



Qualification Specification

ProQual Level 2 Award/Certificate in Tanning Services

ProQual Level 2 Award/Certificate in Tanning Services



This qualification is part of ProQual's broad offer of qualifications in the Hair and Beauty Sector.

To find out more about other qualifications in this, or any other sector, or for our latest fees; check our Fees Schedule via the QR code below:



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Introduction

The ProQual Level 2 Award/Certificate in Tanning Services provides a nationally recognised qualification for those working in the beauty or spa therapy industries, and who wish to further develop their skills at providing tanning services.

The aims of this qualification are:

- To allow candidates to develop and demonstrate their knowledge of tanning services.
- To allow candidates to develop and demonstrate their competence at providing tanning services.
- To provide a progression route within the industry, for those wishing to progress within the beauty or spa therapy industries.

The awarding body for this qualification is ProQual AB. This qualification has been approved for delivery in England. The regulatory body for this qualification is Ofqual, and this qualification has been accredited onto the Regulated Qualification Framework (RQF), and has been published in Ofqual's Register of Qualifications.

Qualification Profile

Qualification Title:	ProQual Level 2 Award in Tanning Services
Qualification Number:	610/4922/0
Level:	2
Total Qualification Time (TQT):	120 Hours 12 Credits
Guided Learning Hours (GLH):	100 Hours
Assessment:	Pass/Fail
	Internally assessed and verified by centre staff
	Externally verified by ProQual verifiers
Qualification Start Date:	06/01/2025
Qualification Review Date:	06/01/2028

Qualification Title:	ProQual Level 2 Certificate in Tanning Services
Qualification Number:	610/4923/2
Level:	2
Total Qualification Time (TQT):	200 Hours 20 Credits
Guided Learning Hours (GLH):	170 Hours
Assessment:	Pass/Fail
	Internally assessed and verified by centre staff
	Externally verified by ProQual verifiers
Qualification Start Date:	06/01/2025
Qualification Review Date:	06/01/2028

Learner Profile

There are no formal academic entry requirements for this qualification. Centres should carry out their own assessment of candidates' knowledge and skills to identify gaps and inform the assessment plan.

Candidates for this qualification should be employed in a role, or enrolled on a training course, that will allow them to carry out a range of tanning services on a number of real or simulated clients, who may be paid, volunteers, or other candidates.

Candidates for this qualification must be **at least 16 years old** on the day that they are registered for this qualification. Centres are reminded that no assessment activity should be undertaken until a candidate has been registered.

Candidates who complete this qualification may go on to complete other advanced qualifications in ProQual's Hair and Beauty Suite.

Qualification Structure

This qualification consists of **two** mandatory units. Candidates must complete both mandatory units to complete this qualification.

Candidates who also complete **one** optional unit are awarded the Level 2 Award in Tanning Services. Candidates who also complete **both** optional units are awarded the Level 2 Certificate in Tanning Services.

Unit Number	Unit Title	Level	TQT	GLH
Mandatory Units – Candidates must complete all units in this group.				
J/651/2395	Health and Safety in a Salon Environment	2	10	10
K/651/2421	Carrying Out Client Consultation as a Beauty Professional	2	30	20
Optional Units Candidates for the Award must complete one unit from this group. Candidates for the Certificate must complete both units from this group.				
H/651/3870	Principles and Practice of Self-Tanning Services	2	80	70
J/651/3871	Principles and Practice of UV Tanning Services	2	80	70

Centre Requirements

Centres must be approved to deliver this qualification. If your centre is not approved to deliver this qualification, please complete and submit the **ProQual Additional Qualification Approval Form**.

Materials produced by centres to support candidates should:

- Enable them to track their achievements as they progress through the learning outcomes and assessment criteria.
- Provide information on where ProQual's policies and procedures can be viewed.
- Provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence.

Centres must have the appropriate equipment to enable candidates to carry out the practical requirements of this qualification.

Certification

Candidates who achieve the requirements for this qualification will be awarded:

- A certificate listing all units achieved, and
- A certificate giving the full qualification title:

ProQual Level 2 Award in Tanning Services

ProQual Level 2 Certificate in Tanning Services

Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the qualification. All certificates will be issued to the centre for successful candidates.

Unit certificates

If a candidate does not achieve all of the units required for a qualification, the centre may claim a unit certificate for the candidate which will list all of the units achieved.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement.

Assessment Requirements

Each candidate is required to produce a portfolio of evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:

- Observation report by assessor.
- Assignments/projects/reports.
- Professional discussion.
- Witness testimony.
- Candidate product.
- Worksheets.
- Record of oral and written questioning.
- Recognition of Prior Learning.

Candidates must demonstrate the level of competence described in the units. Assessment is the process of measuring a candidate's skill, knowledge and understanding against the standards set in the qualification.

Centre staff assessing this qualification must be **occupationally competent** and qualified to make assessment decisions. Assessors who are suitably qualified may hold a qualification such as, but not limited to:

- ProQual Level 3 Certificate in Teaching, Training and Assessment.
- ProQual Level 3 Award in Education and Training.
- ProQual Level 3 Award in Assessing Competence in the Work Environment.
(Suitable for assessment taking place in a working salon only.)
- ProQual Level 3 Award in Assessing Vocational Achievement.
(Suitable for assessment taking place in a simulated training environment only.)

Candidate portfolios must be internally verified by centre staff who are **occupationally knowledgeable** and qualified to make quality assurance decisions. Internal verifiers who are suitably qualified may hold a qualification such as:

- ProQual Level 4 Award in the Internal QA of Assessment Processes and Practice.
- ProQual Level 4 Certificate in Leading the Internal QA of Assessment Processes and Practice.

Occupationally competent means capable of carrying out the full requirements contained within a unit. **Occupationally knowledgeable** means possessing relevant knowledge and understanding.

Enquiries, Appeals and Adjustments

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Units – Learning Outcomes and Assessment Criteria

Title:	Health and Safety in a Salon Environment			Level:	2
Unit Number:	J/651/2395	TQT:	10	GLH:	10
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Prepare salon areas for treatment.	1.1	Identify common hazards and risks in a salon environment.		
		1.2	State the health and safety requirements for practitioners carrying out beauty treatments, including but not limited to: <ul style="list-style-type: none"> • Health and Safety at Work Act. • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). • Manual Handling Operations Regulations. • Control of Substances Hazardous to Health Regulations (COSHH). 		
		1.3	Describe how to clean, disinfect and sterilise different types of tools and equipment.		
		1.4	Explain the difference between sterilisation and disinfection.		
		1.5	Explain why it is important to follow salon procedures and any given instructions when setting up tools and equipment for a given treatment.		
		1.6	Describe the required environmental conditions for a given treatment, including: <ul style="list-style-type: none"> • Lighting. • Heating. • Ventilation. • General comfort. 		

1	<i>Continued</i>	1.7	Explain why it is important that the above environmental conditions are provided.
		1.8	Explain why it is important to maintain personal hygiene, protection and appearance according to accepted industry and organisational standards.
		1.9	Explain the reasons and importance of keeping records of treatments.
2	Maintain salon treatment areas.	2.1	Explain how to safely dispose of waste materials and products from beauty treatments.
		2.2	Explain the requirements for re-stocking products and other items.
		2.3	Describe own responsibilities in relation to the storage of: <ul style="list-style-type: none"> • Equipment. • Products. • Client Records.
		2.4	Describe how the work area should be left after a treatment.
		2.5	Explain why it is important to leave the work area in the condition described above.

Additional Assessment Information

This unit is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Centres may use the appropriate ProQual Candidate Workbook, or their own, centre devised, assignments.

This unit is a **common unit**. Centres should be aware that candidates may have completed this unit as part of another ProQual Hair and Beauty qualification and may be eligible for recognition of prior learning.

Title:		Carrying Out Client Consultation as a Beauty Professional		Level:		2	
Unit Number:		K/651/2421		TQT:		30	
				GLH:		20	
Learning Outcomes		Assessment Criteria					
<i>The learner will be able to:</i>		<i>The learner can:</i>					
1	Understand how to carry out a client consultation as a beauty professional.	1.1	Explain the importance of taking account of: <ul style="list-style-type: none"> The client's declared medical history and current medical status. The client's service history. The client's service requirements. The client's concerns, expectations and desired outcome. The client's physical and psychological wellbeing. Any contra-indications. 				
		1.2	Explain why it is important to work with competent professionals to support effective and safe working practice.				
		1.3	Explain what is meant by the terms: <ul style="list-style-type: none"> Relative contra-indications. Absolute contra-indications. 				
		1.4	Identify common relative and absolute contra-indications for common beauty services.				
		1.5	Describe the visible symptoms of common contra-indications for beauty services.				
		1.6	Explain the importance of referring contra-indications and medical conditions to an appropriate professional.				
		1.7	Explain why common medical conditions may contra-indicate common beauty services.				

1	<i>Continued</i>	1.8	<p>Explain the importance of communicating with the client:</p> <ul style="list-style-type: none"> • In a professional manner. • Within the limits of your own competencies.
		1.9	Describe the impact of social influences, the media and current trends on the consultation process.
		1.10	Explain why it is important to assess, discuss, agree, review and document the consultation outcomes.
		1.11	Explain the importance of clearly explaining the service process, expected outcomes and associated risks.
		1.12	Describe the benefits of using visual aids during consultation.
		1.13	Explain how to manage a client's expectations.
		1.14	Identify beauty services that may be prohibited or restricted for minors.
		1.15	Identify beauty services that require a test to be carried out before they are supplied.
		1.16	Explain the importance of carrying out pre-treatment tests.
		1.17	Describe the legislative requirements for gaining, recording, storing, protecting and retaining any client data.
		1.18	Describe the legislative and regulatory requirements for taking and storing visual media of the client's treatment area.

1	Continued	1.19	<p>Explain the client's rights, in relation to beauty services, including:</p> <ul style="list-style-type: none"> • Reflection time. • Informed consent. • Financial/contractual agreement. • The right to request the subject specific qualifications, training and indemnity insurance.
		1.20	Explain the importance of providing instructions and advice both pre and post the service.
2	Carry out a client consultation as a beauty professional.	2.1	<p>Carry out a consultation, taking account of:</p> <ul style="list-style-type: none"> • The client's declared medical history and current medical status. • The client's service history. • The client's service requirements. • The client's concerns, expectations and desired outcome. • The client's physical and psychological wellbeing. • Any contra-indications.
		2.2	Recognise, respond and sign-post appropriately in response to any disclosed conditions or contra-indications.
		2.3	Explain the fee structure.
		2.4	Provide the client with pre-treatment instructions and recommendations.
		2.5	Explain any associated risks to the client.
		2.6	Agree and document the consultation and expected service outcomes.
		2.7	Discuss any physical sensation that may occur during the service.
		2.8	Agree the service plan and obtain the client's informed consent for the treatment.

Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
- Assessor's observation report.
- Expert witness testimony.
- Candidate reflection on own practical work.

An observation report and witness testimony are differentiated as follows:

- An **assessor's report** is completed by a qualified assessor who observes the candidate carrying out practical work. The assessor will make assessment decisions as they observe and record these in the report, alongside a commentary of what they observe.
- A **witness statement** is completed by a suitably qualified or experienced expert who observes the candidate carrying out practical work. The witness statement will contain **only** a commentary of what has been observed. An assessor must then use the witness statement, alongside any additional evidence to make assessment decisions.
- In all cases, an assessor's report is preferred as evidence over a witness statement; as it is always better for an assessor to observe a candidate live.

Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least twice, across three treatments** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Principles and Practice of Self-Tanning Services		Level:		2	
Unit Number:		H/651/3870		TQT:		80	
				GLH:		70	
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>					
1	Understand how to provide self-tanning services.	1.1	Identify the signs and symptoms of the following contra-indications: <ul style="list-style-type: none"> • Severe asthma. • Contagious skin conditions. • Bronchial conditions. • Insulin dependent diabetes. • Pigmentation disorders. • Sunburn. • Psoriasis. • Eczema. • Cuts and abrasions. 				
		1.2	Describe the appropriate action to take if any of the following contra-indications are identified: <ul style="list-style-type: none"> • Severe asthma. • Contagious skin conditions. • Bronchial conditions. • Insulin dependent diabetes. • Pigmentation disorders. • Sunburn. • Psoriasis. • Eczema. • Cuts and abrasions. 				
		1.3	Describe how to carry out a skin sensitivity test.				
		1.4	Explain why it is important to carry out a skin sensitivity test prior to a self-tanning service.				
		1.5	Explain how to match a product selection to the client's skin type and preference.				
		1.6	Describe how to prepare the client's skin for a self-tanning service.				
		1.7	Explain the reasons for exfoliating and moisturising the skin prior to a self-tanning service.				

1	Continued	1.8	Describe the use, maintenance and storage of the equipment used for a self-tanning service, including: <ul style="list-style-type: none"> • Spray gun. • Compressor. • Buffing mitt.
		1.9	Explain what is meant by PSI and why this is adjusted to suit the size of area and coverage required.
		1.10	Explain the potential risks of using pressurised equipment and how to mitigate them, including the importance of using equipment with a working pressure gauge.
		1.11	Describe common problems that can arise with spray tanning equipment and how to correct them.
		1.12	Describe how the following products are used in a self-tanning service: <ul style="list-style-type: none"> • Tanning creams. • Tanning gels. • Spray tan liquid. • Barrier cream. • Exfoliators. • Moisturisers.
		1.13	Explain the ingredients commonly found in the following products: <ul style="list-style-type: none"> • Tanning creams. • Tanning gels. • Spray tan liquid. • Barrier cream. • Exfoliators. • Moisturisers.
		1.14	Describe the effects of the following products on the skin: <ul style="list-style-type: none"> • Tanning creams. • Tanning gels. • Spray tan liquid. • Barrier cream. • Exfoliators. • Moisturisers.

1	<i>Continued</i>	1.15	Explain how different types of skin pigmentation disorders can affect the self-tan result.
		1.16	Explain how and when to use tanning enhancers.
		1.17	Explain how and when to use tanning correctors.
		1.18	Describe the advice that should be given the client following a self-tanning service.
		1.19	Identify the signs and symptoms of the following adverse effects: <ul style="list-style-type: none"> • Skin irritation. • Swelling. • Burning. • Itching. • Watery eyes. • Coughing. • Fainting.
		1.20	Describe the appropriate course of action if any of the following adverse effects occur: <ul style="list-style-type: none"> • Skin irritation. • Swelling. • Burning. • Itching. • Watery eyes. • Coughing. • Fainting.
2	Provide a range of self-tanning services.	2.1	Carry out a concise and comprehensive consultation, including: <ul style="list-style-type: none"> • Client objectives and desired outcome. • Identification of any contra-indications and taking any necessary action. • Associated risks. • Associated fees and timescales. • Agree the products and equipment to be used. • Obtain the client's informed consent for the service.
		2.2	Carry out a skin sensitivity test and record the result.

2	Continued	2.3	Prepare the client's skin, ensuring it is clean and ready for the selected self-tanning product.
		2.4	Test the operation and pressure of the spray gun prior to use.
		2.5	Apply the selected products: <ul style="list-style-type: none"> • In a controlled way. • At the required distance to achieve the desired effect. • Evenly. • In the required sequence. • In a way that minimises the risk of products being spread outside the treatment area.
		2.6	Adhere to health and safety requirements throughout the service, including: <ul style="list-style-type: none"> • Monitoring the client's health and wellbeing throughout the service. • Taking the appropriate action in the case of any adverse reaction.
		2.7	Conclude the service, including: <ul style="list-style-type: none"> • Confirming with the client that they are happy with the outcome of the service. • Completing and storing the client's records in line with legislative and organisational requirements. • Providing appropriate post-service advice and instruction to the client.
		2.8	Evaluate the service provided, including: <ul style="list-style-type: none"> • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.

Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
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- Expert witness testimony.
- Candidate reflection on own practical work.

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Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least twice, across three treatments** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Principles and Practice of UV Tanning Services		Level:	2	
Unit Number:		J/651/3871	TQT:	80	GLH:	70
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>				
1	Understand how to provide UV tanning services.	1.1	Identify the signs and symptoms of the following contra-indications: <ul style="list-style-type: none"> • History of skin cancer. • Excessive number of moles or freckles. • Moles that have changed colour, itch or bleed. • Sunburn. • Skin that does not tan in sunlight. • Medication causing photosensitivity. • Recent heat treatment. • Use of perfumed products. • Recent laser or IPL treatments. • Recent microdermabrasion. • Recent chemical peels. • Current use of steroids. • Use of products with photosensitive ingredients. 			
		1.2	Describe the appropriate action if any of the following contra-indications are identified: <ul style="list-style-type: none"> • History of skin cancer. • Excessive number of moles or freckles. • Moles that have changed colour, itch or bleed. • Sunburn. • Skin that does not tan in sunlight. • Medication causing photosensitivity. • Recent heat treatment. • Use of perfumed products. • Recent laser or IPL treatments. • Recent microdermabrasion. • Recent chemical peels. • Current use of steroids. • Use of products with photosensitive ingredients. 			
		1.3	Explain why it is important that the client's skin is thoroughly cleaned prior to a UV tanning service.			

1	<i>Continued</i>	1.4	Explain why it is important that the client understands the UV tanning guidance and operation of the UV equipment.
		1.5	Describe the UV tanning equipment safety tests and maintenance requirements.
		1.6	Describe the different types of UV tanning equipment and products available.
		1.7	Describe the range of pre-skin preparation products and their effects.
		1.8	Explain how to calculate the length of session based on skin tone and type.
		1.9	Explain how to recognise the effects of overexposure and the four degrees of erythema.
		1.10	Explain why some pressure point areas do not tan.
		1.11	Explain how to use the Fitzpatrick Classification Scale to determine skin tone.
		1.12	Outline the Sunbed Code of Practice, skin classifications and how to interpret and use them.
		1.13	Describe the effect and changes that UVA, UVB and UVC rays can have on the skin.
		1.14	Explain why clients should not exceed the recommended total number of annual sessions.
		1.15	Explain the reasons why client session times should be adjusted after UV tube replacement.
		1.16	Describe the current skin cancer guidance, information and support materials available.

1	Continued	1.17	<p>Identify the signs and symptoms of the following adverse reactions:</p> <ul style="list-style-type: none"> • Burning. • Blistering. • Skin cancer. • Uneven pigmentation. • Feeling faint. • Claustrophobia. • Premature aging. • Damage to the eyes. • Immunosuppressive response.
		1.18	<p>Describe the appropriate action to be taken if any of the following adverse reactions arise:</p> <ul style="list-style-type: none"> • Burning. • Blistering. • Skin cancer. • Uneven pigmentation. • Feeling faint. • Claustrophobia. • Premature aging. • Damage to the eyes. • Immunosuppressive response.
2	Provide UV tanning services.	2.1	<p>Carry out a concise and comprehensive consultation, including:</p> <ul style="list-style-type: none"> • Client objectives and desired outcome. • Identification of any contra-indications and taking any necessary action. • Associated risks. • Associated fees and timescales. • Ensuring the client's age meets minimum legal requirements. • Obtain the client's informed consent for the service.
		2.2	<p>Ensure the client is prepared for the UV tanning service, including:</p> <ul style="list-style-type: none"> • Providing advice on how to prepare for the UV tanning service. • Explaining how to use the UV tanning equipment. • Providing personal protective equipment.
		2.3	<p>Carry out and record UV tanning equipment safety and function tests at the specified intervals.</p>

2	<i>Continued</i>	2.4	Ensure that portable appliance testing and tube replacement is carried out at the manufacturer's specified intervals and recorded on the maintenance log.
		2.5	Report any equipment problems to the relevant person.
		2.6	Ensure that the timing of the session is suitable for the client's skin type and colouring.
		2.7	Adhere to current guidelines for repeat UV tanning sessions.
		2.8	Conclude the UV tanning service, including: <ul style="list-style-type: none"> • Checking the well-being of the client. • Giving appropriate post-service advice and guidance. • Completing and storing client records in line with legislative and organisational requirements.
		2.9	Evaluate the service provided, including: <ul style="list-style-type: none"> • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.

Additional Assessment Information

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It is expected that competence of each assessment criteria will be observed **at least twice, across three treatments** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Appendix One – Command Verb Definitions

The table below explains what is expected from each **command verb** used in an assessment objective. Not all verbs are used in this specification

Apply	Use existing knowledge or skills in a new or different context.
Analyse	Break a larger subject into smaller parts, examine them in detail and show how these parts are related to each other. This may be supported by reference to current research or theories.
Classify	Organise information according to specific criteria.
Compare	Examine subjects in detail, giving the similarities and differences.
Critically Compare	As with compare, but extended to include pros and cons of the subject. There may or may not be a conclusion or recommendation as appropriate.
Describe	Provide detailed, factual information about a subject.
Discuss	Give a detailed account of a subject, including a range of contrasting views and opinions.
Explain	As with describe, but extended to include causation and reasoning.
Identify	Select or ascertain appropriate information and details from a broader range of information or data.
Interpret	Use information or data to clarify or explain something.
Produce	Make or create something.
State	Give short, factual information about something.
Specify	State a fact or requirement clearly and in precise detail.



ProQual Awarding Body

ProQual House
Unit 1, Innovation Drive
Newport, Brough
HU15 2GX

Tel: 01430 423 822
enquiries@proqualab.com
www.proqualab.com