

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	1.1 Prepare the client for shampoo and conditioning 1.2 State the procedure for client preparation 1.3 Select products and tools for shampoo and conditioning	1.1.1 To include: - Covering the client appropriately for the treatment – gowns and towels - Assisting the client into the shampooing chair - Making sure the client is comfortable throughout the treatment - Removing earrings if necessary 1.2.1 To include: - Discussing the treatment procedure with the client - Selecting suitable protective clothing – gowns and towel - Examining the condition of the hair and selecting correct products - Identifying abnormal infections or injury and report to a senior stylist or member of staff - Consulting with client throughout 1.3.1 To include: - Types of shampoo – soap, soapless, synthetic detergents - Types of conditioners – surface conditioners, penetrating conditioners - Selection of tools – combs, brushes
2. Be able to shampoo, condition and towel dry hair	2.1 State the main hair types and basic structure of the hair	2.1.1 Identify the main hair types To include: - Curly - Wavy - Straight - Caucasian - Black (Afro-Caribbean) - Mongoloid (Asian) 2.1.2 State the basic structure of a hair To include: - Hair follicle - Hair shaft - cuticle, cortex and medulla

	2.4 Towel dry and detangle hair 2.5 Follow safe and hygienic working practices 2.6 Communicate and behave in a professional manner	2.4.1 To include: • Removing excess water from hair • Towelling dry hair • Combing / detangling hair 2.5.1 To include: • Sanitising / sterilising tools and equipment using the correct hygiene procedures • Storing sterilised tools appropriately • Salon rules and regulations • Code of Ethics • Disposal of waste • Environmental conditions 2.6.1 To include: • Being polite at all times • Being honest • Showing a positive attitude when asked to help • Offering help without having to be asked • Showing enthusiasm for the job • Positive facial expressions • Positive body language • Looking people in the eye when speaking to them • Listening • Speaking clearly
Assessment	Assessed task – Introduction to Shampoo and Conditioning	To be internally assessed, internally verified and externally verified by ITEC Treatments must be evidenced through the use of signed and dated consultation forms and client feedback.