

LADIES CAUCASIAN HAIRDRESSING TRADE TEST GUIDE



SERVICE SETA

WHAT IS A TRADE TEST?

Once the artisan learner has successfully completed the occupational knowledge, practical and workplace learning, the Skills Development Act requires a learner to undergo an external final summative assessment also known as a Trade Test before he or she can be certified as a qualified artisan, irrespective of the route or pathway of learning the learner utilized.

A trade test is a practical task that a learner must complete within specified periods of time as determined by SSETA/NAMB.

WHO WILL MARK MY TRADE TEST?

A trades assessor registered with NAMB will assess and mark on the day of the trade test; there will also be a trades **moderator** present on the day.

Tasks performed by trades Assessor:

- Assess each learner
- Mark all tasks per mark sheet and completes the task sheet / result report.
- A one on one session conducted with candidate after assessment.
- Provide candidate with a signed feedback form
- Will complete the result sheet

Tasks performed by trades Moderator:

- Task allocation
- Visual inspections
- Result marking
- Moderations
- Sign result sheet

RATIO

1:4. One assessor for every 4 candidates assessed.

WHAT HAPPENS AFTER I FINISH MY TRADE TEST?

*After you finish your trade test **your** marks will be calculated and moderated.*

*Your trades test result report for the Hairdressing Trade as listed in the Organising Framework for Occupations, registered under code 514101 will be sent to National Artisans Moderating Board (**NAMB**) in collaboration with the SSETA for verification and recommendation to the Quality Council for Trade & Occupation (QCTO) for the issuing of your trade certificate in terms of the Skills Development Act 1998, Act 97 of 1998 Section 26D(4).*

After this process has been completed you will receive your certificate through your trade test centre

HOW MANY MODELS MUST I HAVE?

You will need to have **TWO female Caucasian** models. The models **MUST** have Caucasian type hair.

WHAT WILL I BE EXPECTED TO DO ON MY CLIENTS?

You are required to perform the following TASKS in the trade test:

- Fingerwaves
- Pincurls
- Permanent Waving
- Roller Setting
- Blow Drying
- Permanent Tinting
- Lady's Layered Hair Cut
- Lady's Free / Fashion Cut

HOW LONG WILL THE TRADE TEST TAKE?

You are allocated 6 hours in which to complete all the TASKS as listed above.

IS THERE ANY ORDER IN WHICH I SHOULD DO THE ASSESSMENT?

No, there is no order you can do any models and any TASKS in whichever way you are comfortable.

WHAT DO I HAVE TO BRING WITH ME FOR THE TRADE TEST?

- Towels 10 – 15
- Shampoo & Conditioner for your models
- Sterilizer Bottle and sterilizer, gloves
- Cutting comb, tail comb and big comb.
- Blow Dry Brushes / Vent Brush
- Gel for finger waves and pin curls.
- Pin curl clips – minimum of 30.
- 80 -100 Perm rods – to suit perm to be done.
- Perm end papers, perm cap, cotton wool,
- Rollers and pins – suitable for desired style.
- Hair Dryer, multi plug,
- Styling Aids for setting and blow drying.
- Tint brush, tint bowl, measuring cup / scale.
- Tint and Hydrogen Peroxide
- Perm Lotion and Neutralizer & Pre Wave if required.
- Scissors, razor
- Capes x 4 (Minimum)
- Apron
- Identity document and a pen.
- Trolley
- Back Mirror

HOW DO I GET READY FOR THE TRADE TEST?

The most important thing you can do is practice, practice and more practice.

Make sure that you pick models who you can depend on and who will make themselves available to you not just on the day of the assessment but more importantly to practice on beforehand.

Choose appropriate models.

Pay special attention to those TASKS that you need to perform in the trade test that you have not done recently.

HOW MUCH WILL THE TRADE TEST COST ME?

The trade test fees are available from your trade test centre and are payable on registration to trade test.

TIPS FOR MY PRACTICAL TRADE TEST

FINGERWAVES

- Only the index and middle fingers may be used in the formation of finger waves;
- Only a cutting comb is to be used in the formation of finger waves;
- The finger waves do not have to be finished off with pin curls;
- The C-shape may not be wider than two and a half fingers.

PINCURLS

- Four volume pin curls must be done on centre front of the head (barrel pin curls);
- Four flat pin curls must be done on each side of the head
(4 clockwise on one side; 4 counter clockwise on the other side);
- Reverse pin curls two clockwise reverse pin curls must be done next to each other followed by 2 counter-clockwise pin curls. (Reverse pin curls must be done on the crown area of the head).
- Volume pin curls must be on a square base.
The curl control can be on base, over directed or under directed. All 4 pin curls must be of the same curl control.
- The curls must all be of the same size and must be correct in relation to their form.
- The top of the pin curl clip MUST be in an upright position;
- The pin curl clip must be clipped through the centre of the curl onto its base, with the force, and across the curl of flat pin curls;
- The volume pin curls are to be clipped towards the back of the base, parallel with the parting onto its base.

PERMING

- Hair sectioning must be determined by the length of the section in relation to the length of the perm rod.
- The same base size as the rod size indicated on your analysis sheet, must be used..
- The following end paper application methods may be used: Book-end, Double, Single Wrap.
- No Benders to be used.
- Perm rods must be effectively secured.
- The hair must be evenly spread over the rod.
- No hair is allowed to be out of the perm rods. Pins are allowed.
- The winding of the hair must be of even tension.
- The lotion must not be sponged onto the hair.
- The lotion must be carefully applied to each rod separately.
- The hair must be well rinsed ensuring that the lotion is removed from the hair.

THE FOLLOWING ARE VERY IMPORTANT NOTES

- No Straight pieces are allowed
- No Fish hooks are allowed
- The perm result must have a curl – that is soft, medium or tight, no combinations.
- No Body waves will be accepted.
- The final result on the analysis sheet must match the result achieved after the perm has been processed.

ROLLER SETTING

- Any type of rollers except Velcro, may be used.
- It must be a full head of roller setting.
- The use a combination of techniques is allowed.

- The length of the base must not be longer than the roller.
- The roller must be pinned against the force
- The setting technique must be organized, neat and it must follow a logical pattern.
- Smoothed hair with even tension is very important.

- The style must be imaginative and creative
- Brushing of the roller set is important.
- When combing out the style, the setting techniques have to be maintained, therefore the style must be organized, neat and it must follow a logical pattern.

BLOW DRYING

- Once you have switched your hair dryer on, you are not permitted to turn it off or put it down.
- You need to demonstrate a continuous flow of sectioning and blow drying the hair

- You need to handle your hair dryer in a professional manner therefore not placed between the legs, or under an arm.
- Once you have completed your blow dry the hair must be 100% dry.
- After you have completed your blow dry, styling techniques must be used.

HAIR CUTTING

- At least 2cm must be removed from the hair for the haircut to be assessed.
- Only the ring finger and thumb may be used in holding scissors;
- The scissors must be “palmed” whilst combing the hair
- **ONLY** a cutting comb may be used for a hair cutting procedure;
- Cutting tools should **NEVER** be put down during the cutting process.
- Sub-sections should be the thickness of the blade of the scissors.

- Partings must be clean and precise, Sub-sectioning must correspond with the angle used
- Ends must be even or blended.
- Any angle of projection may be used, provided there are no “steps” visible in the end result.
- The layering must be visible when the hair falls naturally.
- Layers should not be uneven.
- If the neckline design is feathered, then it must be evenly done;

PERMANENT COLOUR

- No darker than a level 4 is permitted.
- Your analysis sheet has to be completed in full, no fields should be omitted.
- You need to state the brand, the exact amount of tint, and the shade and reflect to be used.
- The volume and amount of peroxide to be used must be specified.
- No Foils are allowed to be done.
- Your expected final result is of critical importance.
- When mixing your colour you need to use a form of accurate measuring.

- Your colour application must be done in the same way as stated on your analysis sheet.
- The tint must be applied evenly. There is to be no tint on the face, gown etc.
- The technique and procedure to follow must be done according to the brand of tint that you select to use.
- The end result must be as stipulated on the analysis sheet.
- Your final result will be checked on dry hair and there must be 100% grey coverage, the colour must be even and no bands must be visible in the hair.

SANITATION

- The working area must show evidence of cleanliness;
- The tools and equipment used by the candidate must at all times be clean;
- At the end of the examination the working area must be left clean and tidy;
- Combs must be submerged in disinfectant when not in use.

PROFFESIONAL APPROACH

- Only professional hairdressing tools, products and equipment may be used.
- You should come to the assessment well-presented and dressed neatly and appropriately.
- The candidate must be polite at all times;
- You must treat your models as you would treat a paying client in your salon.

TRADE TEST RULES & REGULATIONS

- Candidates must have their identity document and a pen with them when they arrive at the test centre. Failure to produce your identity document to the trades assessor/moderator will result in disqualification.
- NO CHILDREN are allowed in the examination room.
- Candidates and models may not smoke in the examination room.
- No candidate will be assisted by a trade test assessor to overcome any difficulties brought about for her/him as a result of her/his inability to manage her/his time and herself/himself adequately.
- All services required for the examination must be performed.
- Candidates must **wait** until the trades assessors formally dismiss them.
- Please note that 70% is the required pass mark in all tasks.
- Please refer to the assessment rules 2015 from SSETA and trade test regulations 8 May 2015.

TRADE TEST ASSESSMENT RULES 2015

Trade regulations stipulate the following:

- Until such time as the Occupational Curricula including the External Assessment Specifications for a trade qualification is developed, a learner who attempted a trade test will be given recognition for those trade test tasks in which he/she has been found competent and not be retested in those tasks provided that:
 - The recognition will be retained by the candidate for a maximum of 3 attempts or 18 months from the date of successful completion of the trade test task whichever comes first and
 - The learner is competent in at least 50% of the tasks given during the trade test.
 - For the Repeat attempt the candidate will be re-assessed on each task individually and the 50% rule does not apply.
 - Candidates must achieve 70% per task in order to be found competent on that specific task.
 - Candidates have only 3 attempts and therefore should they not have been found competent in all tasks by attempt 3, a full trade test must be done, regardless of what was found competent in the first 3 attempts. Therefore the 4th attempt and any attempt after this for a trade test will be a full Trade Test Assessment.
 - These trade test regulations came into effect on 8 May 2015.
- (Transitional arrangements came into effect on 12 July 2014, and are now regulated in the trade test regulations

APPLICATION OF THE RULE

1. Fingerwaves
2. Pincurls
3. Perm
4. Ladies Layered Cut
5. Roller Set
6. Permanent Colour
7. Fashion Cut
8. Blow Dry
9. Professional Approach

Therefore a candidate must pass at least 5 tasks (50%) in order to only be re-assessed on the tasks that he/she does not pass.

In other words if the candidate passes only 4 tasks – all 9 tasks must be redone.

If the candidate passes 5 tasks – only the 4 he/she didn't pass needs to be redone

This booklet is only to be used by Trade Test Centres accredited by the QCTO.