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# B25 self tanning services



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Self tanning has grown to be a very popular salon treatment, ideal for those who want year-round colour, or who wish to avoid the damaging effects of ultraviolet rays from the sun. You'll get clients who want to look great for special occasions, or need a base colour before a holiday. A product containing tanning

ingredients is applied to the skin, and left to develop into the tan. In this unit, you will learn how to prepare the body, apply the tanning product and give homecare advice, which is vital to maintain the effect the client wants. A range of methods may be used, including manual cream application or manual spray tanning.



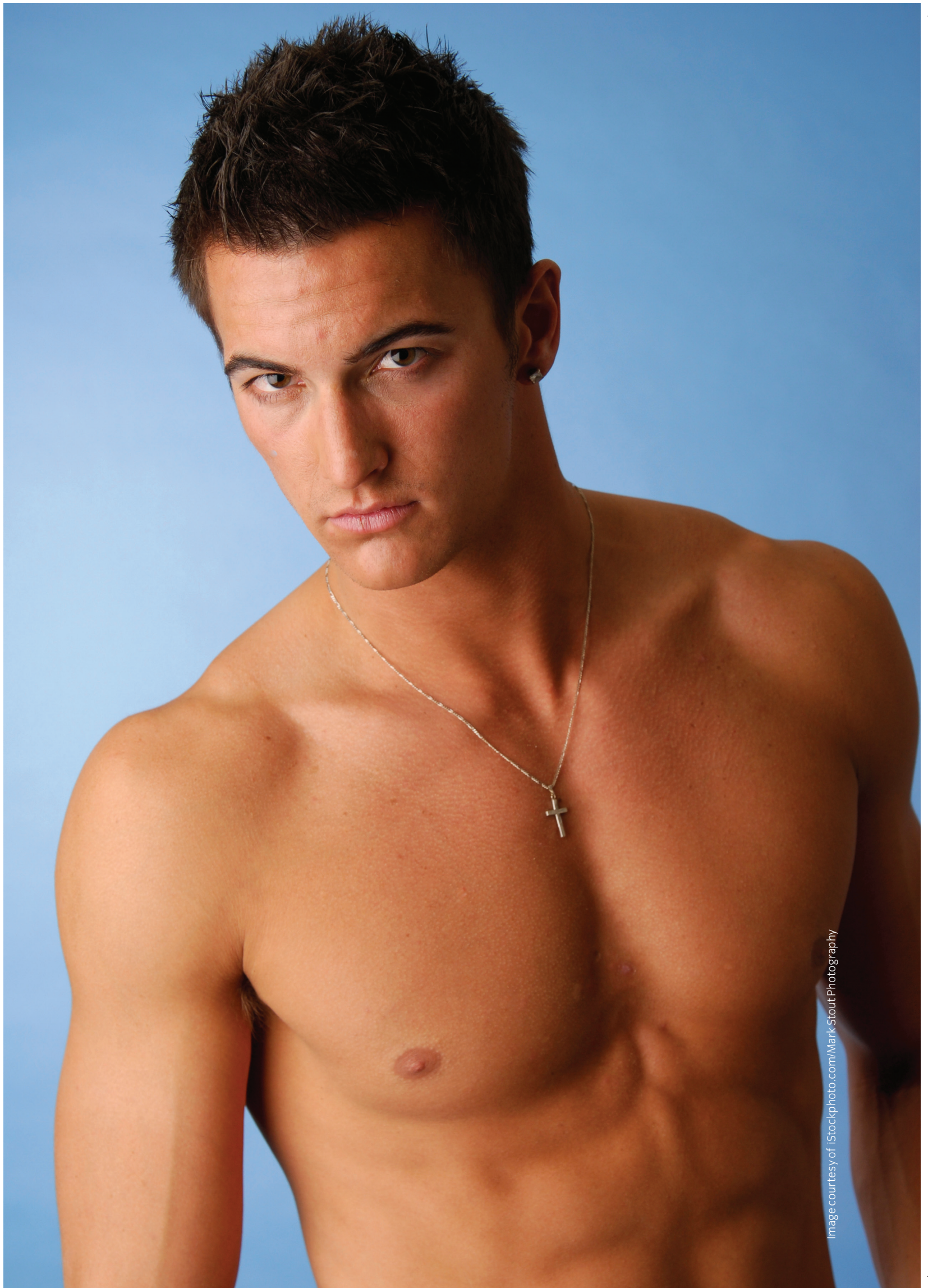


Image courtesy of iStockphoto.com/Mark Stout Photography



# Unit B25 (City & Guilds Unit 031)

## Provide self tanning services

### *Optional*



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### Evidence requirements

To achieve this unit you must practically demonstrate in your everyday work that you have met the standards for providing self tanning treatments.

The standards cover things that you must do (performance criteria), things that you must cover (range) and things that you must know.

### What you must do

Your evidence should be collected when carrying out a real job, whether paid or voluntary, and when dealing with real clients, whether internal or external to the salon. Simulation is **not** allowed for any performance evidence within this unit.

Most evidence of your performance will be gathered from the observations made by your assessor, but you may be required to produce other evidence to support your performance if your assessor has not been present. This will involve your assessor observing your performance on at least **three** different occasions, each involving a different client. Observations must include a spray tan and a manually applied self tan.

**This unit has four outcomes.**

#### **Outcome 1**

**Maintain safe and effective methods of working when providing self tanning treatments**

#### **Outcome 2**

**Consult, plan and prepare for treatments with clients**

#### **Outcome 3**

**Apply self tan products**

#### **Outcome 4**

**Provide aftercare advice**

“

*Tell clients to adapt their make-up to their new skin tone, with a slightly darker foundation.*

Lisa Fulton

”



*self tanning – the way to a safer tan!*



## Unit B25 (City & Guilds Unit 031)

### Provide self tanning services

#### *Optional (continued)*

Image courtesy of Guinot

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### What you must cover

You will see key words in bold on the 'what you must do' list. For each of these, there is a range of things that you must cover. You must show that you have covered the following.

#### **Used all of the following types of equipment:**

Spray gun  
Compressor  
Buffing mitt

#### **Used at least four of the following types of product\*:**

Tanning creams  
Tanning gels  
Spray tan liquid  
Barrier cream  
Exfoliators  
Moisturisers

\* However, you must prove to your assessor that you are able to deal with the other **two**.

#### **Used all of the following consultation techniques:**

Questioning  
Visual  
Reference to client records

#### **Dealt with at least one of the following necessary actions\*:**

Encouraging the client to seek medical advice  
Explaining why the service cannot be carried out  
Modification of treatment

\* However, you must prove to your assessor that you are able to deal with the other **two**.

#### **Provided all of the following types of advice:**

Suitable aftercare products and their use  
Contra-actions that may occur post-treatment and how to deal with them  
Post-treatment restrictions  
Recommended further follow-on treatments



*Trade shows are an opportunity to compare different products.*



*Moisturiser is often applied prior to self tanning to ensure even results.*

Image courtesy of iStockphoto.com/Lighthaunter

## What you must know

You will be assessed on your knowledge of the following:

Organisational and legal requirements

How to work safely and effectively when providing self tanning treatments

Client consultation

Contra-indications and contra-actions

Equipment and products

Tanning treatments

Aftercare advice for clients

This will be completed through written and oral questioning by your assessor, or by an online test. For details of what you must know, see pages 293–297.

“

*Remember to maintain the client's modesty at all times, to reduce feelings of self-consciousness.*

Anita Crosland

”

Image courtesy of Carlton Group



*Thorough exfoliation will help to avoid streaks.*



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## Useful words

Some terms that you will come across in this unit are explained below.

**Chloasma** A hyper-pigmentation disorder resulting in darker areas of skin, associated with pregnancy and the contraceptive pill.

**Development time** How long the product should be left on in order to produce the tan. It will vary between manufacturers, but is usually 4–6 hours.

**Dihydroxyacetone** A sugar found in self tanning products that reacts with amino acids in the skin to produce a tanned effect.

**Exfoliation** The removal of dead skin cells from the surface of the skin to leave it refined, soft and even. This is done beforehand, for best results, and afterwards, to help the tan to fade evenly.

**Guide colour** This is the shade the product looks when first applied to the skin. After development time, it's washed off, and the true colour, unique to each client, will be visible.

**Hyper-pigmentation** Increased melanin production, which causes darker patches of skin.

**Hypo-pigmentation** Reduced melanin production, which causes paler patches of skin.

**L-Tyrosine** A tan accelerator that helps with the skin's own production of melanin.

**Melanin** The dark pigment produced naturally by the skin. Melanin levels vary from client to client, so you'll come across a huge range of skin tones.

**Skin patch test** This is where a small amount of product is applied to the skin and left on for 24 hours, usually behind the ear, to ensure there will be no adverse reaction.

**Vitiligo** A hypo-pigmentation disorder resulting in areas of very pale skin, with little or no pigment present.





## Observation sign-off sheet

### Unit B25 Provide self tanning services

#### What you must do

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Within your work, you must show your assessor that you can do the following. Your assessor will observe your performance on at least **three** separate occasions each on a **different client**. Your assessor will want to see you provide a **spray tan** and a **manually applied self tan**.

Each time you achieve **all** the points listed below within a single client service, your assessor will tick the circle and enter the date.

#### Outcome 1

##### Maintain safe and effective methods of working when providing self tanning treatments

- a Set up the treatment and **equipment** area to meet organisation procedures and manufacturers' instructions
- b Wear suitable personal protective **equipment**
- c Ensure the client is provided with suitable personal protective **equipment**
- d Make sure that environmental conditions are suitable for the client and the treatment
- e Ensure your personal hygiene, protection and appearance meets accepted industry and organisational requirements
- f Effectively disinfect your hands prior to treatment
- g Ensure all tools and **equipment** are cleaned using the correct methods
- h Position **equipment** and **products** for safety and ease of use



Image courtesy of Su-do Professional – The Art of the Sunless Tan

- i Maintain accepted industry hygiene and safety practices throughout the treatment
- j Maintain the client's modesty, privacy and comfort at all times
- k Check the client's wellbeing at regular intervals throughout the treatment
- l Dispose of waste materials safely and correctly
- m Ensure the treatment is cost-effective and is carried out within a commercially viable time
- n Ensure client record cards are up-to-date, accurate, complete, legible and signed by the client and practitioner
- o Leave the treatment area and **equipment** clean and in a condition suitable for future treatments



Observation	1	2	3		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date					
Candidate signature					
Assessor signature					
IQA signature (if sampled)					
EQA signature (if sampled)					

*Continues on next page*

Image courtesy of Su-Do



*Professional spray tanning equipment - prepared and ready for use.*

“ Advise your client to exfoliate and moisturise skin for at least a week before tanning – the tan will last a lot longer. Lisa Fulton ”



# Observation sign-off sheet

## Unit B25 Provide self tanning services

### What you must do (continued)

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#### Hints and tips

*If the tan has developed well on one area of the body, but not on others, it may be due to application technique, preparation of the area, client's homecare, or the characteristics of that area. It is important to determine the cause if the client is to be kept happy and return.*

#### Outcome 2

##### Consult, plan and prepare for treatments with clients

- a Use **consultation techniques** in a polite and friendly manner to determine the client's treatment needs
- b Ensure that informed and signed parent or guardian consent is obtained for minors prior to any treatment \*
- c Ensure that a parent or guardian is present throughout the self tanning treatment for minors under the age of 16 \*\*
- d Clearly explain to the client what the treatment entails, its potential benefits and any restrictions to use in a way they can understand
- e Accurately carry out a skin sensitivity test to determine skin sensitivity and colour preference, when necessary
- f Ask your client appropriate questions to identify if they have any contra-indications to self tanning treatments

*Continues on next page*



Image courtesy of naturasun



- g Accurately record your client's responses to questioning

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- h Take the **necessary action** in response to any identified contra-indications \*\*\*

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- i Recommend alternative tanning treatments which are suitable for the client's skin type and needs, when necessary

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- j Clearly explain and agree the projected cost, duration and frequency of treatment needed

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- k Agree in writing the client's needs, expectations and treatment outcomes, ensuring they are realistic and achievable

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- l Ensure that the client's skin is clean and prepared to suit the type of **product** to be used

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- m Select suitable **equipment** and **products** for the treatment

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Observation	1	2	3		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date					
Candidate signature					
Assessor signature					
IQA signature (if sampled)					
EQA signature (if sampled)					

- \* Covered by observation  Date

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- Covered by oral questioning  Date

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- \*\* Covered by observation  Date

---

- Covered by oral questioning  Date

---

- \*\*\* Covered by observation  Date

---

- Covered by oral questioning  Date

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# Observation sign-off sheet

## Unit B25 Provide self tanning services

### What you must do (continued)

**Timing tip**

*The maximum commercially viable service time for a spray tan is 30 mins, and for a manual self tan 60 mins. This does not include consultation and preparation time.*



### Outcome 3

#### Apply self tan products

- a Ensure that exfoliation is carried out prior to the treatment according to manufacturer's instructions
- b Ensure that exfoliation leaves the skin smooth and free from dry, flaky skin
- c Effectively apply moisturisers and barrier creams following manufacturer's instructions to prevent over-development of tanning **products**
- d Correctly test the pressure and operation of the spray gun prior to use
- e Use **equipment** and **products** to meet client requirements and following manufacturer's instructions
- f Use spray tanning techniques in a controlled way and at a correct distance from the body to achieve the desired effect
- g Apply **products** evenly in the correct sequence to achieve the desired effect
- h Use techniques that minimise the risk of **products** being spread outside the treatment area and surrounding environment
- i Effectively correct any problems occurring during the application process
- j Ensure that the finished result is to the client's satisfaction

Image courtesy of Xen-Tan

Observation	1	2	3		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date					
Candidate signature					
Assessor signature					
IQA signature (if sampled)					
EQA signature (if sampled)					

*Continues on next page*

## Outcome 4

### Provide aftercare advice

- Give **advice** and recommendations accurately and constructively
- Give your clients suitable **advice** specific to their individual needs



Observation	1	2	3		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date					
Candidate signature					
Assessor signature					
IQA signature (if sampled)					
EQA signature (if sampled)					

“

*After the treatment is complete, do a quick check over your client to ensure there are no missed areas. Ask your client to remove their hair cap, and check that there's no white ring around the hairline.*

Natalie Roche

”







# Observation sign-off sheet

## Unit B25 Provide self tanning services

### What you must cover (continued)

**Before ticking the circles below, you must make sure that you have achieved what you must cover in **all** the outcomes in which it occurs.**

#### Equipment

Tick the types of equipment used in each observation.

You must use **all** types of equipment.

Spray gun

Compressor

Buffing mitt

	1	2	3		
Spray gun	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compressor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Buffing mitt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### Consultation techniques

Tick the consultation techniques used in each observation.

You must use **all** of the consultation techniques.

Questioning

Visual

Reference to client records

	1	2	3		
Questioning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Visual	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reference to client records	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### Products

Tick the products used for each observation. You must use at least **four** of them, but you must prove to your assessor that you have the necessary knowledge, understanding and skills to be able to use the other **two**.

Tanning creams

Tanning gels

Spray tan liquid

Barrier cream

Exfoliators

Moisturisers

	1	2	3		
Tanning creams	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tanning gels	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Spray tan liquid	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Barrier cream	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exfoliators	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Moisturisers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### Hints and tips

*Always wear disposable gloves to prevent staining your hands.*



**Necessary actions**

Tick the necessary actions dealt with for each observation.

You must deal with at least **one** of the necessary actions, but you must prove to your assessor that you are able to deal with the other **two**.

	1	2	3		
Encouraging the client to seek medical advice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Explaining why the treatment cannot be carried out	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Modification of treatment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Advice**

Tick the advice provided in each observation. You must provide **all** of the advice.

	1	2	3		
Suitable aftercare products and their use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Contra-actions that may occur post-treatment and how to deal with them	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Post-treatment restrictions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recommended further follow-on treatments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Observation**

Achieved

Date

Candidate signature

Assessor signature

IQA signature  
(if sampled)

EQA signature  
(if sampled)

	1	2	3		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date					
Candidate signature					
Assessor signature					
IQA signature (if sampled)					
EQA signature (if sampled)					



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# Comment form

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This form can be used to record oral questioning, or for assessor/candidate comments, if required.

<b>Comments</b>	<b>Date</b>
1	
2	
3	



# Knowledge sign-off sheet

## Unit B25 Provide self tanning services

### What you must know



You need to understand:	Evidence type
<b>Organisational and legal requirements</b>	
1 your responsibilities under current health & safety legislation, standards and guidance eg the Health & Safety at Work Act (and any other relevant legislation)	E3
2 the importance of not discriminating against clients with illnesses and disabilities and why (eg Disability Discrimination Act)	E3
3 the age at which an individual is classed as a minor and how this differs nationally	E3
4 why it is important, when treating minors under 16 years of age, to have a parent or guardian present	E3
5 why minors should not be given treatments without informed and signed parental or guardian consent	E3
6 the legal significance of gaining signed, informed client consent to treatment	E3
7 manufacturer's and organisational requirements for waste disposal	E3
8 the importance of the correct storage of client records in relation to the Data Protection Act	E3
9 how to complete the client records used in your organisation and the importance of, and reasons for, keeping records of treatments and gaining client signatures	E3
10 your responsibilities, and reasons for, maintaining your own personal hygiene, protection and appearance according to accepted industry and organisation requirements	E3
11 your organisation's service time charges for self tanning treatments and why it is important to complete the service in the given time	E3

You will be assessed on your knowledge and understanding of **all** the following points. This will be completed by your assessor through oral or written questions (evidence type E3) or a mandatory written paper (E4). Either of these could be an online test. The form tells you which evidence type is needed for each point.

Some areas appear in more than one unit (shaded in darker blue). These are covered in a cross-unit knowledge test. You only need to be tested on these once.

Once you have been assessed on each point, you can fill in the date and reference any written evidence that you've put in your portfolio.

*Continues on next page*



# Knowledge sign-off sheet

## Unit B25 Provide self tanning services

### What you must know (continued)

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You need to understand:	Evidence type
12 your organisation's and manufacturers' requirements for treatment area, equipment maintenance and equipment cleaning regimes	E3
<b>How to work safely and effectively when providing self tanning treatments</b>	
13 how to set up the work area and equipment for self tanning treatments	E3
14 the necessary environmental conditions for self tanning treatments (including lighting, heating, ventilation, extraction and general comfort) and why these are important	E3
15 the type of personal protective equipment that should be worn by the therapist and the client for self tanning treatments and why (eg powder-free nitrile gloves or powder-free vinyl gloves)	E3
16 the importance and reasons for disinfecting hands and how to do this effectively	E3
17 methods of disinfecting and sterilising equipment	E3
18 how to prepare and position the client for self tanning treatments	E3
19 how to avoid potential discomfort and injury to yourself during this work	E3
20 reasons for maintaining client modesty, privacy and comfort during the treatment	E3
21 how to minimise and dispose of waste from treatments, including hazardous waste	E3
22 why it is important to maintain standards of hygiene and the principles of avoiding cross-infection	E3
23 why it is important to check the client's wellbeing at regular intervals	E3

*Continues on next page*



Image courtesy of Decléor

You need to understand:	Evidence type
<b>Client consultation</b>	
24 how to use effective consultation techniques when communicating with clients from different cultural and religious backgrounds, age, disabilities and gender for this treatment	E3
25 the importance of questioning clients to establish any contra-indications to self tanning treatments	E3
26 why it is important to record client responses to questioning	E3
27 the legal significance of client questioning and recording the client's responses	E3
28 how to give effective advice and recommendations to clients	E3
29 why it is important to encourage and allow time for clients to ask questions	E3
30 the reasons why it is important to encourage clients with contra-indications to seek medical advice	E3
31 the importance of, and reasons for, not naming specific contra-indications when encouraging clients to seek medical advice	E3
32 the types of alternative tanning treatments which could be recommended in the event of contra-indications	E3
<b>Contra-indications and contra-actions</b>	
33 those contra-indications which will prevent treatment and why (eg severe asthma for spray tanning, contagious skin conditions etc)	E4
34 those contra-indications which restrict treatment and why (eg insulin dependent diabetes, pigmentation disorders, sunburn, psoriasis, eczema, cuts and abrasions etc)	E4
35 the contra-actions that can occur during or as a result of self tanning and why (eg skin irritation, swelling, burning, itching, watery eyes, coughing, fainting etc)	E4

*Continues on next page*



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Image courtesy of Guinot







# Knowledge sign-off sheet

## Unit B25 Provide self tanning services

### What you must know (continued)

You need to understand:	Evidence type
<b>Equipment and products</b>	
36 the types of self tanning products available and their advantages and disadvantages	E3
37 how to match product selection and use to skin type and client preference	E3
38 how to clean, maintain and reassemble spray tanning equipment and associated accessories	E3
39 the types of problems that can occur with spray tanning equipment and how to correct them	E3
40 the meaning of psi (ie pounds per square inch)	E3
41 the potential risks associated with the use of pressurised spray tanning equipment	E4
42 the importance of using equipment with a pressure gauge	E3
43 the types of products available for spray tanning and their features and how and when to use them	E3
<b>Tanning treatments</b>	
44 the structure of the skin	E3
45 why it is important to protect the hair and eyes during these treatments	E3
46 the importance of pre and post treatment advice	E4
47 the ingredients of tanning products, exfoliators and moisturisers	E4
48 the importance of carrying out a skin sensitivity test prior to self tanning	E3
49 the effects of self tanning products on the skin	E3
50 pigmentation disorders and how they may affect the self tan (hypo- and hyper-pigmentation)	E4

*Continues on next page*

You need to understand:	Evidence type
51 the use and effects of tanning enhancers	E4
52 how and when to use tanning correctors	E3
<b>Aftercare advice for clients</b>	
53 products for home use that will benefit the client and those to avoid and why	E3
54 the contra-actions that could occur after self tanning and what advice to give to clients	E3
55 the post treatment restrictions applicable to self tanning	E3
56 suitable types of follow-on treatments, their benefits and costs	E3
Tick if E3 was an online test	<input type="radio"/> Date
Tick if E4 was an online test	<input type="radio"/> Date
Tick if cross-unit knowledge was an online test	<input type="radio"/> Date
Tick if E3 was an oral/written test	<input type="radio"/> Date
Tick if E4 was a written test	<input type="radio"/> Date
Tick if cross-unit knowledge was an oral/written test	<input type="radio"/> Date



Image courtesy of Germaine de Capuccini (right)

Image courtesy of iStockphoto.com/Silvia Boratti (left)



*Fake tan will not protect against the sun's damaging rays ...*



*... so remember to advise use of an SPF.*

