therapy Make-up
- Level 2 NVQ Diploma in Nail Services
- Level 2 Apprenticeship in Beauty – General
- Level 2 Apprenticeship in Beauty – Make-up
- Level 2 Apprenticeship in Nail Services

For further Awards, Certificates and Diplomas please go to www.itecworld.co.uk

Relationship to National Occupational Standards

VTCT Skills (ITEC) has mapped to National Occupational Standards where they exist and has ensured that best practice in the workplace has been reflected in the qualification. VTCT Skills (ITEC) has linked the qualification to the relative job roles as well as ensuring that the qualification reflects the required level of knowledge and ability to enable Learners to assist with Beauty Therapy Treatments at Level 1

Professional Body Membership and Insurance

Professional Indemnity and Public Liability Insurance can be obtained via The Complementary Therapist Association (www.CThA.com) and other Industry Associations who recognise the VTCT Skills (ITEC) Certificate