

SAMPLE ASSESSMENT MATERIAL

UNIT 1 - SAFE AND HEALTHY WORKING PRACTICES IN THE HAIR AND BEAUTY SECTOR AND RELATED INDUSTRIES



Sample assessment material - information for teachers

This assignment is provided as an example only. Consortia should produce their own assessments in line with the assessment section of the unit, based on their local delivery circumstances.

Overview

This assignment is based on the case study below. It is taken under controlled conditions, in which the learner will complete two tasks. The first is to complete a presentation on the key legal, health and safety requirements for employees in a salon. The second is to show evidence of the learner's ability to carry out a risk assessment for the hair and beauty sector. It is expected that the learner will complete the work for the tasks in any of the following settings: during work experience, in the classroom, or a realistic learning environment, or in any setting that is appropriate for experiencing work related activities.

Time

It is expected that approximately 10 hours will be taken to complete, with 6 hours for the first task and 4 hours for the second.

Resources

Learners may require access to word processing software, and could also use presentation software for the tasks. The risk assessment may be completed in a range of establishments including the learner's own work placement, a salon in the local area or in the realistic learning environment in the centre. A teacher would need to be present to supervise and assess the practical work.

Supervision

Learners will need to be supervised when:

- producing the produce a staff induction booklet or visual presentation
- carrying out the risk assessment.

Collaboration

Learners may collaborate to obtain information in order to complete the tasks.

The booklet or presentation and the risk assessment are **not** suitable for collaborative work.

Marking

Please note that the descriptions in this assessment grid relate to the top of each band. Further guidance on using assessment grids is available in the assessment section of the specification.

Learning outcomes	Band 1	Band 2	Band 3
	The learner has:		
	0 to 5 marks	6 to 10 marks	11 to 15 marks
1 Understand the key legal, health and safety requirements for employees	<p>Explained showing limited understanding, the relevant legal, health and safety requirements for all employees.</p> <p>Outlined showing limited understanding, the risks and hazards common in the hair and beauty sector.</p> <p>Outlined showing limited understanding, the key legal, health and safety requirements specific to the hair and beauty sector.</p> <p>Explained showing limited understanding, the impact of non-compliance of legal requirements and manufacturers' instructions.</p>	<p>Explained, clear understanding, the relevant legal, health and safety requirements for all employees.</p> <p>Outlined showing clear understanding, the risks and hazards common in the hair and beauty sector.</p> <p>Outlined showing clear understanding, the key legal, health and safety requirements specific to the hair and beauty sector.</p> <p>Explained showing clear understanding, the impact of non-compliance of legal requirements and manufacturers' instructions.</p>	<p>Explained, broad understanding of the relevant legal, health and safety requirements for all employees.</p> <p>Outlined showing broad understanding, the risks and hazards common in the hair and beauty sector.</p> <p>Outlined showing comprehensive understanding, the key legal, health and safety requirements specific to the hair and beauty sector.</p> <p>Explained showing comprehensive understanding, the impact of non-compliance of legal requirements and manufacturers' instructions.</p>
	0 to 5 marks	6 to 10 marks	11 to 15 marks
2 Know the factors that impact on safe, effective and hygienic working practices	<p>Described showing limited knowledge, the expected standards required in the hair and beauty sector.</p> <p>Identified showing limited awareness of occupational health hazards in the hair and beauty sector.</p> <p>Described showing limited knowledge of the impact of lifestyle choices and work/life balance issues.</p>	<p>Described showing clear knowledge the expected standards required in the hair and beauty sector.</p> <p>Identified showing clear awareness of occupational health hazards in the hair and beauty sector.</p> <p>Described showing clear knowledge of the impact of lifestyle choices and work/life balance issues.</p>	<p>Described showing broad knowledge the expected standards required in the hair and beauty sector.</p> <p>Identified showing considerable awareness of occupational health hazards in the hair and beauty sector.</p> <p>Described showing broad knowledge of the impact of lifestyle choices and work/life balance issues.</p>
	0 to 10 marks	11 to 20 marks	21 to 30 marks
3 Be able to carry out a simple risk assessment in the hair and beauty sector	<p>Produced limited information on risks and hazards identified in a hair or beauty setting.</p> <p>Performed a limited risk assessment and correctly recognised and displayed basic health and safety terminology when interpreting relevant symbols with continual teacher guidance.</p> <p>Drew few conclusions on the risk assessment and suggested limited improvements.</p>	<p>Produced clear information on risks and hazards identified in a hair or beauty setting.</p> <p>Performed a clear risk assessment and correctly recognised and displayed basic health and safety terminology when interpreting relevant symbols with occasional teacher guidance.</p> <p>Drew conclusions on the risk assessment and suggested clear improvements.</p>	<p>Produced extensive information on risks and hazards identified in a hair or beauty setting.</p> <p>Performed an extensive risk assessment and correctly recognised and displayed basic health and safety terminology when interpreting relevant symbols with autonomy.</p> <p>Drew detailed conclusions on the risk assessment and suggested extensive improvements.</p>

Sample assessment material – information for learners

Assignment overview

For this assignment you are required to

- Produce a report, presentation or handbook to show understanding of the risks and hazards in the hair and beauty sector
- Produce a report or presentation to show evidence of the risk assessment carried out in the hair and beauty sector with feedback from a teacher.

Time

You will take approximately 10 hours to complete the assessment with 6 hours for the first task and 4 hours for the second

Roles

Your teacher will mark your work and keep it for moderation purposes. Your teacher will observe you carrying out the risk assessment and give feedback on your performance.

Assignment Brief



Salon 46

'Salon 46' is a hair and beauty salon based in a busy shopping precinct. It has been in operation for twenty years and the owner/manager has recently retired, giving the managerial responsibilities to the senior stylist. Because the salon is growing it has recently employed some new staff so the new manager has arranged an induction evening. The induction will consist of basic health and safety and salon policies and procedures.

You have been recently gone through your induction process as you started working as an assistant three months ago, so you have been asked to help the manager to develop training materials for the event. As the salon is under new management it will be necessary to update the staff induction booklet with information relating to health and safety and the salon's codes of practice and to perform a new risk assessment.

Task 1 - 30 marks covering outcomes 1 and 2

Individually, you will produce a staff induction booklet or some presentation slides to show your understanding of the key legal, health and safety requirements in the hair and beauty sector. This will include:

- An explanation of safe working practices in the hair and beauty sector to include the key legal health and safety requirements for all employees
- An outline of the common risks and hazards present in the hair and beauty sector
- The policies and procedures specific to the hair and beauty sector and the consequences if non-compliance of legal requirements and manufacturers' instructions
- The expected standards of personal presentation and hygiene, why they are important in the hair and beauty sector and how they impact on safe and healthy working
- How to recognise, avoid and report occupational health hazards and the importance of

- early recognition
- The impact of lifestyle choices and work/life balance issues

Task 2 – 30 marks covering outcome 3

Individually you will carry out a simple risk assessment in a hair or beauty setting. You will use basic health and safety terminology when carrying out and reporting on the risk assessment and it will contain the following information:

- The hazards identified in the salon
- The health & safety symbols relating to hazards
- The level of risk and the person/s at risk
- What the salon is already doing to reduce the risk

You will draw your own conclusions on the effectiveness of the risk assessment and suggest improvements to the salon for actions to take to eliminate or reduce risks.

Your teacher will observe you give feedback on your performance of Task 2