



ONTARIO COLLEGE OF TRADES

ORDRE DES MÉTIERS DE L'ONTARIO

Apprenticeship
Curriculum Standard

Hairstylist

Levels 1 and 2

Trade Code: 332A

Development Date: 2012

Please Note: Apprenticeship Training and Curriculum Standards were developed by the Ministry of Training, Colleges and Universities (MTCU). As of April 8th, 2013, the Ontario College of Trades (College) has become responsible for the development and maintenance of these standards. The College is carrying over existing standards without any changes.

However, because the Apprenticeship Training and Curriculum Standards documents were developed under either the *Trades Qualification and Apprenticeship Act* (TQAA) or the *Apprenticeship and Certification Act, 1998* (ACA), the definitions contained in these documents may no longer be accurate and may not be reflective of the *Ontario College of Trades and Apprenticeship Act, 2009* (OCTAA) as the new trades legislation in the province. The College will update these definitions in the future.

Meanwhile, please refer to the College's website (<http://www.collegeoftrades.ca>) for the most accurate and up-to-date information about the College. For information on OCTAA and its regulations, please visit: <http://www.collegeoftrades.ca/about/legislation-and-regulations>.

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INTRODUCTION

The Level 1 and 2 – Hairstylist has been developed in keeping with the prescribed Ministry of Training, Colleges and Universities (MTCU) Training Standards for the Hairstylist trade. The curriculum design cross-references the in-school learning outcomes to the specific workplace Training Standards.

A time allocation has been included for each reportable subject and unit, along with the Theory/Practical breakdown for the delivery of the Learning Content. The curriculum has been developed to provide this theoretical knowledge and to offer some practical applications to complement the on-the-job work experiences of Hairstylist apprentices.

The objectives of the curriculum, therefore, are to provide a basis for:

- sound theoretical training to meet the challenges presented in the trade.
- reinforcement of fundamental skills of the trade through the exposure to practical applications.

The curriculum has been designed to give the instructor every reasonable opportunity for flexibility and innovation without deviating to any significant degree from the subject requirements. Since the scope of the prescribed curriculum is quite extensive, the apprentices must be expected to reinforce the acquired knowledge through regular independent out-of-classroom assignments. The curriculum has been presented in chronological sequence. However, the actual application of the sequence may differ somewhat between colleges because of scheduling, staffing, and facilities utilization.

The in-school delivery focuses primarily on the knowledge required to master the respective objectives outlined in the Training Standards. Employers, therefore, are expected to complete the training of these respective objectives by applying the prescribed in-school knowledge to the required practical learning experienced in the work setting.

Regular evaluations of the apprentices' learning achievements must be performed in both theory and practical applications throughout the program to ensure consistency with learning outcome expectations. Testing of apprentice knowledge and skills will take place during the allotted delivery hours for each unit.

In all practical activities, the apprentices will observe the Occupational Health and Safety Act and the applicable regulations including use of personal protective equipment. Institutional regulations and policies may also apply.

Participation by Stakeholders

A consortium of Colleges of Applied Arts and Technology (CAAT) and Private Career Colleges (PCC) working in collaboration with the Ministry of Training, Colleges and Universities and industry stakeholders, participated in the development of this document. This curriculum was the first to be developed through a partnership between the CAATs, PCCs and Apprenticeship programs, providing for a standardized curriculum for all three delivery streams. The development was completed using a process and format approved by MTCU.

Implementation date:

January 2012

Program Summary of Reportable Subjects

Number	Reportable Subjects	Hours Total	Hours Theory	Hours Practical
LEVEL 1				
S1731	Ethics, Regulation and Policy	8	8	0
S1732	Health and Safety	16	8	8
S1733	Entrepreneurial Skills 1	12	8	4
S1734	Professional Development	8	8	0
S1735	Client Service	8	4	4
S1736	Preparatory Procedures and Treatments 1	16	8	8
S1737	Cut Hair 1	36	16	20
S1738	Style Hair 1	36	16	20
S1739	Permanent Wave Hair	44	16	28
S1740	Colour and Lighten Hair 1	56	32	24
	Total	240	124	116
LEVEL 2				
S1741	Entrepreneurial Skills 2	16	16	0
S1742	Preparatory Procedures and Treatments 2	16	8	8
S1743	Cut Hair 2	40	12	28
S1744	Style Hair 2	40	12	28
S1745	Chemically Relax Hair	44	16	28
S1746	Colour and Lighten Hair 2	60	24	36
S1747	Hair Additions	24	12	12
	Total	240	100	140

Prerequisites:

Secondary school diploma or equivalent; or at least 18 years old; or is the holder of an admission requirement established by the Superintendent of Private Career Colleges for a specific program of instruction and additional program-specific requirements.

Hairstylist

Level 1

S1731 ETHICS, REGULATION AND POLICY

General Learning Outcome

Upon successful completion, the apprentice is able to complete all work in adherence to professional ethics, government regulations, workplace standards and policies, and according to manufacturer’s specifications as applicable.

Duration: Total 8 hours Theory 8 hours Practical 0 hours

Prerequisites: None

Cross Reference to Training Standards:

5341.01, 5341.02, 5341.03, 5342.01, 5342.02, 5342.03, 5342.04, 5342.04, 5342.05

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
80%		20%

LEARNING OUTCOMES AND CONTENT

- 1.1 Adhere to professional ethics in the workplace.
- Define professional ethics:
 - be courteous to clients
 - perform salon services at a high level of competency
 - Interpret and follow employer's code of professional conduct
- 1.2 Comply with *Occupational Health and Safety Act (OHSA)* and Workplace Hazardous Materials Information systems (WHMIS) regulations, Material Safety Data Sheet (MSDS) information and manufacturer's safe use specifications.
- Interpret Occupational Health and Safety Act (OHSA) regulations
 - Describe the legal responsibility of hairstylist for client safety and workplace
 - Describe the employer and employee responsibilities
 - Describe methods of protecting self and others
 - washing hands
 - wearing gloves
 - following OSHA guidelines
 - Interpret Workplace Hazardous Materials Information Systems (WHMIS) regulations:
 - Describe the legal responsibility of the hairstylist and the employer
 - Identify the labels of any hazardous materials (e.g. symbols to indicate hazardous materials, etc.)
 - Read, interpret, understand and be capable of applying the information found in the applicable Material Safety Data Sheets to supplement the label with detailed hazard and precautionary information
 - Describe safe use and disposal of hazardous materials by following MSDS
- 1.3 Respect clients and colleagues without discrimination.
- 1.4 Apply ethical practices to all professional relationships

S1732 HEALTH AND SAFETY

General Learning Outcome

Upon successful completion, the apprentice is able to facilitate the provision of healthy and safe working environments and perform sanitization procedures in accordance with related health regulations and legislation.

Duration: Total 16 hours Theory 8 hours Practical 8 hours

Prerequisites: None

Cross Reference to Training Standards:

5341.01, 5341.02, 5341.03, 5342.01, 5342.02, 5342.03, 5342.04, 5342.05, 5343.01, 5346.01, 5347.01, 5348.01, 5350.01

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

2.1 Comply with Occupational Health and Safety Act (OHSA) regulations, Workplace Hazardous Materials Information systems (WHMIS) symbols, Material Safety Data Sheet (MSDS) information and manufacturer's safe use specifications.

- Apply Occupational Health and Safety Act (OHSA) regulations
 - Describe the legal responsibility of hairstylist for client safety and workplace
 - Describe the employer and employee responsibilities
 - Describe and apply methods of protecting self and others
 - washing hands
 - wearing gloves
 - following OSHA guidelines
- Apply Workplace Hazardous Materials Information Systems (WHMIS) regulations:
 - Describe the legal responsibility of the hairstylist and the employer
 - Identify the labels of any hazardous materials (e.g. symbols to indicate hazardous materials, etc.)
 - Read, interpret, understand and be capable of applying the information found in the applicable Material Safety Data Sheets to supplement the label with detailed hazard and precautionary information
 - Demonstrate safe use and disposal of hazardous materials by following MSDS

2.2 Describe the characteristics and classifications of bacteria and viruses to protect self and others in the workplace.

- Define bacteria
- Distinguish between pathogenic and non-pathogenic types of bacteria
- Distinguish the three types of infectious micro-organisms
- Distinguish the active and inactive (spore-forming) stages of bacteria growth and reproduction
- Distinguish between bacterial infections and viruses
- Differentiate the ways that different bacteria spread
- Distinguish parasites from one another

2.3 Implement methods of sanitation, disinfection, infection control and materials disposal to maintain a safe, organized and sanitary workplace.

- Describe and distinguish the three steps of decontamination: sanitation, disinfection and sterilization for:
 - salon and work space surfaces
 - salon implements such as scissors, combs
 - multi use items such as towels, capes
 - electrical equipment such as hair clippers, dryers
- Apply strategies for decontamination using protective and specialized equipment according to regulation, including:
 - PPE (personal protective equipment)
 - high-pressure steam
 - autoclaves
 - chemical products
- Describe and apply methods of disposal for:
 - disposable items such as: neck strips, cotton, paper towels
 - anything containing blood
 - blades used in razors or any other sharp implement
 - items used for protection of self, such as gloves
- Use decontamination products following manufacturer's recommendations, including:
 - disinfectants (antiseptics) such as Quats, phenolics, alcohol, bleach, fumigants
 - mixing procedures
 - safe storage

2.4 Identify and assess emergency situations and apply safety equipment for the protection of self and others.

- Recognize an emergency situation in a salon
- Assess an emergency situation
- Describe strategies that can be implemented in an emergency situation following workplace/legal policies, using WHMIS, MSDS and OHSA guidelines

- Describe the safety equipment used for emergency situations as well as:
 - location
 - emergency contact numbers

2.5 Assess and demonstrate the fundamentals of electrical safety within the workplace.

- Describe the fundamentals of electrical safety within the salon, including:
 - voltage, amperage, wattage, resistance
- Apply electrical safety within the salon, including:
 - use of blow dryers, curling irons, flat irons, hood dryers and other electric tools and equipment used for hair services
- Inspect and maintain electrical equipment, including:
 - cords
 - electrical outlets
 - switches
 - filters
 - equipment and tool holders
 - safe storage

2.6 Maintain personal hygiene, health and well-being.

- Present a professional outward appearance by adhering to personal grooming habits, including:
 - daily cleansing of hair, nails, skin and body
 - laundered clothes
 - use of deodorants and other personal grooming products
- Recognize factors that impact health and well-being, such as:
 - nutrition
 - stress
 - sleep
- Demonstrate a positive attitude to remain motivated and to stimulate a healthy mind for learning and success

2.7 Maintain effective body posture and positioning during service.

- Practice posture and ergonomics when administering services, to reinforce a healthy body
- Recognize ergonomically correct cutting positions

- Adapt holding and use of tools and implements to avoid muscle stress
- Practice effective body position

2.8 Operate and maintain equipment in accordance with manufacturers' specifications.

S1733 ENTREPRENEURIAL SKILLS 1

General Learning Outcome

Upon successful completion, the apprentice is able to apply entrepreneurial skills to the operation and administration of a hair stylist business.

Duration: Total 12 hours Theory 8 hours Practical 4 hours

Prerequisites: None

Cross Reference to Training Standards:

5343.02, 5343.03, 5343.04, 5343.06, 5343.07, 5343.08

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

3.1 Describe roles and responsibilities associated with employees and apprentices.

- Complete training agreement
- Review training documents such as the National Occupational Analysis (NOA), training standards
- Legal responsibilities, health and safety, Ontario employment standards

3.2 Perform customer service duties including greeting, reception duties, appointment management and financial transactions.

- Execute customer service duties, including
 - answering phone
 - greeting client by name
 - completing financial transactions
- Describe the benefits of good customer services, such as:
 - upselling
 - client retention
 - creating a valuable salon experience
- Practice salon policies to answer, resolve or re-direct inquiries and/ or concerns
- Describe appointment management practices, including:
 - booking services
 - time management
 - pre-booking techniques
 - use of electronic calendars
- Demonstrate pre-booking techniques
- Document services rendered on client card according to privacy act
- Complete client financial transactions
 - maintain and balance a float
 - execute credit and debit transactions
 - mentally calculate change for clients
- Use checklist to reconcile daily financial records

3.3 Apply effective communication skills to establish professional rapport with client and co-workers.

- Practice active listening techniques
- Interpret non-verbal communication
- Speak clearly and concisely
- Demonstrate constructive feedback techniques

3.4 Apply effective time management and organizational skills.

- Define time management
- Prioritize services through effective time management
- Develop time management skills and strategies:
 - determine relevance to profession
 - identify priorities
 - identify time allocation for services

3.5 Adhere to professional ethics in the workplace.

- Define professional ethics:
 - be courteous to clients
 - perform salon services at a high level of competency
- Follow and interpret employer's code of professional conduct

S1734 PROFESSIONAL DEVELOPMENT

General Learning Outcome

Upon successful completion, the apprentice is able to adapt to various and changing technologies, applications and procedures in the hair styling industry, and develop and present a plan outlining future professional development.

Duration: Total 8 hours Theory 8 hours Practical 0 hours

Prerequisites: None

Cross Reference to Training Standards:

5343.01

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
80%		20%

LEARNING OUTCOMES AND CONTENT

4.1 Cultivate a professional image to comply with client and employer expectations.

- Define professional image
- Describe self-esteem, self-image and its projection
- Define personality and attitude, and their influence in the workplace
- Apply dress code concepts

4.2 Develop career goals and success strategies.

- Describe the importance of goal settings and identify its impact
- Define goal setting techniques, short term and long term
- Develop personal and professional goals
- Benchmark and evaluate goals
- Describe the basic guidelines for success including motivation and self-management

4.3 Identify learning resources and opportunities to promote professional competence and skill development.

- Create a professional development plan with support from mentors, suppliers, co-workers, professional associations, etc.
- Define “Professional Development” and the importance of attending seminars, workshops and conferences
- Identify means of keeping pace with new trends and their adaptations
- Identify means of networking

4.4 Identify areas for professional growth and development by assessing constructive feedback relating to one's own performance, strengths and limitations to

- Identify strategies to develop and implement ongoing self-evaluation
- Describe performance appraisal evaluations and their positive role
- Define constructive criticism and describe its relevance in professional growth and development
- Identify resources to maintain current knowledge and competence in the profession

4.5 Prioritize services through effective time management.

4.6 Research, recognize and reproduce current trends for cutting and styling hair, permanent wave services, chemical texture services, colour and lightening services and hair additions.

- Use multi-media resources to research current trends, such as:
 - magazines
 - internet
 - networking
- Identify current trends and techniques for cutting and styling hair, permanent wave and chemical texture services, colour and lightening techniques and hair additions
- Describe how these looks are created:
 - list the features and benefits of the product/technique in relation to that of the client
 - describe the procedural steps to replicate the current styles

S1735 CLIENT SERVICE

General Learning Outcome

Upon successful completion, the apprentice is able to develop and use client service strategies that meet and adapt to individual client needs and expectations.

Duration: Total 8 hours Theory 4 hours Practical 4 hours

Prerequisites: None

Cross Reference to Training Standards:

5344.01, 5343.03, 5343.04

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

5.1 Conduct an efficient and effective client consultation.

- Establish professional rapport with client
- Determine service plan to be recommended
- Elicit salon service needs and preferences from client
- Summarize needs and preferences for client
- Recommend service solution and establish price
- Obtain client consent
- Document client information in salon records

5.2 Apply relevant knowledge of anatomy to the design and performance of client services.

- Describe the anatomical features of the head as they relate to client services
- Analyze visual attributes of the client, such as head, face and body size and shape

5.3 Describe the properties of the hair and scalp.

- Identify structures of skin
- Define functions of skin
- Identify structure of hair
- Define stages of hair growth

- Analyse physical attributes of client's hair:
 - diameter
 - density and distribution
 - colour
 - curl
 - condition
 - growth pattern
 - cowlick and whorl

- Analyze relationships between hair services and client attributes

S1736 PREPARATORY PROCEDURES AND TREATMENTS 1

General Learning Outcome

Upon successful completion, the apprentice is able to select and administer preparatory procedures and/or treatments to the hair and scalp using individually selected products to meet the expectations of the client.

Duration: Total 16 hours Theory 8 hours Practical 8 hours

Prerequisites: None

Cross Reference to Training Standards:

5341.04, 5344.02, 5344.03, 5344.04, 5344.05, 5345.01, 5345.02, 5345.03, 5345.04

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

- 6.1 Explain the basic chemical properties of products.
- Define pH
 - Define the properties of water and its interaction with hair
- 6.2 Analyze hair and scalp using predisposition, hair porosity, hair elasticity and various strand tests.
- Apply and analyze the results of a patch test to determine potential allergic reaction to salon products
 - Determine the level of hair porosity
 - Determine the degree of hair elasticity
 - Determine the result of chemical services such as colouring, lightening, as well as texturing services using strand tests
 - Document hair analysis results and update the client's record for future reference
- 6.3 Perform preliminary hair and scalp services.
- Describe safety and sanitary requirements that apply to draping a client
 - Demonstrate draping techniques for common salon services
 - Describe procedures for shampooing, conditioning and treating hair
 - Perform procedures for shampooing, conditioning and treating hair
 - Describe scalp treatment procedures
 - Apply scalp treatment products
 - Demonstrate scalp massage techniques
 - Demonstrate brushing techniques

S1737 CUT HAIR 1

General Learning Outcome

Upon successful completion, the apprentice is able to identify, select and use a variety of tools to cut hair according to the needs and expectations of the client.

Duration: Total 36 hours Theory 16 hours Practical 20 hours

Prerequisites: None

Cross Reference to Training Standards:

5346.01, 5346.02, 5346.03, 5346.04, 5346.04, 5346.05, 5346.06

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
40%	40%	20%

LEARNING OUTCOMES AND CONTENT

7.1 Interpret consultation results to determine type of cutting design to be performed.

- Determine facial shape and bone structure of head
- Identify prominent or irregular features
- Interpret hair analysis in terms of:
 - texture
 - elasticity
 - growth patterns
- Apply knowledge of reference points and areas of the head for execution of the hair cut design

7.2 Describe the purpose of elevations and angles used in cutting hair.

- Differentiate between the different elevations used to cut hair (0,45,90)
- Describe the outcome of the finished cut when using over-directed elevation
- Describe and demonstrate consistent tension and moisture on the hair when cutting
- Identify horizontal, vertical and diagonal lines and angles used in hair cutting

7.3 Compare the results achieved from the use of stationary and traveling guides.

- Differentiate between a stationary guide and a traveling guide
- Identify the outcome when using a traveling guide
- Identify the outcome when using a stationary guide

7.4 Select tools and apply techniques to achieve desired cutting results.

- Demonstrate the use of shears, razors, clippers, trimmers and texturizing shears
- Describe the purpose of maintaining consistent tension on the hair during cutting service and demonstrate correct technique

- Adapt cutting procedure to accommodate face shape, density, texture, natural growth and wave patterns
- Perform procedural steps for cutting service to assure accuracy in design
- Demonstrate effective cross checking for evenness of cut
- Perform visual inspection for design shape, form and texture

7.5. Describe procedures for non-elevated and elevated haircuts on wet and dry hair.

- Apply client information to design a specific cut
- Apply knowledge of reference points, head surface changes and areas of the head for execution of the design
- Demonstrate effective body positioning and tool manipulation
- Design cutting procedure
- Complete procedural steps to finish cut
- Cross check hair to ensure evenness

7.6 Perform elevated and non-elevated haircuts on wet and dry hair.

- Describe types of elevated and non-elevated haircuts, including:
 - tapers
 - fades
 - flat tops
 - blunt cuts
 - layered
- Demonstrate combing and sectioning techniques
- Determine and establish guideline and cutting design patterns
- Adapt cutting procedure to accommodate face shape, density, texture, natural growth and wave patterns
- Perform procedural steps for cutting service to assure accuracy in design

- Demonstrate effective cross checking for evenness of cut
- Perform visual inspection for design shape, form and texture

7.7 Customize cuts using detailing and texturing techniques on wet and dry hair.

- Determine area of the head that requires texturizing service
- Determine area of the head that requires detailing
- Select tools to texturize hair
- Select tools to detail hair cut
- Demonstrate the steps to texturize hair
- Demonstrate the steps to detail hair
- Inspect with visual and tactile techniques to ensure completion of service
- Cross check for evenness of cut

S1738 STYLE HAIR 1

General Learning Outcome

Upon successful completion, the apprentice is able to select and use standard and specialized techniques to effectively style wet and dry hair.

Duration: Total 36 hours Theory 16 hours Practical 20 hours

Prerequisites: None

Cross Reference to Training Standards:

5347.01, 5347.02, 5347.03, 5347.04, 5347.05, 5347.06, 5347.07

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
40%	40%	20%

LEARNING OUTCOMES AND CONTENT

8.1 Interpret consultation results to determine type of styling design to be performed.

- Choose hairstyle according to facial shape, bone structure of head, as well as prominent and irregular features
- Choose hairstyling method according to length, texture, porosity, elasticity, density and natural growth patterns
- Prepare client for selected hair styling service

8.2 Describe the use of the various tools for wet, thermal and dry hairstyling.

- Explain the use and features of the various styling implements, including:
 - rollers
 - pin curl clips
 - blow dryer
 - diffuser
 - curling iron
 - flat iron
 - styling brushes

8.3 Define the foundational elements of design.

- Describe the following design elements:
 - form
 - line
 - shape
 - texture
 - colour

8.4 Select and use hair styling products for wet, thermal and dry hairstyling.

- Identify and describe the features of hair styling products for wet, thermal and dry styling
- Select and apply product according to desired result and hair type

8.5. Determine and demonstrate base control of tool placement for desired outcome.

- Define the three base controls used in hair styling:
 - on base
 - off base
 - half base
- Describe the volume achieved as a result of each base control
- Analyze hair distribution and its effects on the final result of the style
- Explore the various tool positions and placements, and the effects that are created:
 - spiral
 - croquinole
 - barrel curls

8.6. Style wet hair using blow dryers, brushes, finger methods, diffuser, hood dryer, rollers, pin curls, braiding and finger waves.

- Perform brushing techniques to style hair, including:
 - round brush techniques
- Demonstrate tool and hand manipulation techniques
- Examine the various comb-out techniques
- List the safety practices to ensure client comfort, such as securing pins and rollers
- Use moulding and shaping techniques, such as:
 - finger waves
 - pin curls
- Perform visual inspection
- Determine timing process, including required drying time

8.7. Thermal-set hair using blow dryers, hood dryers, curling irons, flat irons, and rollers.

- Perform brushing and combing techniques
- Demonstrate tool and hand manipulation techniques
- Examine and perform the various comb-out techniques, including back combing and back brushing
- List the safety practices to ensure client comfort:
 - protecting scalp with comb when using thermal tools
 - directing air flow away from scalp
- Perform visual inspection
- Determine timing process

8.8. Perform formal hair styling service on medium to long hair.

- Perform brushing and combing techniques
- Demonstrate tool and hand manipulation techniques
- Demonstrate updo techniques:
 - chignon
 - twists
 - knots
 - rolls
 - overlaps
- Identify the hair placement and securing options for long hair design pinning
- Use ornamentation or hair attachments to enhance hairstyle:
 - bridal hair
 - attaching veils
 - placing tiaras
- Apply styling and finishing products
- Perform visual inspection

LEARNING OUTCOMES AND CONTENT

- 9.1. Describe the effect of each of the permanent wave processes on all layers of the hair.
- Identify the 3 layers of the hair
 - Differentiate between the physical and chemical action on the hair
 - Describe the chemical reformation action on the 3 layers of hair through the use of permanent wave products
 - Describe the neutralizing process for permanent wave service in relation to the hair
- 9.2. Perform preparatory steps for permanent wave service procedure.
- Analyze hair and scalp
 - Identify length, texture, porosity, elasticity, density and natural growth patterns
 - List the safety issues that result from existing scalp abrasions or disorders
 - Identify desired hair texture
 - Determine the product and service based on analysis of hair and client feedback
 - Perform a strand test to determine strength of product and timing of service
 - Prepare client for permanent wave service
- 9.3. Interpret consultation results to determine type of permanent wave service to be performed.
- 9.4. Explain and apply the relevant knowledge for the selection of permanent wave solutions, wave tools and application methods.
- Identify types of permanent wave solutions
 - Identify and describe the features of permanent wave products:
 - list the function of each permanent wave product

- compare and contrast an acid wave perm solution and an alkaline wave perm solution
- identify chemical hazards associated with permanent wave products
- Recommend strategies for correcting inconsistent curl results

9.5 Use permanent wave tools and perform application methods.

- Identify various permanent wave tools and describe their different curl outcomes
- Apply various end paper methods to secure ends
- Demonstrate wrapping patterns
- Demonstrate proper tool position to complement each wrap method

9.6 Perform procedural steps to complete permanent wave service.

- Locate and follow manufacturer's directions for preparation of permanent wave service
- Demonstrate pre-service treatments/hair preparation
- Select tools for service
- Section and sub-section hair for control during service
- Demonstrate hand and tool manipulation techniques
- Apply protective cream
- Apply specific permanent wave product to achieve the desired outcome
- Time process
- Perform visual inspection
- Demonstrate rinsing and blotting techniques
- Apply neutralizing product
- Select and apply finishing product according to manufacturer's specifications

S1740 COLOUR AND LIGHTEN HAIR 1

General Learning Outcome

Upon successful completion, the apprentice is able to colour, lighten, tone, highlight and lowlight hair, and/or remove pigment to the level of colour desired.

Duration: Total 56 hours Theory 32 hours Practical 24 hours

Prerequisites: None

Cross Reference to Training Standards:

5340.01, 5340.02, 5340.03, 5340.04, 5350.01, 5350.02, 5350.03, 5350.04, 5350.05, 5350.06, 5350.07, 5350.08, 5350.09, 5350.10

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

10.1 Explain the principles and inter-relationship between colours.

- Explain the law of colour
- Identify the primary, secondary and tertiary colours on the colour wheel
- Identify the neutral positioning on the colour wheel
- Explain the Level System of colour identification
- Identify the underlying pigment of each level of colour
- Identify tonal values within colours
- Describe the results when adding warm tones to formulas
- Describe the results when adding cool tones to formulas

10.2 Explain the composition and chemical action of products used to alter hair colour.

- Identify the layers of the hair being affected by colouring or lightening products
- Identify non-oxidative colour products
- Explain the effects of non-oxidative colour products on the hair structure
- Identify the physical changes that occur during processing
- Identify oxidative colour products
- Explain the effects of oxidative colour products on the hair structure
- Identify the physical changes that occur during processing

10.3 Differentiate among all categories of colour and lightening products.

- Categorize each of the colour products as non-oxidative or oxidative
- Identify the features and benefits of products
- Explain the purpose of using varying products
- Describe the application procedure
- Relate the chemical and physical changes that occur to the hair structure
- Describe the limitations of performance of each category

10.4 Explain the influence of pigmentation in hair when formulating colour products.

- Inspect hair for natural and artificial pigmentation
- Inspect hair for percentage of grey hair (non-pigmented hair)
- Explain the theory of replacing the required pigmentation of hair to achieve the level and tone desired, using
 - colour fillers
 - porosity equalizer
- Adjust formulation of colour product based on:
 - pigmentation currently present in hair
 - lack of pigmentation in hair

10.5 Interpret client consultation information for selection of colour and lightening products.

- Record client information
- Perform pre-disposition test for service to determine possible allergic reaction
- Use colour charts and resources to identify natural and desired colour
- Determine product and tools to perform services
- Communicate results of test, service requirements and costs to client for approval

- 10.6 Select colour and lightening products, tools and application methods.
- Select product referencing test results, hair analysis and client needs
 - Determine application technique and placement of product
- 10.7 Describe and apply the methods and procedural steps for a retouch application.
- Identify area for application of product
 - Identify colour fading using colour charts and client records
 - Section hair in preparation for application
 - Locate line of demarcation to establish time frame of previous service
 - Apply formulated product to new growth without overlapping previously coloured hair
 - Cross check for consistent product placement and coverage
 - Time processing following manufacturer's specifications
 - Strand test during process for colour development using visual inspection technique
- 10.8 Demonstrate procedural steps for colouring virgin hair lightener.
- Section hair for application of product and service
 - Apply formulated product to hair shaft not to include porous ends and a half inch away from the scalp
 - Cross check for consistent product placement and coverage
 - Identify colour change during processing to establish time frame for application to scalp area and ends
 - Time process to complete service following manufacturer's specifications

10.9 Demonstrate procedural steps for colouring virgin hair darker.

- Section hair to prepare for application of product
- Apply formulated product to entire strands of hair from scalp to ends
- Cross check for consistent product placement and coverage
- Time process following manufacturer's specifications
- Strand test for colour processing and completion

Summary of Recommended Tools and Equipment for Level 1

Sanitizing and Safety Equipment - broom, buckets, disinfecting jar, dustpan, eyewash station, fire extinguisher, first aid kit, laundry basket, mop, recycling containers, rubber gloves, safety glasses, sanitizing jar, sharps container, stylist apron, ultraviolet sanitizer, vacuum cleaner, covered waste can

Client Capes – chemical capes, cutting capes, robes, shampoo capes, smocks, styling capes, towels

Salon Equipment - Booster seat, Clothes dryer, Cutting stools, Hood dryer, Hydraulic styling chair, Process accelerating machine, Shampoo basin, Shampoo chair, Styling station, Trolley, Washing machine

Single use tools – bobby pins, neck strip, plastic cap, gloves, hair elastics, foil, end papers, cotton

Haircutting tools – scissors, clips, capes, water bottle, electric clipper, guards, razor, trimmer, shears, specialty shears (texturizing, thinning, notching) neck duster

Hairstyling tools – blow dryer, styling irons (flat, curling, waving spiral, crimping) round brushes (small, medium and large) vent brush, tail comb, combs, diffuser, hand mirror

Perm Tools – clips and clamps, combs, drip tray, neutralizing bib, perm picks, perm rods, specialty perm tools, timers

Colouring tools – applicator bottle, colour brush, colour chart, swatch book, highlight hook, highlight cap, non-metallic bowl, scale, timer, whisk

Hairstylist

Level 2

S1741 ENTREPRENEURIAL SKILLS 2

General Learning Outcome

Upon successful completion, the apprentice is able to apply entrepreneurial skills to the operation and administration of a hair stylist business.

Duration: Total 16 hours Theory 16 hours Practical 0 hours

Prerequisites: Ethics, Regulation and Policy
 Health and Safety
 Entrepreneurial Skills 1

Cross Reference to Training Standards:

5343.01, 5343.05, 5343.06, 5343.07, 5343.08

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
80%		20%

LEARNING OUTCOMES AND CONTENT

11.1 Describe the fundamentals of salon business operation and organization.

- Prepare day sheets for:
 - daily accounting procedures
 - use of checklist to reconcile daily financial records
- Prepare time sheets or schedules:
 - employee schedules
 - appointment book
- Perform banking transaction, including:
 - daily deposits
 - bank reconciliations
- Describe inventory control procedures:
 - create inventory spread sheets
 - monitor inventory turnover
 - forecast future inventory requirements
 - use inventory management software
- Create a business plan:
 - create floor plan (including pictures of furniture, colour scheme)
 - choose desired location
 - analyse demographics of chosen location
 - develop budget
 - create sales forecast
- Determine insurance requirements:
 - describe malpractice/liability insurance
 - explain importance of insurance
 - explain insurance requirements for sub-contractors and renters
- Describe provincial and federal legislation relevant to business operation and staffing, including:
 - applicable provincial sales taxes
 - employee/employer remittance
 - Ontario Employment Standards such as statutory holidays, maternity leave, vacation pay
- Execute procedural calculations for salon for:
 - commission, hourly, rental
 - daily productivity

11.2 Develop marketing, promotional and sales strategies for salon products and services.

- Create template for marketing plan
- Determine and recommend home maintenance products
- Inform client of current salon promotions
- Inform client of related salon services available
- Recommend future services to be rendered
- Demonstrate closing techniques for retail products

11.3 Describe the features, advantages and benefits of products and services to be rendered for hair and scalp.

- Differentiate between features and benefits of retail products
- Interpret and communicate product knowledge
- Recommend retail products and services
- Communicate additional costs and client maintenance requirements

11.4 Apply conflict resolution techniques to the operation and administration of a hairstyling business.

- Assess situation
- Recognize an escalating situation
- Demonstrate problem solving techniques
- Negotiate solutions
- Identify alternative options
- Document incident

S1742 PREPARATORY PROCEDURES AND TREATMENTS 2

General Learning Outcome

Upon successful completion, the apprentice is able to select and administer preparatory procedures and/or treatments to the hair and scalp using individually selected products to meet the expectations of the client.

Duration: Total 16 hours Theory 8 hours Practical 8 hours

Prerequisites: Ethics, Regulation and Policy
 Health and Safety
 .Preparatory Procedures and Treatments 1

Cross Reference to Training Standards:

5343.04, 5344.01, 5345.01, 5345.02, 5345.03, 5345.04

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
50%	30%	20%

LEARNING OUTCOMES AND CONTENT

- 12.1 Explain the basic chemical properties of products.
- Define pH
 - Define the properties of water and its interaction with hair
- 12.2 Identify types, conditions and disorders of hair and scalp, and make recommendations and referral to physicians as required.
- Analyze hair condition
 - Select shampoos, conditioners and treatments based on hair analysis
 - Describe types of hair loss and available treatment methods, such as alopecia
 - Describe and differentiate common hair and scalp conditions and diseases
 - Recommend treatment for hair and scalp conditions and diseases
 - Identify scalp conditions and diseases that require referral to a doctor
- 12.3 Select and recommend products and services based on function and composition.
- Determine pH of products and its effect
 - Define the functions of common ingredients in hair care products
 - Recommend hair care products for home and salon use

S1743 CUT HAIR 2

General Learning Outcome

Upon successful completion, the apprentice is able to identify, select and use a variety of tools to cut hair according to the needs and expectations of the client.

Duration: Total 40 hours Theory 12 hours Practical 28 hours

Prerequisites: Ethics, Regulation and Policy
 Health and Safety
 Cut Hair 1

Cross Reference to Training Standards:

5346.01, 5346.02, 5346.03, 5346.04, 5346.05, 5346.06, 5346.07

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
30%	50%	20%

LEARNING OUTCOMES AND CONTENT

13.1 Select tools and apply techniques to achieve desired cutting results.

- Demonstrate the use of shears, razors, clippers, trimmers and texturizing shears
- Describe the purpose of maintaining consistent tension on the hair during cutting service and demonstrate correct technique
- Adapt cutting procedure to accommodate face shape, density, texture, natural growth and wave patterns
- Perform procedural steps for cutting service to assure accuracy in design
- Demonstrate effective cross checking for evenness of cut
- Perform visual inspection for design shape, form and texture

13.2 Trim facial hair and cut superfluous hair.

- Demonstrate combing technique
- Determine guideline and design
- Demonstrate cutting and edging techniques
- Perform visual inspection for evenness of design

13.3 Customize cuts using detailing and texturing techniques on wet and dry hair.

- Determine area of the head that requires texturizing service
- Determine area of the head that requires detailing
- Select tools to texturize hair
- Select tools to detail hair cut
- Demonstrate the steps to texturize hair
- Demonstrate the steps to detail hair

- Inspect with visual and tactile techniques to ensure completion of service
- Cross check for evenness of cut

13.4 Select and recommend products and services based on function and composition.

- Determine pH of products and its effect
- Define the functions of common ingredients in hair care products
- Recommend hair care products for home and salon use

S1744 STYLE HAIR 2

General Learning Outcomes

Upon successful completion, the apprentice is able to select and use standard and specialized techniques to effectively style wet and dry hair.

Duration: Total 40 hours Theory 12 hours Practical 28 hours

Prerequisites: Ethics, Regulation and Policy
 Health and Safety
 Style Hair 1

Cross Reference to Training Standards:

5347.01, 5347.02, 5347.03, 5347.04, 5347.05, 5347.06, 5347.07

Evaluation and Testing: Assignments related to theory and skills
 Minimum of one mid-term test during the term
 Final exam at end of term
 Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
30%	50%	20%

LEARNING OUTCOMES AND CONTENT

14.1 Define the foundational elements of design.

- Describe and apply design principles:
 - repetition
 - proportion
 - balance
 - rhythm
 - emphasis
 - harmony

14.2 Select and use hair styling products for wet, thermal and dry hairstyling.

- Identify and describe the features of hair styling products for wet, thermal and dry styling
- Select and apply product according to desired result and hair type

14.3 Style wet hair using blow dryers, brushes, finger methods, diffuser, hood dryer, rollers, pin curls, braiding and finger waves.

- Perform brushing techniques to style hair, including:
 - round brush techniques
 - vent brush
- Demonstrate tool and hand manipulation techniques
- Examine the various comb-out techniques
- List the safety practices to ensure client comfort, such as securing pins and rollers
- Use moulding and shaping techniques, such as:
 - finger waves
 - pin curls
- Perform visual inspection
- Determine timing process, including required drying time

14.4 Thermal-set hair using blow dryers, hood dryers, curling irons, flat irons, and rollers.

- Perform brushing and combing techniques
- Demonstrate tool and hand manipulation techniques
- Examine and perform the various comb-out techniques, including back combing and back brushing
- List the safety practices to ensure client comfort:
 - protecting scalp with comb when using thermal tools
 - directing air flow away from scalp
- Perform visual inspection
- Determine timing process

14.5 Perform formal hair styling service on medium to long hair.

- Perform brushing and combing techniques
- Demonstrate tool and hand manipulation techniques
- Demonstrate updo techniques:
 - chignon
 - twists
 - knots
 - rolls
 - overlaps
- Identify the hair placement and securing options for long hair design pinning
- Use ornamentation or hair attachments to enhance hairstyle:
 - bridal hair
 - attaching veils
 - placing tiaras
- Apply styling and finishing products
- Perform visual inspection

S1745 CHEMICALLY RELAX HAIR

General Learning Outcome

Upon successful completion, the apprentice is able to chemically relax hair by selecting and applying relevant knowledge of, and skills with, chemical products and techniques in order to meet the needs and expectation of the client.

Duration: Total 44 hours Theory 16 hours Practical 28 hours

Prerequisites: Ethics, Regulation and Policy
Health and Safety

Cross Reference to Training Standards:

5349.01, 5349.02, 5349.03, 5349.04, 5349.05, 5349.06, 5349.07

Evaluation and Testing: Assignments related to theory and skills
Minimum of one mid-term test during the term
Final exam at end of term
Periodic quizzes

Mark Distribution:

Theory Testing	Practical Application Testing	Final Assessment
30%	50%	20%

LEARNING OUTCOMES AND CONTENT

- 15.1 Describe the effect of each of the chemical texture processes on all layers of the hair.
- Identify the 3 layers of the hair
 - Differentiate between the physical and chemical action on the hair
 - Describe the chemical reformation action on the 3 layers of hair through use of chemical texture products, including:
 - chemical hair relaxers
 - curl reformation products
 - Describe the neutralizing process for each chemical texture service in relation to the hair and their effects on the 3 layers of the hair
- 15.2 Perform preparatory steps for chemical texture service procedure.
- Analyze hair and scalp
 - Identify length, texture, porosity, elasticity, density and natural growth patterns
 - List the safety issues that result from existing scalp abrasions or disorders
 - Identify desired hair texture (curl or straight)
 - Determine the product and service based on analysis of hair and client feedback
 - Perform a strand test to determine strength of product and timing of service
 - Prepare client for chemical texture service
- 15.3 Interpret consultation results to determine type of chemical texture service to be performed.

15.4 Explain and apply the relevant knowledge for the selection of chemical relaxing products, tools and application methods.

- Identify the various types of relaxers, including:
 - sodium hydroxide
 - ammonium thioglycolate
 - no-lye relaxers
- Identify and describe the features of relaxing products:
 - list the function of each relaxing product
 - describe the advantages and disadvantages of various relaxing products
 - align the varying strengths of chemical relaxers with their results
- Choose the appropriate chemical relaxer based on the analysis of the client's hair
- Identify the stages of reduction for overly curly hair
- Describe the function of the relaxation test.

15.5 Identify the tools and equipment required for a chemical relaxing procedure.

- Distinguish between the four basic methods of application:
 - virgin relaxer application
 - relaxer retouch application
 - partial relaxer
 - curl diffusion

15.6 Perform procedural steps to complete chemical texture services

- Locate and follow manufacturer's directions for preparation of chemical texture service
- Demonstrate pre-service treatments/hair preparation
- Select appropriate tools for service
- Section and sub-section hair for control during service
- Demonstrate hand and tool manipulation techniques
- Apply protective cream
- Apply specific chemical texture product as per desired outcome

- Time process
- Perform visual inspection
- Apply neutralizing product
- Demonstrate rinsing and blotting techniques
- Select and apply finishing product according to manufacturer's specifications

LEARNING OUTCOMES AND CONTENT

16.1 Differentiate each stage of de-colourization.

- Identify the levels of hair colour by number and name
- Identify the levels from lightest to darkest
- Pre-determine level of lightness to achieve

16.2 Interpret client consultation information for selection of colour and lightening products.

- Record client information
- Perform pre-disposition test for service to determine possible allergic reaction
- Use colour charts and resources to identify natural and desired colour
- Determine product and tools to perform services
- Communicate results of test, service requirements and costs to client for approval

16.3 Select colour and lightening products, tools and application methods.

- Select product referencing test results, hair analysis and client needs
- Determine application technique and placement of product

16.4 Describe and apply the methods and procedural steps for a retouch application.

- Identify area for application of product
- Identify colour fading using colour charts and client records
- Section hair in preparation for application
- Locate line of demarcation to establish time frame of previous service
- Apply formulated product to new growth without overlapping previously coloured hair

- Cross check for consistent product placement and coverage
- Time processing following manufacturer's specifications
- Strand test during process for colour development using visual inspection technique

16.5 Demonstrate procedural steps for colouring virgin hair lightener.

- Section hair for application of product and service
- Apply formulated product to hair shaft not to include porous ends and a half inch away from the scalp
- Cross check for consistent product placement and coverage
- Identify colour change during processing to establish time frame for application to scalp area and ends
- Time process to complete service following manufacturer's specifications

16.6 Demonstrate procedural steps for colouring virgin hair darker.

- Section hair to prepare for application of product
- Apply formulated product to entire strands of hair from scalp to ends
- Cross check for consistent product placement and coverage
- Time process following manufacturer's specifications
- Strand test for colour processing and completion

16.7 Determine procedural steps for corrective service.

- Determine formulas, application and processing time needed for service based on strand test and existing colour of hair, taking into account:
 - formulas
 - application time
 - processing time
 - strand testing to determine existing hair colour

16.8 Demonstrate procedural steps for double process.

- Demonstrate procedural steps to pre-lighten hair:
 - mix lightening product according to manufacturer's specifications
 - demonstrate sectioning and sub sectioning techniques
 - select method of application such as retouch (new-growth) or virgin
 - demonstrate hand and tool manipulation techniques
 - time process according to manufacturer's specifications
 - perform visual colour test
 - demonstrate product removal techniques
 - select and apply finishing product according to manufacturer's specifications

- Demonstrate procedural steps for toner application on pre-lightened hair.
 - mix toning product according to manufacturer's specifications
 - demonstrate sectioning and sub-sectioning techniques
 - apply toner mixture such as retouch or virgin application
 - demonstrate hand and tool manipulation techniques
 - time process according to manufacturer's specifications
 - emulsify according to manufacturer's specifications
 - perform visual colour test
 - demonstrate product removal techniques
 - select and apply finishing product according to manufacturer's specifications

16.9 Demonstrate and apply procedural steps for highlight or low light application techniques.

- Select method and mixing product according to manufacturer's specifications
- Demonstrate sectioning and sub-sectioning techniques
- Demonstrate application method such as foil or cap
- Demonstrate weaving and freehand application techniques
- Demonstrate hand and tool manipulation technique.
- Time process according to manufacturer's specifications
- Perform visual colour test
- Demonstrate product and equipment removal techniques
- Select and apply finishing product according to manufacturer's specifications

LEARNING OUTCOMES AND CONTENT

17.1 Describe function, performance and uses of various fibre types.

- Synthetic fibre
- Natural fibre
- Natural hair types, including:
 - remy
 - yaki
 - Chinese
 - Indian
 - European

17.2 Interpret consultation results to determine type of hair addition service to be performed.

- Determine addition type
- Determine fibre type
- Determine attachment method
- Determine length of addition
- Match addition to natural hair based on:
 - colour
 - density
 - texture
- Determine alterations to be applied to addition according to design, such as:
 - colouring
 - cutting to shape
 - cutting to blend
 - styling

17.3 Perform procedural steps to fit and apply selected hair additions such as wig, hair piece, weft or extensions.

- Determine size or quantity of additions based on head measurements
- Choose attachment method
- Attach or fit to head:
 - select products, tools and equipment required
 - alter additions
 - follow manufacturer's directions
 - perform visual inspection

17.4 Describe and perform the procedural steps to colour hair additions.

- Describe how hair colour and lightening theory and procedures are adapted to addition types and fibre types
- Describe the procedures to colour hair additions
- Prepare additions for colour application
- Demonstrate product application and removal, ensuring protection of the integrity of the addition

17.5 Cut and blend hair additions to desired shape, length and thickness.

- Select tools and procedures to cut additions according to fibre type:
 - razors
 - shears
 - texturizing shears
 - wig blocks
 - t-pins
- Describe and demonstrate how the following cutting techniques and procedures are adapted for hair additions:
 - combing techniques
 - sectioning techniques
 - thinning and texturizing techniques
 - layering techniques
 - simulating natural appearance
 - visual inspection for accuracy

17.6 Perform the procedural steps to style additions.

- Identify and select relevant styling tools, products and procedures according to fibre type
- Demonstrate styling techniques and procedures that are specially adapted to additions:
 - securing addition to remain stationary during procedure
 - combing techniques
 - sectioning techniques
 - blending techniques
 - final finishing or fitting

17.7 Describe maintenance and home care procedures of additions.

- Describe wear and deterioration
- Describe products, tools and equipment for repair
- Describe how to re-attach or repair additions
- Describe how to clean according to manufacturer's directions and fibre type
- Describe home care procedures to client:
 - explain necessity for regular salon maintenance
 - explain how to clean addition according to fibre type and following manufacturer's directions
 - explain safe and effective brushing/combing/styling techniques

17.8 Remove hair additions to maintain the integrity of the natural hair.

- Describe precautions for removing hair addition
- Describe detachment tools and products
- Select product, tools and equipment for addition removal
- Demonstrate procedures for-removing addition
- Perform visual inspection of natural hair's integrity after removal

Summary of Recommended Tools and Equipment for Level 2

Sanitizing and Safety Equipment - broom, buckets, disinfecting jar, dustpan, eyewash station, fire extinguisher, first aid kit, laundry basket, mop, recycling containers, rubber gloves, safety glasses, sanitizing jar, sharps container, stylist apron, ultraviolet sanitizer, vacuum cleaner, covered waste can

Client Capes – chemical capes, cutting capes, robes, shampoo capes, smocks, styling capes, towels

Salon Equipment - Booster seat, Clothes dryer, Cutting stools, Hood dryer, Hydraulic styling chair, Process accelerating machine, Shampoo basin, Shampoo chair, Styling station, Trolley, Washing machine

Single use tools – bobby pins, neck strip, plastic cap, gloves, hair elastics, foil, end papers, cotton

Haircutting tools – scissors, clips, capes, water bottle, electric clipper, guards, razor, trimmer, shears, specialty shears (texturizing, thinning, notching) neck duster

Hairstyling tools – blow dryer, styling irons (flat, curling, waving spiral, crimping) round brushes (small, medium and large) vent brush, tail comb, combs, diffuser, hand mirror

Perm Tools – clips and clamps, combs, drip tray, neutralizing bib, perm picks, perm rods, specialty perm tools, timers

Colouring tools – applicator bottle, colour brush, colour chart, swatch book, highlight hook, highlight cap, non-metallic bowl, scale, timer, whisk

GLOSSARY OF TERMS

Acidity	The state of being acidic, i.e. having a pH of below 7.0.
Activator	Chemical agent employed to start the action of chemical products on hair; an additive used to quicken the action or progress of a chemical. Another word for booster, accelerator, protenator or catalyst.
Adhere	To join together or unite two or more surfaces.
Alkaline	Having a pH of greater than 7.0.
Alopecia	Loss of hair, especially from the head, which either happens naturally or is caused by a disease.
Balayage (Baliage)	Freehand application of colour and/or lightener.
Barrier Cream	See “protective cream”.
Base Control	The position of the tool in relation to the base.
Base Cream	Oily cream used to protect the scalp during chemical relaxing services.
Bleach (Lightener)	Chemical product used to remove pigment from the hair.
Chemical Hair Relaxer	Also called straightener. Chemical hair relaxing is a process that rearranges the structure of curly hair into a straight or smoother form.
Chemical Service	Service which alters the structure of hair using chemicals; e.g. as in permanent wave, hair colouring, hair straightening.
Chemical texture service	Process using chemicals for services such as straightening, smoothing, relaxing or curling the hair.
Chemical waving	Process using chemicals to alter the structure of straight hair to curly hair.
Client Consultation	Visual and tactile assessment of the client’s hair followed by a verbal or written communication to determine and confirm desired result of styling service.
Client Record	A particular form used to record client and service information.
Colour Chart	Resource produced by manufacturers of hair colouring products used to select colour options.
Colour Contouring	Process used to shade or highlight the contours of a hairstyle with hair colour.

Colour Deposit	The effect of a colour product in terms of its ability to add colour pigment to the hair.
Colour Formulation	Process of selecting colour and/or hydrogen peroxide to achieve desired colour, based on assessment.
Colour remover	Chemical product used to remove artificial colour from the hair.
Conditioning	Task of applying a product to hair to temporarily replenish hair condition.
Contour of Hairstyle	Outline of the finished hairstyle.
CPR	Cardio Pulmonary Resuscitation; the combined basic life support procedures of artificial circulation and respiration applied to sustain life in a person, who has stopped breathing and whose heart has stopped beating.
Curl Pattern	Movement of hair that is either natural or created.
Custom Colour	Combination of two or more colours, used to customize desired shade or tint.
Demarcation line	Boundary between hair that has been chemically altered and hair that has not been chemically altered.
Developer	Oxidizing agent used to create a change in hair colour.
Directional	Action of directing the hair forward or backward, to create a specific style.
Disinfect salon surfaces	Destroying or killing bacteria and a broad spectrum of fungi and viruses on salon surfaces; may be less effective with destroying spores.
Distribution	Process of dispersing hair over an area; or arranging and distributing hair directionally, in relation to its base parting.
Edging Technique	Cutting technique used to outline the sideburn and hairline area.
Elasticity	Ability of the hair to stretch and return to its original length.
Elevation	Term employed in hair cutting and styling, to indicate the angle or degree hair is held from the head.
Emulsifier	A thickening agent and/or binding agent added to products to change their physical composition (joins two or more ingredients together); e.g. for changing a lotion into a cream.
Filler	Preparation used to equalize porosity, or replace missing pigment in the hair.

Finger Wave	Loose wave made by dampening and shaping the hair without heat, using only fingers and comb.
Graduation	Haircut in which sub-sections of hair are cut in layers longer from the inner layer to the outer layer; a haircut displaying up-angle cutting.
Guideline	Hair strand used for a general shaping or cutting pattern; hair cut to a specific length, to serve as a guide for determining the length of the rest of the sections.
Hair Additions	May include wigs, hair pieces and extensions. Intended to disguise hair loss or enhance natural hair.
Hair Analysis	Examination of the general conditions of the hair: type, texture, density, breakage, oiliness, dryness, elasticity, porosity, quantity, wave pattern, growth pattern, length, colour, and chemical and medical history.
Hair Colour Level	The degree of lightness or darkness of hair colour.
Hair Cuticle	Outer layer of the hair, consisting of a single overlapping layer of transparent scale-like cells.
Hair Density	Number of hair strands in a given area; density may be thin, medium or thick.
Hair Ornamentation	Addition meant to enhance the hairstyle. May include a tiara, veil, flower, barrette or pin.
Hair texture	Thickness or diameter of the individual hair strands.
Hair type	Means of classifying hair; i.e. straight, wavy, curly and super curly.
Hair Volume	Amount or quantity of hair (e.g., bulk or mass); the lift, elevation, and height created by the formation of curls or waves in the hair.
Highlighting	Lightening or removing pigment in some hair strands to create lighter pieces of hair in relation to the base colour.
Highlighting or Low lighting Cap	Plastic or rubber head covering with punctured holes.
Lift	Process of lightening existing colour.
Lightening	Chemical process involving the lightening of natural pigment or artificial colour from the hair.
Manufacturer's Specifications	Directions and requirements outlined by a manufacturer in the product literature.

Moisture Level	Amount of hydration in the scalp or hair.
MSDS	Material Safety Data Sheet. A form outlining the properties of a particular substance. It provides workers with procedures for handling or working with a substance in a safe manner.
Natural fall	Natural movement of hair determined by the growth pattern.
Natural Level	The client's original hair colour.
New Growth	Part of the hair shaft between the scalp and the area of the hair that has previously received chemical treatment.
OHSA	Occupational Health and Safety Act.
On-scalp Bleach (Lightener)	Application using a liquid, cream, powder or gel form of lightener (bleach) that can be used directly on the scalp.
Overlapping	Applying a chemical solution beyond the limits of the new growth of hair.
Painted Method	Technique in hair colouring, in which the hair is darkened or lightened in thin strands with a brush.
Patch or Predisposition Test	Required test for determining allergy to a specific substance.
Pattern	Design layout to achieve desired result.
Perimeter	Outer line of a hairstyle or haircut; the silhouette line.
Permanent Colour	A product formulated to change the natural hair colour (may fade over a period of time).
pH (Potential of Hydrogen)	pH is a scale that measures the acidity or alkalinity of a substance. One through seven is acidic, seven through fourteen is alkaline.
Porosity	Ability of the hair to absorb moisture.
Preliminary strand test	Test to determine how hair will react to a formula and how long formula should be left on hair.
Pre-softening	Treating grey or resistant hair to allow for better penetration in chemical services.
Processing (hair)	Action of a chemical solution in permanent waving, hair straightening or hair colouring.
Protective cream	Cream applied to the skin, to protect it against chemicals used during a perm, colour or straightening treatment.

Re-touch Application	Application of hair colour, lightener, or chemical hair relaxer to new growth hair.
Sanitize Salon facilities, tools and equipment	Cleaning and disinfecting salon facilities, tools and equipment to aid in preventing the growth of microbes and reducing the number of pathogens.
Section	Divide the hair by parting into separate areas for control.
Self-Activating Wave	Permanent wave using chemicals that release heat to create curls.
Semi-permanent Colour	A product formulated to temporarily change hair colour (4 to 6 weeks).
Sharps	Disposable cutting blades.
Slicing	Cutting technique to remove bulk or colouring technique used during foiling.
Smooth hair	A non-reactive chemical service to temporarily remove natural curl and seal the cuticle of the hair.
Soft Curl	Hairstyle using products or tools to change curly hair or straight hair into loose curls.
Stationary Guide	A hair cutting guideline to which other hair is directed.
Structure	Inter-related composition or arrangement of a finished hair design.
Sub-section	A smaller section within a larger section of hair, used to maintain control of the hair during a haircut or product application.
Superfluous Hair	Unwanted or excessive hair.
Tactile Inspection	Inspecting by touching.
Temporary Colour	Non-permanent colour made from preformed dyes that may be removed by shampooing.
Tension	Stress caused by stretching or pulling.
Test Curl	Method to pre-determine how the client's hair will react to permanent waving solution and neutralizer; process of testing the hair to determine curl formation during the permanent wave.
Texturizing	Cut for effect within the hair length.
Tint Back	Restoration of the hair to its original colour, or replacement of missing pigment in the hair before colouring to a darker shade.

Tone (noun)	The look of warmth or coolness of a colour.
Tone (verb)	To alter the warmth or coolness of a colour.
Towel-Blotting	Technique of gently pressing a towel over the hair to remove excess moisture or lotion.
Virgin Application	First application of a chemical process to natural hair.
Visual Inspection	Inspection by looking or observing.
Weaving Method	Technique accomplished by weaving separate strands of hair, to achieve an accented effect.
Weft	An amount of hair or fibre which is doubled over and Machine-Sewn along the top to create a long strand of hair; often used for hair extensions and weaving.
WHMIS	Workplace Hazardous Materials Information System.
Work Station	Area where the hairstylist performs related hairstyling functions.