# **BAA** [Hairdressing 12 A] Framework

**District Name:** Vancouver School District **District Number: 39** Developed by: Janna McCullough Date Developed: December 6, 2005 School Name: Vancouver Technical Secondary Principal's Name: David Derpak **Board/Authority Approval Date: Board/Authority Signature:** Course Name: Hairdressing Grade Level of Course: 12A Number of Course Credits: 4 Number of Hours of Instruction: 120 Prerequisite(s): Completion of Grade 11 Hairdressing Courses 11A, 11B, 11C Special Training, Facilities or Equipment Required: Hairdressing Salon, "Tools of the Trade" **Course Synopsis:** Hairdressing 12A is a theory course which builds on the principles of hairdressing and the organization and management of a hair salon from Hairdressing 11A.

As an extension of Hairdressing 11A, the focus of this course is to provide students with ongoing and continuing instruction in the theory of hairdressing and in the operation and management of a hair salon. Concepts previously covered in Hairdressing 11A are expanded and developed in greater detail.

This course is taken concurrently with three other hairdressing courses which emphasis practical skill development.

# **Organizational Structure:**

Unit/Topic	Title	Time - Hours
Unit 1	Superhost	10
Unit 2	Salon Business	10
Unit 3	Salon Ecology	5
Unit 4	Hair Cutting	20
Unit 5	Hair Styling	15
Unit 6	Design Decisions	10
Unit 7	Wigs and Hair Additions	10
Unit 8	Hair Coloring	20
Total		120

## **Unit/Topic/Module Descriptions:**

#### **Unit 1: Overview: Superhost**

The Superhost Program provides students with the skills and knowledge that they need to provide excellent service to the public. It also encourages students to feel a sense of personal pride and commitment to their work.

#### **Curriculum Organizers:**

- 1. Service Skills
- 2. Communication Process and Listening Skills
- 3. Superhost Fundamentals

Learning Outcomes: Students will be able to:

- 1. Demonstrate an understanding of the importance of excellent customer service skills.
- 2. Describe the communication process, and the skills required to make the communication effective
- 3. Demonstrate how to listen to your customers in a way that shows that you care about them and their needs.
- 4. Explain the five key Superhost Fundamentals commitments that assist you to "go the extra mile".

Unit 2: Overview: Salon Business

This unit provides the student with the skills to select the right salon environment for their employment and will allow them to offer the best possible service and products to the clients.

#### **Curriculum Organizers:**

- 1. The Beauty Industry
- 2. Job Search
- 3. Professional Relationships
- 4. Salon Ownership

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#### 5. Salon Retailing

## Learning Outcomes: Students will be able to:

- 1. Establish short and long range personal goals within the beauty industry
- 2. Identify and demonstrate effective job search strategies
- 3. Use a decision making process which includes evaluating criteria to identify suitable job opportunities
- List the steps used to develop and maintain professional relationships including building a clientele.
- 5. Describe salon ownership types, structure, operations, and requirements for the practice of good business.

# Unit 3: Overview: Salon Ecology

Review of the three main concepts: microbiology, infection control, and first aid and safety. Salon ecology enables the student to understand how to prevent the unnecessary spread of infectious diseases and to perform first aid procedures for the protection of the client.

#### **Curriculum Organizers:**

- 1. Review microbiology
- 2. Review growth of Bacteria
- 3. Review Viruses
- 4. Review Infection and infection control
- 5. Review First aid techniques
- 6. Current Developments in Sanitation, Disinfection, and sterilization
- 7. Current Research and Development in Infection and Infection Control
- 8. Current Developments in Communicable Diseases

#### **Learning Outcomes:** Students will be able to:

- 1. Demonstrate knowledge in microbiology, bacteria, viruses, infection and infection control, and first aid techniques.
- 2. Describe ways to prevent the spread of disease and to kill certain or all microbes.
- 3. Describe and demonstrate sanitation guidelines
- 4. Identify communicable diseases and their characteristics
- 5. Describe current research in sanitation, infection, and communicable diseases and discuss the implications of these in the hairdressing salon setting.

# Unit 4: Overview: Hair cutting

Hair cutting presents two main concepts: hair cutting theory and hair cutting procedures. This Unit provides fundamental guidelines for knowing and understanding the theory of hair cutting and performing hair cutting procedures.

#### **Curriculum Organizers:**

- 1. Hair cutting Theory
- 2. Hair cutting Procedures
- 3. Introduction to Hair competition cutting lines

# Learning Outcomes: Students will be able to:

- 1. Identify correct hair cutting techniques and proper procedures to achieve basic haircuts.2. Sketch and/or draw hair cutting procedures
- 3. Identify basic techniques for competion hair cutting and compare these to basic hair cutting techniques

# Unit 5: Overview : Hairstyling

Hairstyling presents four main concepts: hairstyling theory, thermal styling, wet styling and long hair styling. This unit provides fundamental guidelines for form and texture combined with direction and movement to create hairstyles. The major goal of this chapter is to understand hairstyling theory.

#### **Curriculum Organizers:**

- 1. Hairstyling
- 2. Thermal styling
- 3. Wet Styling
- 4. Long Hair Styling
- 5. Competition Styling
- 6. Product Knowledge for Styling

# Learning Outcomes: Students will be able to:

- 1. Identify hair styling techniques
- 2. Demonstrate knowledge of fundamentals of hairstyling theory
- 3. Assess suitabiltiy of hair style for client by analyzing client features (face shape, hair texture, hair colour, age etc)
- 4. Identify the steps and skills used in client consultation as it pertains to hairstyle
- 5. Identify essential products and discuss their uses for different styles
- 6. Identify the various tools for hair styles and discuss their purpose

# **Unit 6: Overview: Design Decisions**

This unit provides students with the skills to help them make important decisions about their client's hair, fashion and make up. Students learn design principles about proportion and composition.

### **Curriculum Organizers:**

- 1. Design Decision Considerations
  - proportion
  - hair
  - personality
  - clothing
  - lifestyle
- 2. Client Consultation
- 3. Design Composition
- 4. Design Creativity and Originality

# Learning Outcomes: Students will be able to:

- 1. Identify proportions used when creating a design for the human body and face
- 2. Recognize and analyze key areas to create and support the client's total image by using proper communication skills during client consultation
- 3. Identify the design elements and principles used to compose designs
- 4. Develop and explore through portfolio work creative and unique designs

# Unit 7: Overview: Wigs and Hair Additions

In this unit, students gain knowledge and skill in working with wigs and hair additions with a view towards meeting the needs of clients who desire a variety of hairstyle changes.

# **Curriculum Organizers:**

- 1. Wigs and Hairpieces
  - history
  - composition, colours, construction
  - wig and hairpiece essentials
  - infection control and safety
  - client consultation
  - wig services
  - hairpieces

# Learning Outcomes: Students will be able to:

- 1. Explain why clients wear wigs and hairpieces
- 2. List the professional wig services performed in the salon
- 3. Define hair additions and describe five methods of attachment

#### Unit 7: Overview: Chemical Texturizing

In this unit, students learn how to provide major chemical changes for the hair that in turn offer a client new options for cuts and styles. Students learn about different types of hair, the kinds of products to be used and the procedures that yield professional results.

#### **Curriculum Organizers:**

- 1. Perming
- 2. Relaxing
- 3. Curl Reforming

### Learning Outcomes: Students will be able to:

- Demonstrate knowledge (explain and describe) the fundamental theory and procedures of perming
- 2. Demonstrate knowledge (explain and describe) the fundamental theory and procedures of chemical relaxing
- Demonstrate knowledge (explain and describe) the fundamental theory and procedures of curl reforming
- 4. Demonstrate knowledge (explain and describe) newest developments in chemical relaxing such as Japanese hair straightening

#### **Unit 8: Overview: Hair Colouring**

In this unit, students gain an understanding of colour with a view towards assisting the client in enhancing their haircut or style.

# **Curriculum Organizers:**

- 1. Colour theory
- 2. Identifying existing hair colour
- 3. Changing existing hair colour
- 4. Hair colour trends
- 5. Hair colour for competition

# Learning Outcomes: Students will be able to:

- 1. Define colour and the law of colour/colour theory
- 2. Identify the natural and artificial level, tone, and intensity of hair colour
- 3. Demonstrate knowledge by explaining the procedures used to change existing hair colour
- 4. Identify colour correction problems and suggest solutions
- 5. Recognize hair colour trends and explain rationale for trends in light of contributing factors such as seasons, fashion trends, social customs etc
- 6. Identify the differences between hair colour for competition and commercial wear
- 7. Discuss the role of creativity, uniqueness, and originality in hair colour decisions

# Instructional Component: Instructional strategies will include:

- 1. Seminars & Lectures
- 2. Charts and Webbing
- 4. Vocabulary Development
- 3. Grouping and Peer Work
- 4. Cooperative analyses and critiques
- 5. Problem solving techniques
- 6. Demonstration videos
- 7. Practical demonstrations
- 8. Workbook

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# Assessment Component: Students will be assessed by a variety of methods including:

- Effective formative assessment via:
  - o Clearly articulated and understood learning intentions and success criteria
  - o Questions posed by students, peers and teachers to move learning forward
    - Discussions and dialogue
  - o Feedback that is timely, clear and involves a plan
  - o Students are resources for themselves and others peer and self-assessment
  - Student ownership

Formative assessment used to adapt learning experiences and inquiry plans on an on-going basis to meet specific learning goals.

Development, awareness and action, based upon metacognition intended to lead to learner independence and self-coaching.

#### **Summative Assessment:**

Summative assessments will be determined as students demonstrate proficiency/mastery toward particular learning outcomes. Summative assessments and final grades will reflect the following:

- Students will work collaboratively with the teacher to determine summative achievement on assignments and letter grades based upon dialogue, and evidence of learning
- Behaviour and work habits will NOT be included when determining letter grades
- Marks will not be deducted for late work
- Extra credit and bonus marks will not be awarded
- Plagiarizing will not result in reduced marks/grades –the student will be required to demonstrate their learning authentically
- Attendance will not be considered toward letter grade
- Only individual learning demonstrated –no group marks will be used to determine grades
- Letter grades will reflect learning towards the learning outcomes articulated above
- Letter grades will be based upon criteria provided/agreed upon toward the learning outcomes
- Letter grades will be determined in relation to the learning outcomes not in comparison to the achievement of other students
- Poor work will not be assessed towards grades students will only be assessed on quality work
- Professional judgment and evidence will be used to determine final letter grade in consultation with the student
- Zeros will not be assigned to missed assignments all required assignments must be completed
- Formative or practice towards learning outcomes will not be included in final grade assessment
- Most recent evidence toward learning outcomes will be used to assign letter grades learning is not averaged over time

# **Learning Resources:**

Primary Recommended Text: St Germain, Clif.

Salon Fundamentals

Primary Supporting Texts:

Salon Fundamentals Study Guide and Workbook

# **BAA** [Hairdressing 12B] Framework

**District Name:** Vancouver School District **District Number: 39** Developed by: Janna McCullough Date Developed: December 6, 2005 **School Name**: Vancouver Technical Secondary Principal's Name: David Derpak **Board/Authority Approval Date: Board/Authority Signature:** Course Name: Hairdressing Grade Level of Course: 12B Number of Course Credits: 4 Number of Hours of Instruction: 120 Prerequisite(s): Completion of Grade 11 Hairdressing Courses 11A, 11B, 11C Special Training, Facilities or Equipment Required: Hairdressing Salon, "Tools of the Trade" **Course Synopsis:** Hairdressing 12B is a practical course which introduces students to the basic techniques of hairdressing and the organization and management of a hair salon.

This course is taken concurrently with Hairdressing 12A which focuses on theocratical concepts. This course is designed to give students the opportunity to "put theory into practice". It is the foundation for the building of practical skills which students will further develop in their work experience placements.

This course will build upon knowledge and skills from Hairdressing 112A by providing students with a greater understanding of hairdressing concepts and principles through practical application of theory on mannequins and models.

# **Organizational Structure:**

Title	Time
Professional Development	15
Salon Ecology	15
Design Decisions Hair Cutting	40
Design Decisions Hair Styling	20
Color	30
	120
	Professional Development Salon Ecology Design Decisions Hair Cutting Design Decisions Hair Styling

# **Unit/Topic/Module Descriptions:**

#### **Unit 1: Overview - Professional Development**

This unit introduces students to the Superhost Program as it pertains to the hair dressing industry.

## **Curriculum Organizers:**

- 1. Client Needs
- 2. Customer Service
- 3. Communication Skills
- 4. Personal Presentation

# Learning Outcomes: Students will be able to:

- 1. Identify client needs and respond appropriately to these needs
- 2. Identify the fundamentals of good service and apply these in the salon when working with clients
- 3. Identify the basics of verbal and non verbal communication skills
- 4. Demonstrate use of verbal communication skills in working with clients to assess needs and solve problems
- 5. Recognize appropriate attire for a professional environment

#### Unit 2: Overview - Salon Ecology

This unit reviews three main concepts: microbiology, infection control, and sanitation and disinfection.

#### Curriculum Organizers:

1. Sanitation and Disinfection Procedures

#### Learning Outcomes: Students will be able to:

- 1. Demonstrate correct procedures for sanitation and disinfection when working with clients in the salon
- 2. Demonstrate correct procedures for the disinfection and sanitation of tools and equipment

#### Unit 3: Overview - Hair Cutting

This unit reviews two main concepts: hair cutting theory and hair cutting procedures. It provides students with the opportunity to apply theory to practice.

# **Curriculum Organizers:**

- 1. Hair cutting techniques
- 2. Hair cutting procedures
- 3. Design Considerations

#### **Learning Outcomes:**

Students demonstrate correct technique and procedure for:

- 1. Sectioning hair in preparation for cutting
- 2. Cutting the basic design line
- 3. Handling scissors and combs
- 4. Following patterns
- 2. Apply design principles to model's hair and select suitable style

# Unit 4: Overview - Basic Styling Techniques

This unit introduces students to and provides opportunity to practice:

- Basic styling techniques utilising different tools such as combs, clips, and liquid tools such as styling gels.
- Blow drying techniques as well as using various thermal styling tools such as brushes, curling irons, flat irons, and hot rollers.

### **Curriculum Organizers:**

- 1. Moulding
- 2. Shaping
- 3. Finger waving
- 4. Pincurls
- 5. Setting
- 6. Pre drying
- 7. Round brush
- 8. Denman brush
- 9. Flat Brush
- 10. Styling with thermal tools
- 11. Comb out and finish

#### **Learning Outcomes:**

Students demonstrate correct technique for:

- 1. Shaping/moulding wet hair around the curve of the head
- 2. Creating waves
- 3. Forming and placing pin curls
- 4. Placing rollers
- 5. Drying hair prior to styling
- 6. Creating volume and curls with a round brush
- 7. Creating soft styles with a Denman brush
- 8. Preparing the hair for a flat iron treatment
- 9. Using a flat iron safely
- 10. Placing hot rollers on the head
- 11. Creating different bases of curls with a curling iron
- 12. Combing out and finishing the hair style

# Unit 5: Overview - Hair Colouring

In this unit, students gain a practical understanding of colour with a view towards assisting the client in enhancing their haircut or style.

## **Curriculum Organizers:**

- 1. Identify existing hair colour
- 2. Change existing hair colour
- 3. Apply hair colour
- 4. Hair colour trends
- 5. Speciality colours highlights, low lights

# Learning Outcomes: Students will be able to:

- 1. Identify the natural and artificial level, tone, and intensity of hair colour
- 2. Demonstrate the procedures used to mix and apply hair colour
- 3. Demonstrate the procedures used to change existing hair colour
- 4. Identify colour correction problems and suggest solutions
- 5. Recognize hair colour trends and explain rationale for trends in light of contributing factors such as seasons, fashion trends, social customs etc
- 6. Identify the differences between hair colour for competition and commercial wear
- 7. Demonstrate creativity, uniqueness, and originality in hair colour decisions
- 8. Demonstrate correct techniques for highlights and low lights

### **Instructional Component:**

Instructional strategies will include:

- 1. Demonstration videos
- 2. Practical demonstrations
- 3. Cooperative analyses and critiques
- 4. Problem solving techniques

# **Assessment Component:**

Students will be assessed by a variety of methods including:

Practical work on mannequins and clients using the Employer Guidelines for On the Job Training Rubric

Daily quizzes

Chapter tests

Unit examinations

Client services and feedback

#### **Learning Resources:**

**Primary Recommended Text:** 

St Germain, Clif. Salon Fundamentals

**Primary Supporting Texts:** 

Salon Fundamentals Study Guide and Workbook

# **BAA** [Hairdressing 12C] Framework

**District Name:** Vancouver School District **District Number: 39** Developed by: Janna McCullough Date Developed: December 6, 2005 **School Name**: Vancouver Technical Secondary Principal's Name: David Derpak **Board/Authority Approval Date: Board/Authority Signature:** Course Name: Hairdressing Grade Level of Course: 12C Number of Course Credits: 4 Number of Hours of Instruction: 120 Prerequisite(s): Completion of Grade 11 Hairdressing Courses 11A, 11B. 11C Special Training, Facilities or Equipment Required: Hairdressing Salon, "Tools of the Trade" **Course Synopsis:** Hairdressing 12C is a practical course which reinforces the basic techniques of hairdressing and extends theoretical knowledge in specific practical applications.

This course will:

1. Provide students with opportunity to practice skills

This course is taken concurrently with Hairdressing 12A which focuses on theocratical concepts. This course is designed to give students the opportunity to "put theory into practice". It is the foundation for the building of practical skills which students will further develop in their work experience placements.

# **Organizational Structure:**

Unit/Topic	Title	Time- Hours
Unit 1	Hair Cutting	15
Unit 2	Hair Styling	20
Unit 3	Colour	50
Unit 4	Chemical Texturizing and Straightening	20
Unit 5	Wigs and Hair Additions	10
Unit 6	Competition Design	5
Total		120

# **Unit/Topic/Module Descriptions:**

#### Unit 1: Overview - Hair Cutting

The goal of this unit is to help students understand hair cutting theory through practice.

### **Curriculum Organizers:**

- 1. Review of hair cutting theory
- 2. Hair cutting procedures

# Learning Outcomes: Students will be able to:

1. Demonstrate technically correct hair cutting techniques according to criteria stated in Salon Fundamentals textbook.

#### Unit 2: Overview - Hair Styling

The goal of this unit is to help students understand hairstyling theory through practice.

# **Curriculum Organizers:**

- 1. Hairstyling considerations
- 2. Hairstyling fundamentals
- 3. Wet Styling
- 4. Thermal Styling
- 5. Long Hair Styling

# **Learning Outcomes:**

Students identify primary considerations, fundamentals, essentials, infection control and safety and client consultation guidelines of hairstyling in order to develop a repertoire of skills necessary to meet the needs of clients.

#### Unit 3: Overview -Hair Colour

The goal of this unit is to help students understand hair colour. Students must be able to define colour and describe the colour wheel which is necessary because hair colour is the second leading service in the salon.

# **Curriculum Organizers:**

- 1. Colour Theory
- 2. Existing Hair Colour
- 3. Hair colour essentials
- 4. Hair colour techniques
- 5. Infection control and safety for hair colour
- 6. Client Consultation
- 7. Temporary colour
- 8. Semi-permanent colour
- 9. Permanent colour
- 10. Highlighting techniques
- 11. Hair lightening techniques

#### **Learning Outcomes: Students will be able to:**

- 1. Define colour and describe the law of colour
- 2. Identify natural level and tone
- 3. Identify artificial level, tone, and intensity
- 4. Explain additional colour considerations
- 5. Demonstrate skin test and strand test procedures
- 6. Demonstrate colour correction techniques
- 7. Demonstrate practical applications of different types of colour
- 8. Demonstrate highlighting and hair lightening methods
- 9. Demonstrate correct handling procedures for colour
- 10. Identify first aid techniques for chemical burns

# **Unit 4: Overview -Chemical Texturizing and Straightening**

This unit provides students with the fundamental guidelines for chemically altering the texture of hair. The goal of this unit is to help students understand and demonstrate perming, chemical relaxing, and curl reforming.

# **Curriculum Organizers:**

- 1. Permanent Waves
- 2. Perm solutions
- 3. Neutralizers
- 4. Conditioners/Treatments
- 5. Safety Procedures

#### **Learning Outcomes:**

Students demonstrate correct technique for:

- 1. Wrapping, processing solutions, and removal of solutions for permanent waves
- 2. Aftercare for permed hair
- 3. Application and timing of neutralizers
- 4. Selection, application, and timing of conditioners and treatments
- 5. Handling chemicals and solutions safely

# Unit 4: Overview - Wigs and Hair Additions

This unit provides students with fundamental guidelines for helping clients by offering a variety of wig and hair addition services. The goal of the unit is to help students understand wigs and hair additions and demonstrate their uses.

#### **Curriculum Organizers:**

- 1. History of wigs and hair additions
- 2. Wig and hairpiece essentials
- 3. Infection control and safety for wigs and hair additions
- 4. Client consultation for wigs and hair additions

#### **Learning Outcomes: Students will be able to:**

- 1. Meet the needs of clients who desire a variety of hairstyle changes
- 2. Meet the needs of clients following hair loss
- 3. Identify and define texture and quality of hair additions
- 4. Identify and demonstrate methods of hair addition attachment

# **Unit 5: Overview - Competition Design**

The goal of this unit is to provide students with an overview of the requirements and demands of competition design.

### **Curriculum Organizers:**

- 1. Design fundamentals
- 2. Creativity and originality

#### **Learning Outcomes: Students will be able to:**

- 1. Understand basic concepts involved in the preparation and execution of competition work.
- 2. Apply creative and original ideas to hair cutting and styling.

#### **Instructional Component:**

Instructional strategies will include:

- 1. Demonstration videos
- 2. Practical demonstrations
- 3. Cooperative analyses and critiques
- 4. Problem solving techniques

#### **Assessment Component:**

Students will be assessed by a variety of methods including:

Practical work on mannequins and clients using the Employer Guidelines for On the Job Training Rubric

Daily quizzes

Chapter tests

Unit examinations

Client services and feedback

#### Learning Resources:

**Primary Recommended Text:** 

St Germain, Clif.: Salon Fundamentals

**Primary Supporting Texts:** 

Salon Fundamentals Study Guide and Workbook

# **BAA** [Hairdressing 12D] Framework

**District Name:** Vancouver School District

**District Number**: 39

Developed by: Janna McCullough

Date Developed: December 6, 2005

**School Name**: Vancouver Technical Secondary

Principal's Name: David Derpak

**Board/Authority Approval Date:** 

**Board/Authority Signature:** 

Course Name: Hairdressing

Grade Level of Course: 12D

**Number of Course Credits: 4** 

Number of Hours of Instruction: 120

Prerequisite(s): Completion of Grade 11 Hairdressing Courses 11A, 11B, 11C

Special Training, Facilities or Equipment Required: Hairdressing Salon, "Tools of the Trade"

# **Course Synopsis:**

Hairdressing 12D prepares students to work in a professional salon environment by teaching, through theory and practice, the interpersonal skills and personal attributes that are essential to be a successful hairdresser.

This course satisfies the Portfolio requirements in Employability Skills Core and Choice - Aspects 4.2, 4.3, and 4.4, and Education and Career Planning Core and Choice - Aspects 3.2, 3.3, and 3.4.

As an extension of Hairdressing 12 A, the focus of this course is to provide students with ongoing and continuing instruction in the operation and management of a hair salon and in the development of interpersonal skills. Concepts previously covered in Hairdressing 12A are expanded and developed in greater detail.

This course is taken concurrently with three other hairdressing courses which emphasis practical skill development.

#### **Organizational Structure:**

Unit/Topic	Title	Time - Hours
Unit 1	Professional Conduct	30
Unit 2	Trade Practices	30
Unit 3	Salon Retailing	10
Unit 4	Salon Operation	30
Unit 5	Salon Business	10
Unit 6	Professional Enhancement	10
Total		120

### **Unit/Topic/Module Descriptions:**

# Unit 1: Overview - Professional Conduct

The goal of this unit is to help students understand and develop professional practices and interpersonal skills that are essential for success in working with co-workers and clients.

# **Curriculum Organizers:**

- 1. Team work
- 2. Ethics and Code of Conduct
- 3. Portfolio Employability Skills Core
- 4. Portfolio Employability Skills Choice Aspects 4.2, 4.3, 4.4

# Learning Outcomes: Students will be able to:

- 1. Identify and discuss interpersonal skills that contribute to the development of a strong team.
- 2. Discuss individual roles and responsibilities in creating effective teams.
- 3. Demonstrate being an effective team member.
- 4. Define personal ethics and professional ethics.
- 5. Discuss the relationship between personal ethics and professional ethics.
- 6. Discuss the Code of Professional Ethics.
- 7. Establish and define a personal system of moral principles and values which form the bases of personal ethics.

# **Unit 2: Overview - Trade Practices**

The goal of this unit is to help students the Secondary School Apprenticeship Program and the rules and procedures for professional licensing..

# **Curriculum Organizers:**

- 1. SSA Program Requirements
- 2. Professional licensing and examination
- 3. Portfolio Education and Career Planning Core
- 4. Portfolio Education and Career Planning Choice Aspects 3.2, 3.3, and 3.4

# Learning Outcomes: Students will be able to:

- 1. Implement procedures and attain proper paperwork for SSA registration.
- 2. Investigate provincial requirements for licensing in BC.
- 3. Complete work experience hours (can be used for Portfolio Aspect 3.1)
- 3. Create a career plan incorporating #1 and #2 above (can be used for Portfolio Aspects 3.2, 3.3, and 3.4).

# Unit 3: Overview - Salon Retailing

The goal of this unit is to help students understand the importance of salon retailing to the business aspects of a salon and to the service for clients.

#### **Curriculum Organizers:**

- 1. Retailing Fundamentals
- 2. Product Control
- 3 Selling Techniques
- 4. Service to Clients

# Learning Outcomes: Students will be able to:

- 1. Identify and discuss fundamental of retailing including selecting products for client needs, ordering, selling and analysing sales and sales trends, and display and merchandising.
- 2. Follow existing procedures for inventory control.
- 3. Identify and discuss effective selling techniques
- 4. Demonstrate consultation skills in recommending products and helping clients select products for their personal use.

# **Unit 4: Overview -Salon Operation**

This unit provides students with the basic principles of salon operation such as advertising, inventory control, and employee duties and responsibilities.

## **Curriculum Organizers:**

- 1. Advertising
- 2. Inventory Control
- 3. Employee duties and responsibilities

# Learning Outcomes: Students will be able to:

- 1. Identify and discuss the pros and cons of a variety of advertising mediums.
- 2. Analyse advertising mediums with respect to location and clientele of the salon.
- 3. Discuss the importance of inventory control in maintaining profit margins
- 4. List the duties and responsibilities of various jobs within the salon.
- 5. List the primary responsibilities of the receptionist.
- 6. Discuss the importance of good communication skills in telephone skills.

#### **Unit 5: Overview -Salon Business**

This unit provides students with an overview of the ownership and management of a hair salon.

# **Curriculum Organizers:**

- 1. Hiring Employees
- 2. Compensation structures
- 3. Business Management

# Learning Outcomes: Students will be able to:

- 1. Identify good hiring practices and discuss their importance to the success of the salon.
- 2. Identify three pay systems: commission, salary, and salary plus commission.
- 3. Identity basic business management principles profit and loss, inventory control, the role of retailing, client base and budgeting.

#### **Unit 6: Overview - Professional Enhancement**

This unit provides students with information about professional development opportunities and stresses the importance of life long learning to hone skills.

# **Curriculum Organizers:**

1. Professional development opportunities

### Learning Outcomes: Students will be able to:

1. Identify how and where to access professional development activities

# Instructional Component:

Instructional strategies will include:

- 1. Demonstration videos
- 2. Practical demonstrations
- 3. Cooperative analyses and critiques
- 4. Problem solving techniques
- 5. Guest Speakers

#### **Assessment Component:**

Students will be assessed by a variety of methods including:

Practical work with clients using the Employer Guidelines for On the Job Training Rubric

Daily quizzes

Chapter tests

Unit examinations

Client services and feedback

Portfolio work

# **Learning Resources**:

**Primary Recommended Text:** 

St Germain, Clif. Salon Fundamentals

**Primary Supporting Texts:** 

Salon Fundamentals Study Guide and Workbook