



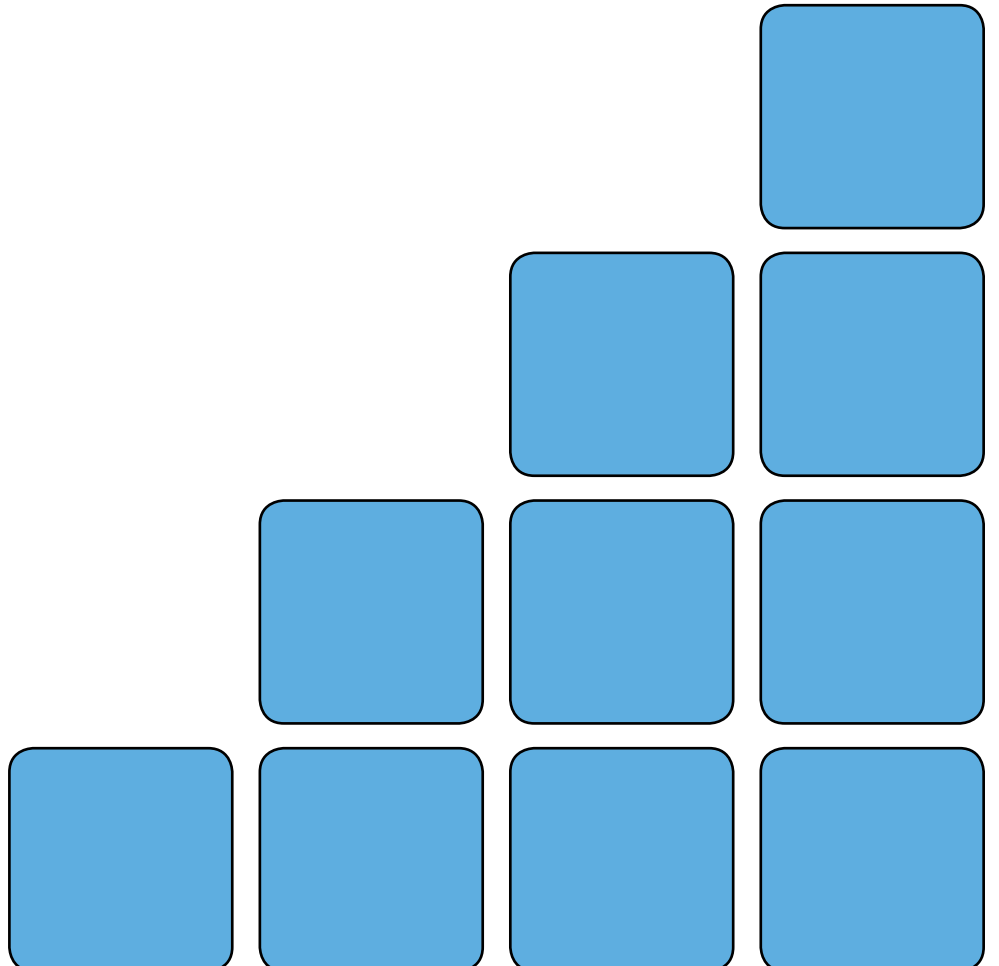
Provide threading services

UBT191

Learner name:

Learner number:

SVQ



UBT191

Provide threading services

This unit is about removing hair from areas of the face using a variety of threading techniques. It also includes shaping and maintenance of different eyebrow shapes.

To carry out this unit you will need to maintain effective health, safety and hygiene throughout your work. You will also need to maintain your personal appearance and demonstrate effective communication and consultation skills.

The main outcomes of this unit are:

1. Maintain safe and effective methods of working when providing threading services
2. Consult, plan and prepare for threading services
3. Remove unwanted hair

NOS

SKABT8

SCQF Level

6

SCQF Credit Points

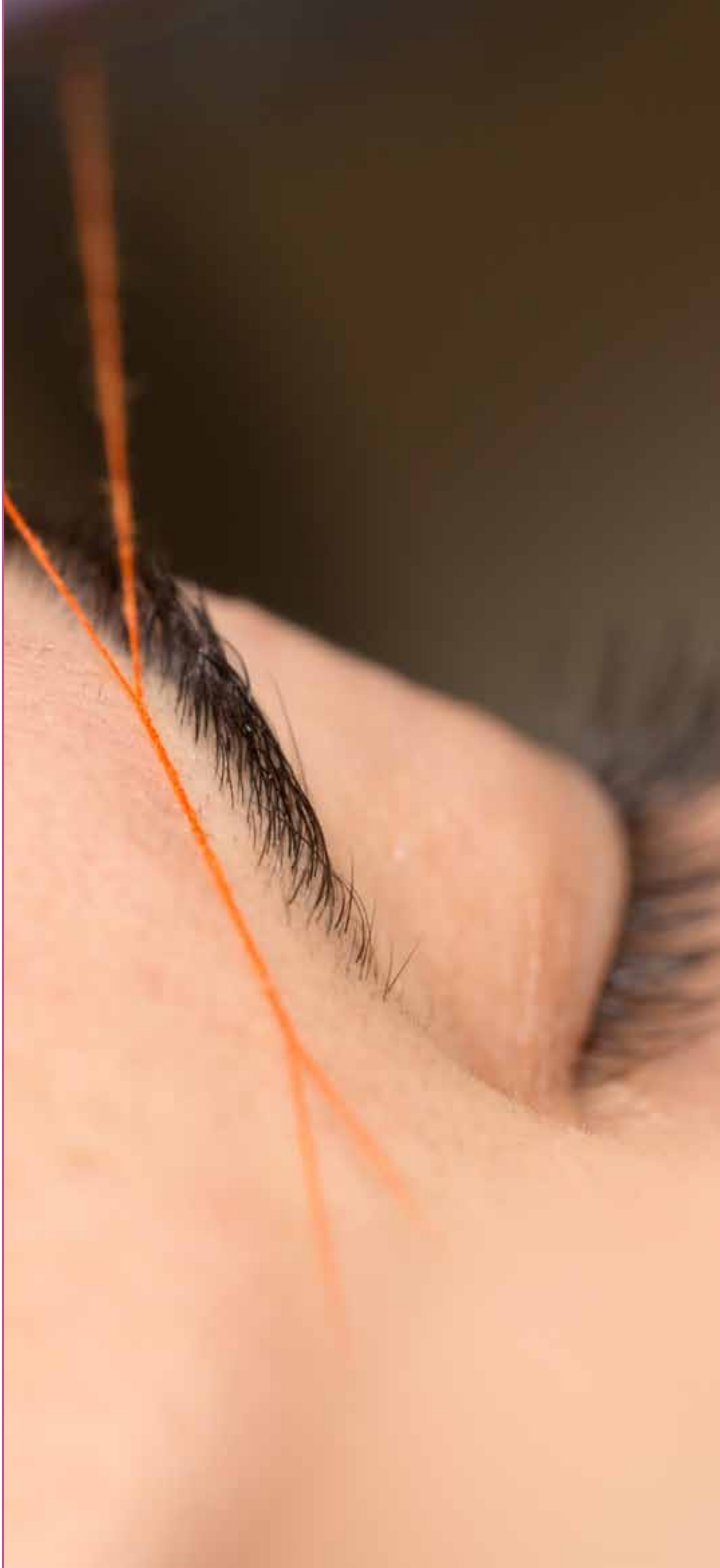
7

Observation(s)

3

External paper(s)

1



Provide threading services

Learning outcomes

On completion of this unit you will:

1. Be able to maintain safe and effective methods of working when providing threading services
2. Be able to consult, plan and prepare for threading services
3. Be able to remove unwanted hair
4. Know and understand how to maintain safe and effective methods of working when providing threading services
5. Know and understand how to consult, plan and prepare for threading services
6. Know and understand how to remove unwanted hair

Evidence requirements

1. *Environment*
Evidence for this unit may be gathered within the workplace or realistic working environment (RWE).
2. *Simulation*
Simulation is not allowed in this unit.
3. *Observation outcomes*
Competent performance of Observation outcomes must be demonstrated on **at least three occasions, each involving a different client, one of which must include total reshape of the eyebrows.**

Assessor observations, witness testimonies and products of work are likely to be the most appropriate sources of performance evidence. Professional discussion may be used as supplementary evidence for those criteria that do not naturally occur.

Assessed observations should not be carried out on the same day for the same learning outcome. There should be sufficient time between assessments for reflection and personal development.

You need to meet the same standard on a regular and consistent basis. Separating the assessments by a period of at least two weeks is recommended as competence must be demonstrated on a consistent and regular basis.

4. *Range*
All ranges must be practically demonstrated or other forms of evidence produced to show they have been covered.
5. *Knowledge outcomes*
There must be evidence that you possess all the knowledge and understanding listed in the Knowledge section of this unit. In most cases this can be done by professional discussion and/or oral questioning. Other methods, such as projects, assignments and/or reflective accounts may also be used.
6. *Tutor/Assessor guidance*
Your tutor **must** refer to the '**Habia Assessment Strategy**' when delivering this unit to ensure that you cover all the requirements for this unit. This can be found on www.vtct.org.uk under the relevant qualification page.

You will be guided by your tutor/assessor on how to achieve learning outcomes and cover ranges in this unit. All outcomes and ranges must be achieved.
7. *External paper*
Knowledge and understanding in this unit will be assessed by an external paper. **There is one external paper that must be achieved.**

Achieving observations and range

Achieving observation outcomes

Your assessor will observe your performance of practical tasks. The minimum number of competent observations required is indicated in the Evidence requirements section of this unit.

Criteria may not always naturally occur during a practical observation. In such instances you will be asked questions to demonstrate your competence in this area. Your assessor will document the criteria that have been achieved through professional discussion and/or oral questioning. This evidence will be recorded by your assessor in written form or by other appropriate means.

Your assessor will sign off a learning outcome when all criteria have been competently achieved.

Achieving range

The range section indicates what must be covered. Ranges should be practically demonstrated as part of an observation. Where this is not possible other forms of evidence may be produced. All ranges must be covered.

Your assessor will document the portfolio reference once a range has been competently achieved.

National Occupational Standards (NOS)

All observation evidence and knowledge requirements from the NOS SKABT8 are included in this record of assessment. You must demonstrate in your everyday work that you have met this standard for providing threading services. This can be found on the NOS website www.ukstandards.co.uk.



Observations

Learning outcome 1

Be able to maintain safe and effective methods of working when providing threading services

You must be able to:

- a. Maintain your responsibilities for health and safety throughout the service
- b. Prepare your client and yourself to meet legal and organisational requirements
- c. Protect your client's clothing, hair and accessories throughout the service
- d. Maintain your client's modesty and privacy at all times
- e. Position your client to meet the needs of the service
- f. Ensure your own posture and working methods minimise fatigue and the risk of injury to yourself and others
- g. Ensure environmental conditions are suitable for the client and the service
- h. Keep your work area clean and tidy throughout the service
- i. Use working methods that minimise the risk of cross-infection
- j. Ensure the use of clean equipment and materials
- k. Promote environmental and sustainable working practices
- l. Follow workplace and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products
- m. Dispose of waste materials to meet legal requirements
- n. Complete the service within a commercially viable time

* *May be assessed by supplementary evidence.*

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



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Learning outcome 2

Be able to consult, plan and prepare for threading services

You must be able to:

- a. Use consultation techniques to determine the client's service plan
- b. Ensure that informed and signed parental or guardian consent is obtained for minors prior to any service
- c. Ensure that a parent or guardian is present throughout the service for minors under the age of 16
- d. Recognise any contra-indications and take the necessary action
- e. Agree the service and outcomes that meet the client's needs
- f. Obtain signed, informed consent from the client prior to carrying out the service
- g. Explain the threading process and the assistance required by the client
- h. Ensure the client's back and neck area are cushioned and supported

*May be assessed by supplementary evidence.

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Learning outcome 3

Be able to remove unwanted hair

You must be able to:

- a. Use pre-treatment products to clean and prepare the treatment area
- b. Assess the hair growth patterns and skin condition in the treatment area and trim over long hairs
- c. Select a new piece of thread for each treatment area
- d. Provide clear instructions to the client on how and when to support their skin throughout the threading service
- e. Carry out hair removal methods against the direction of the hair growth and with minimum discomfort to the client
- f. Ensure the hair removal methods are carried out at a comfortable distance from the client whilst maintaining the correct tension of the thread
- g. Create a well-balanced, proportioned and defined eyebrow shape to suit the client's requirements
- h. Check the client's treatment area is free of unwanted hair and apply a soothing product
- i. Ensure the finished result is to the client's satisfaction
- j. Give your client advice and recommendations on the service provided
- k. Ensure the client's records are completed and signed by you and the client

*May be assessed by supplementary evidence.

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Observation range

You must practically demonstrate that you have:

Used all consultation techniques		Portfolio reference
Questioning		
Listening		
Visual		
Manual		
Written		
Dealt with a minimum of 1 necessary action		Portfolio reference
Encouraging the client to seek medical advice		
Explaining why the threading service cannot be carried out		
Modification of the threading service		
Worked on all the treatment areas		Portfolio reference
Eyebrows		
Upper lip		
Chin		
Face		
Neck		
Used a minimum of 1 hair removal method		Portfolio reference
Mouth technique		
Neck technique		
Hand technique		
Worked on both eyebrow shapes		Portfolio reference
Total reshape of the brows		
Maintenance of original brow shape		

It is strongly recommended that all range items are practically demonstrated. Where this is not possible, other forms of evidence may be produced to demonstrate competence.



You must practically demonstrate that you have:

Provided all advice and recommendations	Portfolio reference
Suitable aftercare products and their uses	
Avoidance of activities which may cause contra-actions	
Time intervals between services	
Present and future products and services	

It is strongly recommended that all range items are practically demonstrated. Where this is not possible, other forms of evidence may be produced to demonstrate competence.

Developing knowledge

Achieving knowledge outcomes

You will be guided by your tutor and assessor on the evidence that needs to be produced. Your knowledge and understanding will be assessed using the assessment methods listed below*:

- Projects
- Observed work
- Witness statements
- Audio-visual media
- Evidence of prior learning or attainment
- Written questions
- Oral questions
- Assignments
- Case studies
- Professional discussion

**This is not an exhaustive list.*

Where applicable your assessor will integrate knowledge outcomes into practical observations through professional discussion and/or oral questioning.

When a criterion has been orally questioned and achieved, your assessor will record this evidence in written form or by other appropriate means. There is no need for you to produce additional evidence as this criterion has already been achieved.

Some knowledge and understanding outcomes may require you to show that you know and understand how to do something. If you have practical evidence from your own work that meets knowledge criteria, then there is no requirement for you to be questioned again on the same topic.

Achieving the external paper

The external paper will test your knowledge of all criteria in this section. **A pass mark of 70% must be achieved.**

Your assessor will complete this table when the 70% pass mark has been achieved.

Paper	Date achieved	Assessor initials
1 of 1		

Knowledge



Learning outcome 4

Know and understand how to maintain safe and effective methods of working when providing threading services

You must know and understand:	Portfolio reference
a. Your responsibilities for health and safety as defined by any specific legislation covering your job role	
b. The legal and organisational requirements for client protection and preparation	
c. The legal and organisational requirements for your own personal hygiene, protection and appearance	
d. The reasons for maintaining the client's modesty and privacy at all times	
e. Safe positioning techniques for yourself and the client to prevent discomfort	
f. The necessary environmental conditions for services such, as heating and ventilation, and why these are important	
g. Why it is important to keep your work area clean and tidy	
h. Methods of cleaning, disinfection and sterilisation	
i. Methods of working safely and hygienically to avoid the risk of cross-infection	
j. The different types of working methods that promote environmental and sustainable working practices	
k. The hazards and risks which exist in your workplace and the safe working practices	
l. Suppliers' and manufacturers' instructions which you must follow for the safe use of equipment, materials and products	
m. The legal requirements for waste disposal	
n. The reasons for completing a service in a commercially viable time	



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Learning outcome 5

Know and understand how to consult, plan and prepare for threading services

You must know and understand:	Portfolio reference
a. Why it is important to communicate with clients in a professional manner	
b. How to complete a consultation taking into account the client's diverse needs	
c. The legal requirements for providing treatment to minors under 16 years of age	
d. The age at which an individual is classed as a minor and how this differs nationally	
e. The importance of agreeing the service that meets the client's needs	
f. The legal significance of gaining signed, informed client consent to carry out the service	
g. The legislative requirements for storing and protecting client data	
h. The contra-indications requiring medical referral and why	
i. How to recognise contra-indications that would prevent or restrict the service	
j. The necessary action to take in relation to specific contra-indications when referring clients	
k. The reasons for not naming specific contra-indications when referring clients	
l. How to assess the skin condition and hair growth in the treatment area	
m. The reasons for cutting stray and over-long hairs prior to commencing the threading service	



Learning outcome 6

Know and understand how to remove unwanted hair

You must know and understand:	Portfolio reference
a. The reasons for using new thread for each new treatment area	
b. The assistance required by the client throughout the threading service	
c. The methods used to perform safe, quick and effective threading techniques	
d. The reasons for maintaining a comfortable distance from the client when threading	
e. How to assess and measure the eyebrow shape to ensure a complementary and symmetrical shape	
f. The importance of maintaining and adapting the tension of the thread and removing the hair against the direction of hair growth	
g. The different threading techniques used and how to carry them out	
h. The advantages and disadvantages of threading	
i. The types of tools, materials and products used for threading	
j. How threading techniques can be adapted to avoid repetitive strain injury	
k. The implications of using the mouth threading technique when wearing braces, false teeth and crowns	
l. Other methods of hair removal and the effect of these methods on the threading service	
m. The contra-actions that may occur, how to deal with them and what advice to give to clients	
n. The structure and function of the skin and the hair	



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Learning outcome 6 (continued)

Know and understand how to remove unwanted hair

You must know and understand:	Portfolio reference
O. The hair growth cycle, the different types of hair growth and the causes of hair growth	
p. The activities to avoid after waxing and why these are important	
q. The advice and recommendations on products and service	



Knowledge range

You must know and understand:

Health and safety*	Portfolio reference
Health and Safety at Work Act	
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)	
The Health and Safety (First Aid) Regulations	
The Regulatory Reform (Fire Safety) Order	
The Manual Handling Operations Regulations	
The Control of Substances Hazardous to Health Regulations (COSHH)	
The Electricity at Work Regulations	
The Environmental Protection Act	
The Management of Health and Safety at Work Regulations	
The Health and Safety (Information for Employees) Regulations	
Environmental and sustainable working practices*	Portfolio reference
Reducing waste and managing waste (recycle, reuse, safe disposal)	
Reducing energy usage (energy efficient equipment, low energy lighting, utilising solar panels)	
Reducing water usage and other resources	
Preventing pollution	
Using disposable items	
Using recycled eco-friendly furniture	
Using low-chemical paint	
Using organic and allergy free hair products	
Using ultra-low ammonia hair colourants	
Using environmentally friendly product packaging	
Choosing responsible domestic products (Fairtrade tea and coffee)	
Encouraging carbon-reducing journeys to work	

*Where specific legislation and regulations are stated, please make these relevant to your nation.



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You must know and understand:

Diverse needs	Portfolio reference
Cultural	
Religious	
Age	
Disability	
Gender	
Contra-indications which restrict	Portfolio reference
Eye infections	
Recent scar tissue	
Sunburn	
Moles	
Infected ingrowing hairs	
Skin tags	
Contra-indications which prevent	Portfolio reference
Thin and fragile skin	
Severe and infectious skin conditions	
Methods of hair removal	Portfolio reference
Tweezing	
Shaving	
Depilatory creams	
Electrical depilatory	
Abrasive mitts	
Light based hair reduction	
Waxing	
Electrical epilation	



You must know and understand:

Contra-actions	Portfolio reference
Blood spots	
Abrasions	
Inflammation	
Excessive erythema	
Excessive and diminished hair growth	
Structure and function of the skin	Portfolio reference
Layers of the epidermis	
Dermis	
Subcutaneous layer	
Hair follicles	
Hair shaft	
Sebaceous gland	
Arrector pili muscle	
Sweat gland	
Blood and lymph vessels	
Sensory nerve endings	
Hair growth cycle	Portfolio reference
Anagen	
Catagen	
Telogen	
Different types of hair growth	Portfolio reference
Terminal	
Vellus	
Ingrown hairs	



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You must know and understand:

Causes of hair growth		Portfolio reference
Topical		
Congenital		
Systemic		
Activities to avoid after threading		Portfolio reference
Heat such as sauna, sun and hot baths		
Use of perfumed and chemical based products		
Touching the treated area		
Advice and recommendations		Portfolio reference
Additional services		
Additional products		
Aftercare requirements for threading services and why these are important		
The importance of recommending the client returns for threading services every 2 to 4 weeks		