

FURTHER EDUCATION AND TRAINING CERTIFICATE: HAIRDRESSING
ID 65729 LEVEL 4 – CREDITS 140

LEARNER WORK BOOK

SAQA: 262608

Perform a hot towel and shaving service

Learner Information:

Details	Please Complete this Section
Name & Surname:	
Organisation:	K & R HAIR ARTISTRY INSTITUTE
Unit/Dept:	HAIRDRESSING
Facilitator Name:	TSM DEODUTT
Date Started:	
Date of Completion:	

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OVERVIEW

About the Learner Workbook	This Learner Exercise Workbook has been designed and developed to evaluate learners' level of understanding of the SAQA: 262608 Perform a hot towel and shaving service It forms part of a series of Learner Workbooks that have been developed for FURTHER EDUCATION AND TRAINING CERTIFICATE: HAIRDRESSING ID 65729 LEVEL 4 – CREDITS 140		
Purpose	The purpose of this Learner Exercise Workbook is to evaluate learners understanding on the specific outcomes and/or assessment criteria of the following SAQA Registered Unit Standards:		
US No	US Title	Level	Credits
	Perform a hot towel and shaving service	3	6
Context	This assessment represents the Formative Assessment component of Function in a business environment, for the FURTHER EDUCATION AND TRAINING CERTIFICATE: HAIRDRESSING ID 65729 LEVEL 4 – CREDITS 140 and should be completed in the classroom/training room.		
Resources	The following are resources needed for this assessment: 1. Learner Guide; and 2. Assessment Preparation.		
Instructions to Facilitators	Facilitators will be required to: <ul style="list-style-type: none"> • Explain the completion of the workbook to each learner; and • Interview the learner on similar questions, should he/she not be able to write. 		

Instructions to Learners	<p>Learners will be required to:</p> <ul style="list-style-type: none"> • Complete the workbook as per the instructions; • Ensure that all questions are completed; • Ensure that the completion of the workbook is their own work; • Ensure that all annexure are attached to the workbook and clearly referred to;
Assessment Time	Learners are required to complete this assessment within the allocated time frame of.... hours.
Total Mark	This formative assessment carries a total mark of _ points . In order to meet the pass mark, learners are required to achieve a minimum of 80% of the total marks.
Equipment	<p>Learners are required to have the following equipment in order to complete this workbook:</p> <ul style="list-style-type: none"> • Pen and Pencil; • Ruler; and • Exam Pad – for additional paper.

GENERAL INFORMATION

LEARNER DETAILS		
Learner Full Names		
Learner ID No.:		
Organisation:	K & R HAIR ARTISTRY INSTITUTE	
Unit/Dept:	HAIRDRESSING	
Contact Details:	Telephone /Cell Numbers:	Email Address:
WORKSHOP DETAILS		
Workshop Venue:		
Facilitator Name:	TSM DEODUTT	
Date Started:		
Date Completed:		

ASSESSMENT PREPARATION CHECKLIST

DESCRIPTION	YES	NO	COMMENTS/CONTINGENCY
This assessment is a formative assessment and it is based on the outlined unit standard/s for SAQA: 262608 Perform a hot towel and shaving service module.			
Your assessment evidence for SAQA: 262608 Perform a hot towel and shaving service module needs to be submitted on..... (day) of.....(month).....(year) at the following address/place.....			
You will be assessed based on the outlined Unit Standards. The assessment activities are linked to specific outcomes/assessment criteria of the outlined Unit Standards.			
To determine your competence level, the following are the methods to be used for this assessment: 1. 2.			
To be declared competent on SAQA: 262608 Perform a hot towel and shaving service module (formative assessment), you should have obtained at least 80% of the total mark of this assessment.			
You will be provided with detailed feedback on your performance of this assessment as follows: 1. Written Feedback 2. Verbal Feedback			
Should you be declared "not yet competent" on this assessment, you will be entitled for re-assessment opportunity/ies.			
You will be required to re-submit evidence (only for			

areas) you were declared not yet competent. A date for re-submission will be agreed with the assessor.			
You will be entitled to lodge an appeal should you not be satisfied with the assessment decision of your assessment.			
You will be required to provide the assessor feedback on assessment procedure – this is to assist in improving the assessment practices.			
Your results of assessment and portfolio of evidence information will not be provided to any person without your written consent.			

Learner's Declaration			
<p>I.....herewith declare that I am ready for the assessment, that we have reviewed the assessment preparation and plan, I understand the assessment process and I am happy that the assessment will be conducted in a fair manner.</p>			
Learner Signature:	Date:	Facilitator Signature:	Date:

Unit 1

Perform a hot towel and shaving service

UNIT STANDARD NUMBER : 262608
LEVEL ON THE NQF : 3
CREDITS : 6
FIELD : Services
SUB FIELD : Personal Care

PURPOSE:	<p>This unit standard will enable learners to perform barbering service in the form of a hot towel treatment and shaving service.</p> <p>A person credited with this unit standard is able to:</p> <p>Prepare workstation and client for hot towel and shaving service.</p> <p>Prepare and apply hot towel treatment.</p> <p>Shave facial hair.</p>
LEARNING ASSUMED TO BE IN PLACE:	
<p>It is assumed that a learner will be competent in:</p> <p>Communication at NQF Level 2.</p> <p>Identify disorders of the skin and hair NQF Level 3.</p>	

SPECIFIC OUTCOME 1.

Prepare for hot towel and shaving service.

Learning Outcomes	
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1. The workstation is prepared for the hot towel and shaving service according to industry standards.
2. The client is gowned and protected in readiness for the service to be provided in accordance with industry standards.
3. Facial skin is assessed for contra indications to the hot towel and shaving service.
4. The client is consulted with to determine shaving requirements.

- | Activity | Questions Description | SO | AC | Mark |
|----------|---|----|-----|------|
| 1 | In pairs describe how you would prepare for hot towel and shaving service | 1 | 1-4 | 10 |

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on its right side, suggesting it's resting on a surface.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slightly textured appearance and is set against a dark background.

SPECIFIC OUTCOME 2.

Prepare and apply a hot towel treatment.

Learning Outcomes

- Reasons, methods and procedures for applying a hot towel treatment are explained according to industry standards.
- A clean towel is prepared and heated according to salon procedures.
- A hot towel is placed on client's face in accordance with salon requirements.
- The towel is removed from the client's face in accordance with salon requirements after an appropriate time span.

Activity	Questions Description	Mark	SO	AC
2	In groups demonstrate understanding of how to prepare and apply a hot towel treatment.	5	2	1-4

[illegible]

SPECIFIC OUTCOME 3.

Shave facial hair.

Learning Outcomes

- Shaving procedures are explained according to industry standards.
- The razor is prepared according to industry standards.
- The client's face is lathered according to industry standards.
- The clients head is positioned at appropriate angles for effective shaving according to service requirements.
- The clients face is shaved using appropriate angles and directions according to industry standards.
- The shave is checked after completion to ensure all hair is removed.

Activity	Questions Description	Mark	SO	AC
3	In groups demonstrate understanding of how to Shave facial hair.	5	3	1-6

[illegible]

SELF-ASSESSMENT

The learner must make use of the following self-evaluation checklist to rate himself against the learning outcomes of this particular training module in establishing the level of mastery of the information.

1. Not able to comply
2. Reasonable compliance (Not acceptable for final evaluation)
3. Able to comply fully

LEARNING OUTCOMES		1	2	3
1				
2				
3				
4				
5				
6				
7				

Learner Signature

Date

Facilitators' Signature

Date

ASSESSMENT FEEDBACK REPORT

FACILITATOR FEEDBACK & REMARKS

ASSESSMENT JUDGEMENT

Learner's Total Mark: Requirements met ☐ Requirements not met ☐

Action/s required:

By when:

LEARNER FEEDBACK & COMMENTS

DECLARATION BY THE FACILITATOR

I (Facilitator) hereby certify that I have examined the learner workbook and I am satisfied with the evidence provided by the learner.

DECLARATION BY LEARNER

I,declare that I am satisfied that the feedback given to me by the Facilitator was relevant, sufficient and done in a constructive manner. I accept the assessment judgment and have no further questions relating to this particular assessment event.

Learner	Date	Facilitator	Date

DECLARATION BY THE ASSESSOR

I (Assessor) hereby certify that I have examined the learner workbook and I am satisfied with the Facilitator Judgment of this assessment.

Assessor	Date	Moderator	Date