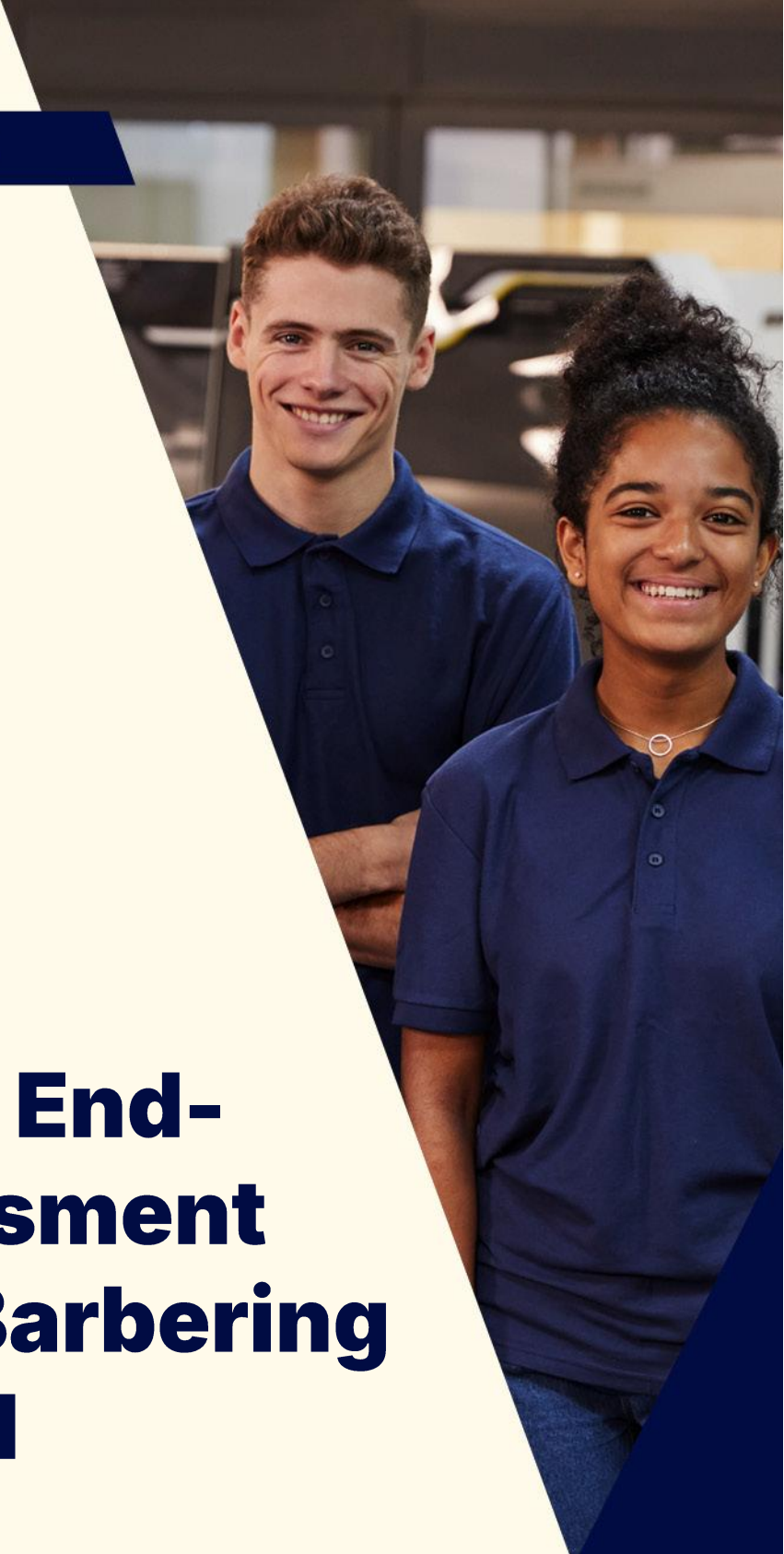
Apprenticeship Assessment



VQA Level 2 End-Point Assessment for ST1273 Barbering Professional

Qualification Number: 610/2926/9

Version Number: V1.0

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Key Information

Reference:	ST1273
Version:	1.0
Level:	2
Typical duration to gateway	18 months
Typical EPA period	3 months
Maximum funding	£9,000
Route:	Hair and beauty
Approved for delivery:	22 May 2023
LARS code:	708
EQA provider:	Ofqual
Review:	This apprenticeship standard will be reviewed after three years.
Qualification number:	610/2926/9

Summary

Overview of the Role

Demonstrate a range of barbering skills tailored to client requirements, whilst providing an outstanding service.

Occupation Summary

This occupation is found in the hair and beauty sector. The barbershop work environment is always client facing, can be varied in size, style and ambiance, from a small micro barbershop, to franchises or large high street premises.

The broad purpose of the occupation is to demonstrate a range of barbering skills tailored to client requirements, whilst providing an outstanding service. A Barbering Professional at level 2 will be able to shampoo and condition hair, cut hair using a range of barbering techniques, style and finish hair to create a variety of looks, cut facial hair into shape and provide shaving services. Barbers must be able to work with all hair types, characteristics and classifications ranging from straight (type 1) hair to very curly, hair with texture (type 4 wiry hair). They also need to be able to carry out consultations with clients, demonstrate the professionalism, values, behaviours, communication skills, retail skills alongside safe working practices associated with their role. They must be able to work without supervision to a high level of precision, with exceptional client care skills.

In their daily work, an employee in this occupation interacts with a wide and diverse range of clients, the barbershop team, other associated hairdressing and beauty professionals. They should also be able to promote themselves, their organisation, products and services using a variety of channels.

An employee in this occupation will be responsible for demonstrating industry standards of professionalism, values, behaviours, communication skills, team work, retail and selling skills for clients. They will also be able to complete a range of barbering services to create a variety of looks.

Typical Job Titles

Barber, Men’s Barber/Hairstylist.

Assessment Methods

The end-point assessment (EPA) for this standard consists of three assessment methods:

- Knowledge Test
- Practical Assessment
- Professional Discussion

Assessment Order

The assessment methods can be delivered in any order.

The rationale is that this is the choice of the employer, apprentice and training provider; this could vary depending on the circumstances.

EPA Window

The EPA period starts when the VQA confirms the gateway requirements have been met and is typically three months.

Gateway Considerations

Before the apprentice can start their EPA, the training provider is required to upload the following:

- Photo ID
- Portfolio of evidence
- Confirmation that one of the qualifications listed below has been achieved:
    - City & Guilds Level 2 Diploma for Hair Professionals - Barbering 603/1380/8
    - VQA Level 2 Diploma for Hair Professionals (Barbering) (RQF) 603/3102/1
    - VTCT Level 2 Diploma for Hair Professionals (Barbering) 603/1324/9.

At gateway, the training provider is also requested sign a declaration to confirm that the English and maths requirements have been met in line with the funding rules.

Knowledge Test

Rationale

The rationale for this assessment method is:

- it is an accurate way to test the apprentice's underpinning knowledge that may not naturally occur in other assessment methods
- this method confirms competency against health and safety requirements which is essential to this occupation
- it allows for efficient testing of knowledge where there is a right or wrong answer
- it allows for flexibility in terms of when, where and how it is taken
- it allows larger volumes of apprentices to be assessed at one time.

Assessment Overview

The apprentice will be provided with at least 14 days' notice of the date and time of the knowledge test. The knowledge test consists of 20 questions. Each question has four possible answers, one of which is correct. One mark is awarded for each correct answer.

The knowledge test is closed book which means that the apprentice cannot refer to reference books or materials whilst taking the test. The knowledge test can be computer- or paper-based and can take place remotely.

The apprentice must have 30 minutes to complete the test. This is a formal assessment, therefore it must take place in a controlled and invigilated environment free from any distractions and influence.

Grading

This assessment is graded according to the table below.

Marks	Grade
0-14	Fail
15-20	Pass

Grading Criteria

Knowledge	Criteria
K1	Legal, organisational and health and safety requirements relevant to barbering businesses.
K3	The types of incidents, problems and accidents that can occur in a barbershop, the actions to take and your responsibilities for reporting.
K4	How to complete and implement a health and safety risk assessment.
K5	Work related injury and ill health associated with barbering (e.g. physical injuries, posture, disorders, disease, viruses, blood, contact or airborne, dermatitis).
K6	Employment rights and responsibilities.
K20	Barbering science for hair and skin (e.g. the basic structure of hair and skin, the growth cycle of hair Anagen, Catagen and Telogen).
K22	The science behind shampoo, tonics, and conditioning products.
K23	How to shampoo, treat and condition the hair and scalp safely.
K29	The effects of close clippering and shaving on the hair and skin (e.g. cool, heat, sensation, reaction, immediate and long term effects).
K30	The science behind drying and finishing hair.

Portfolio of Evidence

Overview

To support the professional discussion, the apprentice must produce a portfolio of evidence (portfolio).

The portfolio is completed with the support of the training provider and the employer during the on-programme element of the apprenticeship. It should only contain evidence related to the KSBs that will be assessed by this assessment method.

It will typically contain 10 discrete pieces of evidence.

Evidence may be used to demonstrate more than one KSB; a qualitative as opposed to quantitative approach is suggested.

Evidence may include:

- workplace documentation and records, for example:
- workplace policies and procedures
- witness statements
- annotated photographs
- video clips (maximum total duration 10 minutes); the apprentice must be in view and identifiable

This is not a definitive list, other evidence sources can be included.

The portfolio should not include reflective accounts or any methods of self-assessment.

Any employer contributions should focus on direct observation of performance (for example, witness statements) rather than opinions.

The portfolio of evidence is not directly assessed.

Professional Discussion

Rationale

As clear and effective communication is a fundamental part of hairdressing services, as well as being competent in their practical skills, a Barbering Professional must be able to hold a conversation and demonstrate they can convey their option and knowledge on a number of subjects.

The professional discussion will enable the End-Point Assessor to assess how confidently the apprentice articulates the KSB covered. The grading criteria have been written to ensure the End-Point Assessor can clearly distinguish the level of communication and understanding of the apprentice.

Assessment Overview

The professional discussion can take place face-to-face or remotely. The apprentice will be provided with at least 14 days notice of the date and time of the professional discussion.

The training provider is required to submit the apprentice's portfolio of evidence at gateway. The End-Point Assessor will have 14 days to prepare questions for the professional discussion, based on the contents of the portfolio and relevant to the KSBs assigned to this assessment method.

The purpose of the End-Point Assessor's questions will be to draw out contextualised examples, further clarify skills demonstrated in a portfolio of evidence or will be used to ask scenario-based questions. The professional discussion must be structured to give the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method to the highest available grade.

The professional discussion must last 45 minutes. An additional 10% variance is permitted at the End-Point Assessor's discretion to allow the apprentice to finish their final answer or point. No new questions will be asked after the time limit has been reached.

The End-Point Assessor must ask at least 10 questions. Follow-up questions are allowed where clarification is required. During the discussion, the apprentice may refer to their portfolio and to notes. This is a formal assessment which must take place in a controlled environment.

Grading

This assessment is graded distinction, pass or fail according to the grading criteria.

To achieve a pass in this assessment, the apprentice must meet all the pass criteria. To be awarded a distinction, they must meet all the pass criteria and all the distinction criteria.

If the apprentice does not meet all the pass criteria, this assessment will be graded as a fail.

Themes, KSBs and Grading Criteria

KSBs	Theme - Way of Working - Front of House
K11	The role and function of the front of house or reception area in the barbershop business (services, bookings, payments, retail and sales).
K16	Principles of teamwork.
S2	Identify and report problems which cannot be dealt with to the relevant person(s).
S4	Carry out front of house duties to support the barbershop business.
S9	Work as part of a team to support the barbershop.

Pass Criteria	Distinction Criteria
Describe the function of front of house duties, wider barbershop duties, how and when and who to report problems to and the principles of teamwork, in supporting the barbershop.	Explain how they carry out front of house and wider salon duties to support and enhance the operation and development of the salon, with clear rationales for specific approaches and evidence-based examples of their effectiveness. Justify how they work effectively as part of a team, manage, resolve, and escalate problems, and support a positive working culture within their barbershop.

KSBs	
K32	Complementary male grooming services, their benefits and drawbacks.

Outline the benefits and drawbacks of complementary male grooming services.	Explain a wide range of complementary male grooming services, evaluates the benefits and drawbacks, and contributes own opinion and perspective.

KSBs	Theme - Ways of Working - Client Care / Customer Service

K14	How to actively promote and respect equality, diversity and inclusivity (confidentiality, discretion, welfare, limitations).

Pass Criteria	**Distinction Criteria**
Describe ways of promoting equality, diversity and inclusivity (confidentiality, discretion, welfare, limitations) in a barbershop.	Justify and provide examples of opportunities to promote or champion equality, diversity and inclusivity (confidentiality, discretion, welfare, limitations) within their role or in the workplace.

KSBs	
K15	Awareness of the mental health and wellbeing of self and clients.

Pass Criteria	**Distinction Criteria**
Describe ways of supporting mental health and wellbeing of self and client.	Justify and provide examples of opportunities to promote initiatives to raise awareness of mental health and wellbeing of self and client.

KSBs	**Theme - The Barbering industry**
K9	Barbershop culture, history and types of barbershops.

Pass Criteria	**Distinction Criteria**
Describe the history and origin of barbering, how culture impacts the type of barbershop.	Provide a detailed explanation of the history and origin of barbering, providing examples and justification of how culture impacts the type of barbershop.

KSBs	
K8	Barbering professionalism, values, industry codes of conduct, best practice and ethics.
B2	Demonstrates professionalism and a passion for the industry: a commitment to quality and continuous improvement, a positive attitude and team working, working under pressure, observing time management and self-management.

Pass Criteria	Distinction Criteria
Explain why continuous improvement, a positive attitude and team working, work under pressure, time and self-management barbering values, industry codes of conduct, best practice and ethics which contribute to barbering professionalism and a passion for the industry.	Provides a detailed evaluation of the barbering industry codes of conduct and values, supported by clear evidence. (K8)

KSBs	
K12	The benefits and drawbacks of using social media and how social media can be used to promote the business.
S5	Promote yourself, your organisation, products and services via a variety of social channels.

Pass Criteria	Distinction Criteria
Explain how the barbershop can be promoted using digital technology and social media, including the various benefits and potential drawbacks of promoting themself, the barbershop, relevant products, and services on social media channels.	Evaluate the benefits and drawbacks of using social media to promote self, organisation, products and services, provides a detailed rationale, with examples of ways social media channels can be used to promote the barbershop.

Practical Assessment with Q&A

Rationale

This assessment method is being used because:

- the occupation involves practical activity best assessed through practical assessment
- this is a practical role, best demonstrated through completing tasks on clients in a realistic commercial salon conditions
- questioning allows for the assessment of the breadth and depth of underpinning knowledge against the grading descriptors, which may not naturally occur as part of the assessment
- this is a holistic assessment of the KSB, on live clients, with differing requirements, hair classifications and characteristics.

Assessment Overview

The practical assessment must be face-to-face and will be conducted at the apprentice's workplace or a similar workplace. The apprentice will be provided with at least 14 days' notice of the date and time of the professional discussion.

The practical assessment will last **3.25 hours**. The End-Point Assessor can increase the time of the practical assessment by up to 10%. This time is to allow the apprentice to complete a task or respond to a question if necessary.

The practical assessment cannot be split, other than for comfort breaks or to allow apprentices to move from one location to another. Where breaks occur, they will not count towards the total EPA time.

The practical assessment which must be completed on at least two different clients can be completed on any hair classification.

Any form of simulation is not permitted during the practical assessment.

Questions and Answers

The End-Point Assessor must ask questions. The purpose of the questions is to clarify further any elements of a KSB so as to allow the apprentice to demonstrate their full comprehension of the theme being performed.

Questioning can occur during the practical assessment. The time for questions asked during the practical assessment is included in the overall assessment time.

End-Point Assessor must ask at least three questions during the practical assessment.

Grading

This assessment is graded distinction, pass or fail according to the grading criteria.

To achieve a pass in this assessment, the apprentice must meet all the pass criteria. To be awarded a distinction, they must meet all the pass criteria and all the distinction criteria.

If the apprentice does not meet all the pass criteria, this assessment will be graded as a fail.

Themes, KSBs, Grading and Assessment Criteria

Theme - Ways of Working – Legal, Organisational and Health and Safety	
During the practical assessment the apprentice will be assessed on the following when performing services on at least 2 different clients.	
• follow all health and safety legislation • follow environmental and sustainable working practices	
KSBs	
K2	How to maintain effective and safe methods of working and infection control when completing barbering services.
K7	Products, tools and equipment used in barbering services and legal organisational requirements for safe use and storage.
S1	Apply safe, hygienic and effective methods of working and infection control.
S11	Use a range of products, tools and equipment, adhering to legal and organisational requirements for safe use and storage.
B3	Demonstrates professionalism and a passion for the industry: a commitment to quality and continuous improvement, a positive attitude and team working, working under pressure, observing time management and self-management.
B4	Maintains professional ethics: integrity, respect, empathy, client confidence, confidentiality and discretion.
Pass Criteria	**Distinction Criteria**
Apply safe, hygienic, and effective methods of working and infection control, complying with relevant professional and legal obligations in the use of products, tools, equipment, and materials, whilst being flexible and professional to meet changing demands.	Work confidently, and in an organised manner and is proactive in their approach to safe, hygienic, and effective methods of working and infection control, whilst being flexible to changing demands and adopting a different way of working to reflect these. (K2, S1, B3) Continually manage and use time and resources (products, tools, materials, and equipment) effectively and

	demonstrates a constant attention to detail. (K7, S11, B4)

KSBs	
K10	How to use and promote working methods that promote environmental and sustainable working practices.
S3	Use working methods that promote environmental and sustainable working practices.

Pass Criteria	**Distinction Criteria**
Demonstrate working methods that support and promote environmental and sustainable working practices during the service	Consistently use products and resources efficiently and economically throughout the service which demonstrates effective environmental and sustainable working practices.

Theme - Client Care / Customer Service	
During the practical assessment the apprentice will be assessed on the following when performing services on at least 2 different clients:	
• a consultation for one of the services, taking into account the clients wishes, influencing factors, hair classification and characteristics	• an evaluation of one of the services • provide aftercare advice following one of the service

KSBs	
K13	Client care principles and practices.
K17	The types of advice and guidance that should be provided prior, during and post service.
S7	Use communication and etiquette that suits and is appropriate to the barbershop image and style.
S8	Maintain the client's privacy, comfort and welfare during a barbering service.

S10	Advise clients (new and regular) pre, during and after service on the services, products available and maintenance.
B1	Demonstrates good verbal and non-verbal communication skills.

Pass Criteria	**Distinction Criteria**
Provide correct advice and client care throughout the services and communicate with correct etiquette whilst maintaining the clients privacy, comfort and welfare	Communicate in a respectful considered manner, demonstrating professionalism, empathy and confidence, clients are consistently fully informed with explanations or justifications for any recommendations, the response are intuitive, showing tact and diplomacy, respecting individual client characteristics, in a timely manner, throughout the service. (K13, K17, S7, S10, B1)

KSBs	
K18	How to recognise a contra-indication that would prevent the service and a limiting factor that would restrict a service, the implications on barbering services and when to refer to a general practitioner and/or trichologist.
K19	How to complete client consultation and record relevant information relating to hair, skin and scalp analysis, hair and skin classification type, characteristics tests.
S12	Identify contraindications or limiting factors that are likely to affect or influence the service using observation and appropriate questioning techniques.
S13	Carry out a consultation, examine and analyse the hair, skin and scalp.

Pass Criteria	**Distinction Criteria**
Examine, analyse and record the hair, skin and scalp consultation, recognising contraindications and limiting factors that would restrict the service	N/A

KSBs

K33	Evaluation techniques.
S6	Complete and maintain client records in accordance with legal and organisational requirements.
S21	Evaluate the results of the service.

Pass Criteria	**Distinction Criteria**
Evaluate the results of the service and record the outcomes in accordance with legal and organisational requirements.	Communicate in a respectful considered manner, demonstrating professionalism, empathy and confidence, clients are consistently fully informed with explanations or justifications for any recommendations, the response are intuitive, showing tact and diplomacy, respecting individual client characteristics, in a timely manner, throughout the service.(S6)

<table>
<tr><th colspan="4">Theme - Barbering Technical - Cutting and Finishing Hair</th></tr>
<tr><td colspan="4">During the practical assessment the apprentice will be assessed on the following when performing services on at least 2 different clients:</td></tr>
<tr><td colspan="2">Cut, and restyle hair using a range of barbering techniques to create two looks:
• cut and finish the hair
• restyle the hair changing the length, bulk or shape, to achieve a significant/clear different style
• create two different neckline shapes
• create two different outline shapes
Use all the tools and equipment for cutting:
• scissors
• clippers
• clipper attachments
• trimmers
• razors
Cutting must occur on both wet and dry hair</td><td colspan="2">Use a minimum of 9 cutting techniques (excluding eyebrow trim):
• scissor over comb
• clipper over comb
• texturising
• freehand
• razor cutting
• tapering
• graduating
• layering
• fading
• disconnecting
Create two facial hair shapes:
• full beard and moustache
• a partial beard including moustache</td></tr>
<tr><th colspan="4">KSBs</th></tr>
<tr><td>K21</td><td colspan="3">Client preparation requirements for barbering services.</td></tr>
<tr><td>S14</td><td colspan="3">Prepare the hair for barbering services.</td></tr>
<tr><th colspan="2">Pass Criteria</th><th colspan="2">Distinction Criteria</th></tr>
<tr><td colspan="2">Prepare the hair following correct methodology for barbering services.</td><td colspan="2">N/A</td></tr>
</table>

KSBs	
K24	The cutting methodology, techniques, tools and equipment required to create a range of barbering looks, different effects, distribution of weight, balance and shape to create precision and personalised looks.
S15	Cut hair using a range of barbering cutting techniques, to create a variety of looks, taking account of factors influencing the service and the steps required to achieve the desired look.

Pass Criteria	Distinction Criteria
Apply and follow correct methodologies with precision throughout the haircut, personalising where required, whilst considering the hair characteristics weight distribution, balance and natural growth patterns, using correct moisture, tension, cutting angles and cutting techniques to achieve the desired look.	Use a creative approach by combining and adapting a range of technical skills and cutting techniques, throughout the service, which maximised the style potential, showing specific attention to precision and detail that takes into account the hair characteristics to enhance and personalise the look.

KSBs	
S16	Restyle hair by changing the length, bulk or shape to achieve a significant/clear different style.

Pass Criteria	Distinction Criteria
Restyle the hair using a range of cutting techniques to change the length, bulk or shape to achieve a significant/clear different style.	Use a creative approach to restyle the hair by combining and adapting a range of technical skills and cutting techniques, changing the length, bulk or shape to achieve a significant/clear different style, showing specific attention to precision and detail, that take into account the hair characteristics to enhance and personalised the look

KSBs	
K25	The techniques and methodology behind creating basic outlines and detailing in hair.

S17	Create basic outlines and detailing in hair.

Pass Criteria	**Distinction Criteria**
Incorporate basic outlines and detailing into a haircut in line with client requirements	Outlines and detailing created demonstrated specific attention to precision and detail, that takes into account the hair characteristics to enhance and personalise the look

KSBs	
K24	The cutting methodology, techniques, tools and equipment required to create a range of barbering looks, different effects, distribution of weight, balance and shape to create precision and personalised looks.
K26	The techniques and methodology behind designing and creating a range of facial hair shapes, tapered beard lines, beard outlines and moustaches.
S18	Design, create and maintain a variety of facial hair shapes and looks.

Pass Criteria	**Distinction Criteria**
Create a facial hair design shape, using correct techniques and methodologies, whilst considering accurate distribution of weight, balance and shape.	The facial hair shape created demonstrated specific attention to precision and detail, that takes into account the hair characteristics to enhance and personalise the look

KSBs	
K31	The techniques and methodology behind drying, styling and finishing hair using barbering techniques.
S19	Style and finish hair to create a variety of barbering looks.

Pass Criteria	**Distinction Criteria**
Apply and follow correct methodologies and techniques throughout the drying, styling and finishing process, which met the intended balance, volume and shape	Use a creative approach by combining and adapting a range of styling and finishing techniques, products tools and equipment throughout the service, which maximised the style potential, showing specific attention to precision and detail, that takes into account the hair characteristics to enhance and personalise the look

Theme - Barbering Technical- Shaving	
During the practical assessment the apprentice will be assessed on the following when performing services on at least 2 different clients:	
• a full-face shave, facial massage and finishing product	
KSBs	
K27	The techniques and methodology behind preparing for and carrying out different shaving services.
K28	The methods, benefits and effects of facial massage.
S20	Provide shaving and facial massage services safely.
Pass Criteria	**Distinction Criteria**
Apply and follow correct methodologies and techniques throughout the preparation, shaving and massage, ensuring appropriate skin control and tension throughout to achieve the desired finish.	Demonstrate specific attention to detail in the client's preparation, product skin care application, skin control, tension, massage techniques completed and finishing services, that takes into account the hair and skin characteristics.

Overall Grading

This standard is graded as distinction, pass or fail. Each assessment component is graded individually. Once all assessment components have been completed the grades are combined as described in the table below to determine the overall grade.

Knowledge Test	Practical Assessment	Professional Discussion	Overall Grade
Pass	Pass	Pass	Pass
Pass	Pass	Distinction	
Pass	Distinction	Pass	Merit
Pass	Distinction	Distinction	Distinction
A fail in any assessment component will result in a fail overall.			

Resits and Retakes

If the apprentice fails any of the assessment components, they will be eligible for a resit or retake. In case of a resit or a retake apprentice's overall EPA grade will be capped at a pass.

- Resit timeframe: three months
- Retake timeframe: four months

Appeals

VQA's Appeals Policy, including time frames, can be found here.

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