

**ITEC Unit 305 Shampoo and Conditioning****Recommended unit guided learning hours – 30**

QCA Qualification Accreditation Number: L/502/3753

| Learning outcome                                    | Assessment Criteria  | Taught Content  |
|---|--|---|
| 1. Be able to prepare for shampoo and conditioning  | <p>1.1 Prepare the client for shampoo and conditioning</p> <p>1.2 State the procedure for client preparation</p> <p>1.3 Select products and tools for shampoo and conditioning</p> | <p>1.1.1 To include:</p> <ul style="list-style-type: none"> <li>Covering the client appropriately for the treatment – gowns and towels</li> <li>Assisting the client into the shampooing chair</li> <li>Making sure the client is comfortable throughout the treatment</li> <li>Removing earrings if necessary</li> </ul> <p>1.2.1 To include:</p> <ul style="list-style-type: none"> <li>Discussing the treatment procedure with the client</li> <li>Selecting suitable protective clothing – gowns and towel</li> <li>Examining the condition of the hair and selecting correct products</li> <li>Identifying abnormal infections or injury and report to a senior stylist or member of staff</li> <li>Consulting with client throughout</li> </ul> <p>1.3.1 To include:</p> <ul style="list-style-type: none"> <li>Types of shampoo – soap, soapless, synthetic detergents</li> <li>Types of conditioners – surface conditioners, penetrating conditioners</li> <li>Selection of tools – combs, brushes</li> </ul> |
| 2. Be able to shampoo, condition and towel dry hair | 2.1 State the main hair types and basic structure of the hair  | <p>2.1.1 Identify the main hair types</p> <p>To include:</p> <ul style="list-style-type: none"> <li>Curly</li> <li>Wavy</li> <li>Straight</li> <li>Caucasian</li> <li>Black (Afro-Caribbean)</li> <li>Mongoloid (Asian)</li> </ul> <p>2.1.2 State the basic structure of a hair</p> <p>To include:</p> <ul style="list-style-type: none"> <li>Hair follicle</li> <li>Hair shaft - cuticle, cortex and medulla</li> </ul>  |



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|            | <p>2.4 Towel dry and detangle hair</p> <p>2.5 Follow safe and hygienic working practices</p> <p>2.6 Communicate and behave in a professional manner</p> | <p>2.4.1 To include:</p> <ul style="list-style-type: none"> <li>• Removing excess water from hair</li> <li>• Towelling dry hair</li> <li>• Combing / detangling hair</li> </ul> <p>2.5.1 To include:</p> <ul style="list-style-type: none"> <li>• Sanitising / sterilising tools and equipment using the correct hygiene procedures</li> <li>• Storing sterilised tools appropriately</li> <li>• Salon rules and regulations</li> <li>• Code of Ethics</li> <li>• Disposal of waste</li> <li>• Environmental conditions</li> </ul> <p>2.6.1 To include:</p> <ul style="list-style-type: none"> <li>• Being polite at all times</li> <li>• Being honest</li> <li>• Showing a positive attitude when asked to help</li> <li>• Offering help without having to be asked</li> <li>• Showing enthusiasm for the job</li> <li>• Positive facial expressions</li> <li>• Positive body language</li> <li>• Looking people in the eye when speaking to them</li> <li>• Listening</li> <li>• Speaking clearly</li> </ul> |
| Assessment | Assessed task – Introduction to Shampoo and Conditioning  | <p>To be internally assessed, internally verified and externally verified by ITEC</p> <p>Treatments must be evidenced through the use of signed and dated consultation forms and client feedback.</p>  |