# Level 2 Technical Award in Hair and Beauty Studies

# (3038-21-001)

**Synoptic Assignment 2019 – v1.0**

# General guidance for candidates

## General guidance

This is a formal assessment that you will be marked and graded on. You will be marked on the quality and accuracy of your practical performance and the written work you produce. It is therefore important that you carry your work out to the highest standard you can. How well you know and understand the subject, and how you have used your knowledge and skills together to complete the tasks must be clear to the marker. This means you will have to explain your thinking and the reasons behind the way you have carried out the tasks, as well as how/why you have made your decisions within your written work e.g. as part of your planning, reflections, or evaluations.

## Plagiarism

This is an assessment of your abilities, so the work must be all your own work and has to be carried out under the conditions stated. You will be asked to sign a declaration that you have not had any help with the assessment.

Your tutor is allowed to give you some help understanding the assignment instructions if necessary, but they will record any other guidance you need and this will be taken into account during marking.

Plagiarism is the failure to acknowledge sources properly and/or the submission of another person's work as if it were your own. Plagiarism is not allowed in this assignment.

Where research is allowed, your tutor must be able to identify which work you have done yourself, and what you have found from other sources. It is therefore important to make sure you acknowledge all sources and clearly reference any information taken from them.

## Timings and planning

Where you have to plan your time, you should take care to make sure you have divided the time available between tasks appropriately. In some assignments, there are specified timings which cannot be changed and which need to be taken into account. You should check your plan is appropriate with your tutor.

If you have a good reason for needing more time, you will need to explain the reasons to your tutor and agree a new deadline date. Changes to dates will be at the discretion of the tutor, and they may not mark work that is handed in after the agreed deadlines.

## Health and Safety

You must always work safely, in particular while you are carrying out practical tasks.

You must always follow any relevant Health and Safety regulations and codes of practice.

If your tutor sees you working in a way that is unsafe for yourself or others, they will ask you to stop immediately, and tell you why. Your tutor will not be able to continue the assessment until they are sure you are ready for assessment and can work safely.

## Presentation of work

Presentation of work must be neat, legible and appropriate to the task.

You should make sure that each piece of evidence including any forms are clearly labelled with your name and the assignment reference.

All electronic files must be given a clear file name that allows your tutor to identify it as your work.

Written work e.g. reports, may be word processed or hand written unless stated otherwise.

All sketches and drawings should be neat and tidy, to scale and annotated.

Calculations should be set out clearly, with all working shown, as well as any assumptions made. You should use appropriate units at all times, and answers must be expressed to a degree of accuracy, consistent with the requirements of the task.

PAST ASSIGNMENT (2019) – DO NOT USE FOR LIVE ASSESSMENT

# Assignment Brief

Copyright: **https://www.pinterest.co.uk/pin/851321135783913089/ https://www.dmarge.com/2016/03/iconic-mens-hairstyles-history-1920-1969.html**

Your school's History Department is teaming up with local businesses to celebrate VE Day. This event, celebrated in May, marks the end of the Second World War in 1945 and the Hair and Beauty department have been asked to contribute by creating designs to promote this event.

You are required to carry out research into male and female hair and beauty looks of the 1940s. Your research should cover how the working methods, products and equipment used in those times have changed compared to today.

This research will be used to help you to produce a 1940s themed hair and beauty look. The images you produce will be used in a window display.

# Tasks

## Task 1

Produce a research project which contains the following information:
- How male and female **hair styles** of the 1940s compare to the looks of today
- How **make-up** looks of the 1940s compare to the looks of today
- How **developments in technology** have changed hair and beauty practices since the 1940s
- How the **range and use** of hair and beauty **products and ingredients** have changed since the 1940s.

You must also produce a bibliography referencing where your ideas, theories, quotes and facts have been sourced and any material you have used must not be copied directly but be reworded to show your own level of understanding.

This project will prepare you for Task 2 and 3. It must show a logical order and demonstrate your ability to use suitable sources of information. It must contain enough information to show your understanding of the task and not solely be images.

### Conditions of assessment
- You may bring your research notes, class notes and text books in to the assessment.
- You may **not** have access to the internet during the assessment.
- You must carry the task out on your own, under supervised conditions.

### What the candidate must present for marking:
- A project, including annotated images that support your information.
- Bibliography.

## Task 2

You must create a 1940s themed hair and beauty look. The images will showcase your technical hair styling, make up and manicure skills. The images you produce in this task are expected to be used in Task 3.

You must also produce a written account using the Record of Practical Work form provided in Appendix 1 which includes the following information:
- Factors that were considered before creating the look
- the function of products you used
- the equipment you used and how these helped you create the look
- an explanation of the techniques you used
- relevant health and safety considerations

### Conditions of assessment:
- You must carry the task out on your own under supervised conditions.
- Your tutor will observe your performance and take notes.

*What you must produce for marking:*
- Your written account of the practical activity
- a total of **four** photos that cover:
  - one before photo of the hair style
  - one after photo of the hair style
  - one photo of the finished make-up
  - one photo of the finished nails.

*Additional evidence of your performance that must be captured for marking:*
- Your tutor's notes (on the Practical Observation Form) of your working practice and the standard and accuracy of your work; this should include any responses to questions you have been asked during the practical activity.

## Task 3

You are required to plan, produce and evaluate designs for a window display for local business to advertise the 1940s VE Day event. It is expected that you use the hair and beauty images you produced in Task 2.

You must **produce a plan** which includes:
- the purpose of the window display
- resources required
- target audience
- benefits to the business of using window displays for promoting the event

You must **produce designs to be used in a window display**:
- The window display can include a range of resources such as: artefacts, posters, slides, sketches, diagrams, and mood boards.

You must **produce an evaluation of the window display** which includes:
- your own opinion based on feedback from others
- suggested improvements to the window display.

*Conditions of assessment:*
You must carry the task out on your own, under supervised conditions.

*What you must produce for marking:*
- Written plan
- Design image/s for use on the window display
- Evaluation document.

# Task instructions for centres

## Resources

Candidates must have access to a suitable range of resources to carry out the tasks and, where appropriate, they should have the opportunity to choose materials demonstrating the ability to select from a range of appropriate materials.

## Time

Candidates should only be given the **assignment brief four weeks** before the tasks to allow adequate time for research. Candidates are required to plan their work and have their plans confirmed for appropriateness in relation to the time allocated for each task.

**Tasks 1, 2 and 3 should only be released at the start of the assessment.**

The following timings are provided to support centre planning.
The time allocated for the completion of the tasks and production of evidence for this assessment is **thirteen** hours. Although not mandatory, the time can be broken down as follows:

- Task 1: up to 6 hours.
- Task 2: up to 3 hours
- Task 3: up to 4 hours.

## Taking and uploading photographic evidence

Tutors should ensure that any supporting evidence, including photographs, can be easily matched to the correct candidate. Photographic evidence should be clear, well-lit and show the **areas of particular interest** in **sufficient detail** and **clarity** for assessment.

Each photo should be clearly referenced/labelled against the service/treatment that has been carried out.

## Models

Candidates are responsible for sourcing their own models. The models can be known to the candidate and they can be peers, friends or relatives. Mannequin heads may be used for hairstyling if necessary, however, make-up / nails must be completed on a model. Candidates may have previously worked on the models prior to the assessment and industry expectations such as commercially viable timings for services are not expected to be met.

### Task specific guidance

Task 1, 2 and 3 should be carried out in order; Task 1 must be completed before Task 2 and 3.

### Task 1

Candidates may take research notes, class notes and text books into the assessment. These notes should be checked by tutors in advance of the assessment taking place to confirm suitability of content. Candidates may use a computer during this assessment, but must not have access to any other materials including the internet during the assessment.

### Task 2

Candidates must use Appendix 1 as part of this assessment. It has been designed specifically for this assessment and written in a way so as to provide candidates with opportunities to show their breadth of knowledge and depth of understanding, which will enable tutors to differentiate between candidates. Centres may re-format the form but must ensure the content is the same and does not include additional prompts, detail or structure to guide candidates' responses. Centre devised consultation sheets are not allowed to be used.

### Task 3

Task 1, 2 and 3 are linked; It is expected that candidates use the image produced in Task 2 as part of their window display for Task 3. Candidates can also use other supporting images and information for the window display.

It is not necessary to place the design into a real business window display, or take a picture of the design in a business window display. The designs for the window must be presented in a format that shows how the resources and image produced in Task 2 have been brought together to fit the display.

The window display can include a range of resources such as: artefacts, posters, slides, sketches, diagrams, and mood boards, however, the evidence produced must be easily converted to a suitable format for digital marking and moderation. If a full window display is created, a photo should be submitted and details, such as wording, must be clear and legible.

Feedback for the evaluation can be gained from a range of sources including, peers and tutors.

# Centre guidance

Guidance provided in this document supports the administration of this assignment. The following documents, available on the City & Guilds website, provide essential generic guidance for centres delivering Technical qualifications and **must** be referred to alongside this guidance:

- *Technical qualifications – marking*

- *Technical qualifications – moderation* (updated annually)

- *Technical qualifications – teaching, learning and assessment*

This synoptic assessment is designed to require the candidate to make use of their knowledge, understanding and skills they have built up over the course of their learning to tackle problems/tasks/challenges.

This approach to assessment emphasises to candidates the importance and applicability of the full range of their learning to practice in their industry area, and supports them in learning to take responsibility for transferring their knowledge, understanding and skills to the practical situation, fostering independence, autonomy and confidence.

Candidates are provided with an assignment brief. They then have to draw on their knowledge and skills and independently select the correct processes, skills, materials, and approaches to take to provide the evidence specified by the brief.

During the learning programme, it is expected that tutors will have taken the opportunity to set shorter, formative tasks that allow candidates to be supported to independently use the learning they have so far covered, drawing this together in a similar way, so they are familiar with the format, conditions and expectations of the synoptic assessment.

Candidates should be made aware during learning what the Assessment Objectives are and how they are implemented in marking the assignment, so they will understand the level of performance that will achieve them high marks.

Candidates should not be entered for the assessment until the end of the course of learning for the qualification so they are in a position to complete the assignment successfully.

*Health and safety*

Candidates should not be entered for assessment without being clear of the importance of working safely, and practice of doing so. The tutor must immediately stop an assessment if a candidate works unsafely. At the discretion of the tutor, depending on the severity of the incident, the candidate may be given a warning. If they continue to work unsafely however, their assessment must be ended and they must retake the assessment at a later date.

*Compliance with timings*

The timings provided are estimates to support centre planning. They refer to assessment time, not any additional setting up the centre needs to carry out to create an appropriate assessment environment.

It is the centre's responsibility to plan sufficient assessment sessions, under the appropriate conditions, within the assignment window, to allow candidates reasonable time to complete the assessment tasks.

Where candidates are required to plan their work they should have their plans confirmed for appropriateness in relation to the time allocated for each task.

Candidates should be allowed sufficient time to fully demonstrate the range of their skills, however this also needs to be reasonable and practicable. Candidates should be allowed to overrun their planned timings or professional service times (where they exist) in order for evidence of a range of their skills to be captured. If however, the time required exceeds reasonably set assessment periods, or the tolerance suggested for professional service times, the centre may stop the assessment and base the marking on the evidence up to that point, including the tutor's notes of how far over time the task has taken.

*Observation evidence*

Where the tutor is required to carry out observation of performance, detailed, descriptive notes must be recorded on the practical observation (PO) form provided. The centre has the flexibility to adapt the form, to suit local requirements (e.g. to use tablet, hand-written formats, or to ease local administration) as long as this does not change or restrict the type of evidence collected.

The number of candidates a tutor will be able to observe at one time will vary depending on:

- the complexity of evidence collection for the task

- local conditions e.g. layout of the assessment environment,

- amount of additional support available (e.g. to capture image/ video evidence), staggered starts etc,

- whether there are any peak times where there is a lot of evidence to collect that will need additional support or any that are quieter.

It is advisable to trial the planned arrangements where possible during formative assessment, reviewing the quality of evidence captured and manageability. It is expected that for straight forward observations, (and unless otherwise specified) no more than eight candidates will be observed by a single tutor at one time, and the number will usually be fewer than this maximum. The key factor to consider is the logistics of collecting sufficient evidence.

As far as possible, candidates should not be distracted, or their performance affected by the process of observation and evidence collection.

Observation notes form part of the candidate's evidence and must describe **how well** the activity has been carried out, rather than stating the steps/ actions the candidate has taken. The notes must be very descriptive and focus on the **quality** of the performance in such a way that comparisons between performances can be made. They must provide sufficient, appropriate evidence that can be used by the marker (and moderator) to mark the performance using the marking grid.

Identifying **what it is** about the performances that is **different** between candidates can clarify the qualities that are important to record. Each candidate is likely to carry out the same steps, so a checklist of this information would not help differentiate between them. However qualitative comments on **how well** they do it, and quantitative records of accuracy and tolerances would.

The tutor should refer to the marking grid to ensure appropriate aspects of performance are recorded. These notes will be used for marking and moderation purposes and so must be **detailed, accurate** and **differentiating**.

Tutors should ensure that any required additional supporting evidence including e.g. photographs or video can be easily matched to the correct candidate, are clear, well-lit and showing the **areas of particular interest** in **sufficient detail** and **clarity** for assessment (i.e. taken at appropriate points in production, showing accuracy of measurements where appropriate).

If candidates are required to work as a team, each candidate's contribution must be noted separately. The tutor may intervene if any individual candidate's contribution is unclear or to ensure fair access (see below).

The *Technical qualifications guides on marking and moderation* are essential guidance documents and are available on the City & Guilds website. These provide further information on preparing for assessment, evidence gathering, standardisation, marking and moderation, and must be referred to when planning and carrying out assessment.

**Minimum evidence requirements for marking and moderation**

The sections in the assignment:

- *What you must produce for marking*, and
- *Additional evidence of your performance that must be captured for marking*

list the minimum requirements of evidence to be submitted for marking and the moderation sample.

Evidence produced during assessment above and beyond this may be submitted, as long as it provides useful information for marking and moderation and has been produced under appropriate conditions.

While technological methods which support the capturing or creating of evidence can be helpful, e.g. pin board style websites for creating mood boards, the final evidence must be converted to a suitable format for marking and moderation which cannot be lost/ deleted or amended after the end of the assessment period (e.g. screen prints, pdf files). Considerations around tracking authenticity and potential loss of material hosted on such platforms during assessment is the centre's responsibility.

Where candidates have carried out some work as a group, the contribution of each candidate must be clear. It is not appropriate to submit identical information for each candidate without some way for the marker and moderator to mark the candidates individually.

*Note: Combining candidates' individual pieces of evidence into single files or zip files may make evidence management during internal marking more efficient and will greatly simplify the uploading of the moderation sample.*

Where the minimum requirements have **not been submitted** for the moderation sample by the final moderation deadline, or the **quality of evidence is insufficient** to make a judgement, the moderation, and therefore any subsequent adjustment, will be based on the evidence that *has* been submitted. **Where this is insufficient to provide a mark on moderation, a mark of zero may be given.**

### Preparation of candidates

Candidates should be aware of which aspects of their performance (across the AOs) will give them good marks in assessment. This is best carried out through routinely pointing out good or poor performance during the learning period, and through formative assessment.

During the learning programme, direct tutor instruction in how to tackle practical tasks through modelling, support, guidance and feedback are critical. However gradual removal of this support is necessary in preparation for summative assessment. This, supported approach is **not** valid for summative assessment.

The purpose of summative assessment is to confirm the standard the candidate has reached as a result of participating in the learning process. Candidates should be encouraged to do the best they can and be made aware of the difference between these summative assessments and any formative assessments they have been subject to. Candidates may not have access to the full marking grids, as these may be misinterpreted as pass, merit distinction descriptors. Refer to the *Technical qualifications – teaching, learning and assessment* centre guidance document, available on the City & Guilds website for further information on preparing candidates for Technical qualification assessment.

### Guidance on assessment conditions

The assessment conditions that are in place for this synoptic assignment are to:

- ensure the rigour of the assessment process
- provide fairness for candidates
- give confidence in the outcome.

They can be thought of as the rules that ensure that all candidates who take an assessment are being treated fairly, equally and in a manner that ensures their result reflects their true ability.

The conditions outlined below relate to this summative synoptic assignment. These do not affect any formative assessment work that takes place, although it is advised that candidates are prepared for the conditions they will need to work under during summative assessment.

The evidence for the tasks that make up this synoptic assignment must be completed under the specified conditions. This is to ensure authenticity and prevent malpractice as well as to assess and record candidate performance for assessment in the practical tasks. Any aspect that may be undertaken in unsupervised conditions is specified. It is the centre's responsibility to ensure that local administration and oversight gives the tutor sufficient confidence to be able to confirm the authenticity of the candidate's work.

### Security and authentication of candidate work

Candidate evidence must be kept secure to prevent unsupervised access by the candidate or others. Where evidence is produced over a number of sessions, the tutor must ensure learners and others cannot access the evidence without supervision. This might include storing written work or artefacts in locked cupboards and collecting memory sticks of evidence produced electronically at the end of each session.

Candidates are required to sign declarations of authenticity, as is the tutor. The relevant form is included in this assignment pack and must be signed after the production of all evidence.

**Where the candidate or tutor is unable to, or does not confirm authenticity through signing the declaration form, the work will not be accepted at moderation and a mark of zero will be given. If any question of authenticity arises e.g. at moderation, the centre may be contacted for justification of authentication.**

*Accessibility and fairness*

Where a candidate has special requirements, tutors should refer to the *Access arrangements and reasonable adjustments* section of the City & Guilds website.

Tutors can support access where necessary by providing clarification to **any** candidate on the requirements or timings of any aspect of this synoptic assignment. Tutors should **not** provide more guidance than the candidate needs as this may impact on the candidate's grade, see the guidance and feedback section below.

All candidates must be provided with an environment, time frame and resources that allows them reasonable access to the full range of marks available.

Where candidates have worked in groups to complete one or more tasks for this synoptic assessment, the tutor must ensure that no candidate is disadvantaged as a result of the performance of any other team member. If a team member is distracting or preventing another team member from fully demonstrating their skills or knowledge, the tutor must intervene.

*Guidance and feedback*

To support centre file management, tutors may specify a suitable file format and referencing format for evidence (unless otherwise specified e.g. if file naming is an assessment point for the assignment). Guidance must only support access to the assignment and must not provide feedback for improvement. The level and frequency of clarification & guidance must be

- recorded fully on the candidate record form (CRF)

- taken into account along with the candidate's final evidence during marking

- made available for moderation.

Tutors **must not** provide feedback on the quality of the performance or how the quality of evidence can be improved. This would be classed as malpractice.

Tutors **should** however provide general reminders to candidates throughout the assessment period to check their work thoroughly before submitting it, and to be sure that they are happy with their final evidence as it may not be worked on further after submission.

Candidates can rework any evidence that has been produced for this synoptic assignment during the time allowed. However, this must be as a result of their own review and identification of weaknesses and not as a result of tutor feedback. Once the evidence has been submitted for assessment, no further amendments to evidence can be made.

Tutors **should** check and be aware of the candidates' plans and designs to ensure management of time and resources is appropriate, and so any allowed intervention can take place at an appropriate time.

Tutors **should** ensure that candidates' plans for completion of the tasks distribute the time available appropriately and may guide candidates on where they should be up to at any point in a general way. Any excessive time taken for any task should be recorded and should be taken into account during marking if appropriate.

It is up to the marker to decide if the guidance the candidate has required suggests they are lacking in any AO, the severity of the issue, and how to award marks on the basis of this full range of evidence. The marker must record where and how guidance has had an impact on the marks given, so this is available should queries arise at moderation or appeal.

### *What is, and is not, an appropriate level of guidance*

- A tutor **should intervene with caution** if a candidate has taken a course of action that will result in them not being able to submit the full range of evidence for assessment. However, this should **only** take place once the tutor has prompted the candidate to check that they have covered all the requirements. Where the tutor has to be explicit as to what the issue is, this is likely to demonstrate a lack of understanding on the part of the candidate rather than a simple error, and full details should be recorded on the CRF.

- The tutor **should not** provide guidance if the candidate is thought to be able to correct the issue without it, and a prompt would suffice. In other words, only the minimum support the candidate actually needs should be given, since the more tutor guidance provided, the less of the candidate's own performance is being demonstrated and therefore the larger the impact on the marks awarded.

- A tutor **must not** provide guidance that the candidate's work is not at the required standard or how to improve their work. In this way, candidates are given the chance to identify and correct any errors on their own, providing valid evidence of knowledge and skills that will be credited during marking.

- The tutor **must not** produce any templates, pro-formas, work logs etc unless instructed to in the assignment guidance. Where instructed to do so, these materials must be produced as specified and contain no additional guidance. Templates provided as part of the assignment should be used as provided, and not adapted.

**All** specific prompts and details of the nature of any further guidance must be recorded on the relevant form and reviewed during marking and moderation.

### *Guidance on marking*

Please refer to the ***Technical qualifications - marking, and - moderation*** centre guidance documents for further information on gathering evidence suitable for marking and moderation, and on using the marking grid and forms.

The candidate record form (CRF) is used to record:

- Details of any guidance or the level of prompting the candidate has received during the assessment period
- Rough notes bringing together relevant evidence from across tasks during marking.
- Summary justifications when holistically coming to an overall judgement of the mark.

The practical observation form (PO) is used to record:

- Descriptive information and evidence of candidate performance during an observation. Although descriptions of the quality of performance should support decisions against the AOs, the notes should follow the flow of the observation, rather than attempting to assign evidence against the AOs at this point.

## Marking grid

For any category, 0 marks may be awarded where there is no evidence of achievement

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| 15 | **AO1 Recall of knowledge relating to the qualification LOs**<br><br>• Does the candidate seem to have the full breadth and depth of taught knowledge across the qualification to hand?<br>• How accurate is their knowledge? Are there any gaps or misunderstandings evident?<br>• How confident and secure does their knowledge seem? | **(0-3 marks)**<br>**Recall shows some weaknesses in breadth and/or accuracy.**<br>Hesitant, gaps, inaccuracy | **(4-6 marks)**<br>**Recall is generally accurate and shows reasonable breadth. Inaccuracy and misunderstandings are infrequent and usually minor.**<br>Sound, minimal gaps | **(7-9 marks)**<br>**Consistently strong evidence of accurate and confident recall from the breadth of knowledge.**<br>Accurate, confident, complete, fluent, slick |
| | | ***Examples of types of knowledge expected:*** Facts about hair and beauty in the era; selection of appropriate products, equipment and techniques; product ingredients; health and safety considerations, use of imagery. | | |
| | | Across all of the opportunities for showing knowledge, the candidate used a narrow range.<br><br>Knowledge was accurate but superficial. | Breadth of knowledge covered a good range of the taught content.<br><br>Knowledge was accurate and areas of depth were good | The candidate showed consistent depth and breadth of knowledge from the taught content.<br><br>All of the knowledge was strong, accurate and relevant to the tasks. |

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| 20 | **AO2 Understanding of concepts theories and processes relating to the LOs**<br>• Does the candidate make connections and show causal links and explain why?<br>• How well theories and concepts are applied to new situations/the assignment?<br>• How well chosen are exemplars – how well do they illustrate the concept? | **(0-4 marks)**<br>**Some evidence of being able to give explanations of concepts and theories. Explanations appear to be recalled, simplistic or incomplete.**<br>Misunderstanding, illogical connections, guessing, | **(5-8 marks)**<br>**Explanations are logical. Showing comprehension and generally free from misunderstanding, but may lack depth or connections are incompletely explored.**<br>Logical, slightly disjointed, plausible, | **(9-12 marks)**<br>**Consistently strong evidence of clear causal links in explanations generated by the candidate. Candidate uses concepts and theories confidently in explaining decisions taken and application to new situations.**<br>Logical reasoning, thoughtful decisions, causal links, justified |
| | | *Examples of understanding expected:* Comparison of hair and beauty between different eras, justification for cosmetics used against brief, importance of using imagery in business, how design ideas are presented to different audiences, how trades and businesses are linked, technological advancements and understanding how they have shaped today's hair and beauty sector, the impact of changes to the economy. | | |
| | | The candidate used a limited range of examples to demonstrate their understanding<br><br>Links and explanations were limited and lacked coherence<br><br>Conclusions and evaluations were limited and lacked coherence to the task | The candidate used relevant examples to demonstrate their understanding<br><br>Links and explanations were detailed, logical and showed good depth of understanding covering a range of breadth from the taught content<br><br>Conclusions and evaluations were good and showed coherence to the task | The candidate used a wide range of examples to demonstrate their understanding<br><br>Links and explanations were articulate, coherent and showed excellent depth and breadth of understanding covering a wide range from the taught content<br>Conclusions and evaluations were detailed and based on a broad range of the task content |

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| 20 | **AO3 Application of practical/ technical skills**<br>• How practiced/fluid does hand eye coordination and dexterity seem?<br>• How confidently does the candidate use the breadth of practical skills open to them?<br>• How accurately/ successfully has the candidate been able to use skills/achieve practical outcomes? | **(0-4 marks)**<br>**Some evidence of familiarity with practical skills. Some awkwardness in implementation, may show frustration out of inability rather than lack of care.**<br>Unable to adapt, frustrated, flaws, out of tolerance, imperfect, clumsy. | **(5-8 marks)**<br>**Generally successful application of skills, although areas of complexity may present a challenge. Skills are not yet second nature.**<br>Somewhat successful, some inconsistencies, fairly adept/ capable. | **(9-12 marks)**<br>**Consistently high levels of skill and/or dexterity, showing ability to successfully make adjustments to practice; able to deal successfully with complexity.**<br>Dextrous, fluid, comes naturally, skilled, practiced, |
| | | *Examples of skills and creativity expected:* Interpretation of design brief. Blending of past and present hair and beauty styles. A range of basic hair and beauty technical skills used to create the design image. Compliance with health and safety: carrying out relevant hair testing, application of products, recognising effect of selected cosmetic products on hair and skin. A creative piece of work, originality of format. | | |

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| | | The candidate worked safely but with limited dexterity<br><br>The candidate adhered to the plan and used a narrow range of practical skills<br><br>The candidate showed limited confidence when using their practical skills<br><br>The candidate responded to the tasks using conventional or unimaginative routes | The candidate worked safely using mostly well executed techniques and dexterity was good<br><br>The candidate adhered to the plan and used a good range of practical skills<br><br>The candidate showed confidence when using their practical skills<br><br>The candidate responded well to the tasks and showed creativity when producing evidence | The candidate worked safely showing excellent dexterity and flair<br><br>The candidate adhered to the plan (or necessary adjustments were well handled) and used a wide range of practical skills.<br><br>The candidate showed confidence when using their practical skills and the outcome was good<br><br>The candidate responded in an original way to the tasks, showing creativity and innovation when producing evidence<br><br>The candidate used a wide range of materials to achieve a novel result |

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| 30 | **AO4** Bringing it all together - coherence of **the whole subject**<br>• Does the candidate draw from the breadth of their knowledge and skills?<br>• Does the candidate remember to reflect on theory when solving practical problems?<br>• How well can the candidate work out solutions to new contexts/ problems on their own? | **(0-6 marks)**<br>**Some evidence of consideration of theory when attempting tasks. Tends to attend to single aspects at a time without considering implication of contextual information.**<br>Some random trial and error, new situations are challenging, expects guidance, narrow. Many need prompting. | **(7-12 marks)**<br>**Shows good application of theory to practice and new context, some inconsistencies.**<br>Remembers to apply theory, somewhat successful at achieving fitness for purpose. Some consolidation of theory and practice | **(13-18marks)**<br>**Strong evidence of thorough consideration of the context and use of theory and skills to achieve fitness for purpose.**<br>Purposeful experimentation, plausible ideas, guided by theory and experience, fit for purpose, integrated, uses whole toolkit of theory and skills. |
| | | ***Examples of research and bringing it all together:*** Applying and linking knowledge and understanding to the given scenario. Researching, planning, creating, evaluating and presenting design image. Methods of communication and presentation are appropriate for given audience. Evidence of research through use of bibliography, project evidence and design plan. Interpreting data via questionnaires, teachers, peers and self-reflection to improve performance. | | |
| | | The candidate has produced a limited range of information that lacks coherence and is not clearly applied to the scenario<br>Limited research from a single source. | The candidate has produced a broad range of information that shows understanding and application of the different methods and end users and draws on the scenario to inform thinking.<br>Research from a range of sources applied with some relevance to the task. | The candidate has produced a comprehensive set of information that links to the scenario and is clearly appropriate to the target audience. There is clarity and accuracy of detail and evidence of high level thinking in the analysis and application of the work.<br>Research from a broad range of sources applied with consistent relevance to the task. |

| % | Assessment Objective | Band 1 descriptor<br>Poor to limited | Band 2 descriptor<br>Fair to good | Band 3 descriptor<br>Strong to excellent |
|---|---|---|---|---|
| 15 | **AO5 Attending to detail/ perfecting**<br>• Does the candidate routinely check on quality, finish etc and attend to imperfections/ omissions<br>• How much is accuracy a result of persistent care and attention (e.g. measure twice cut once)?<br>• Would you describe the candidate as a perfectionist and wholly engaged in the subject? | **(0-3 marks)**<br>**Easily distracted or lack of checking. Insufficiently concerned by poor result; little attempt to improve. Gives up too early; focus may be on completion rather than quality of outcome.**<br>Careless, imprecise, flawed, uncaring, unfocussed, unobservant, unmotivated. | **(4-6 marks)**<br>**Aims for satisfactory result but may not persist beyond this. Uses feedback methods but perhaps not fully or consistently.**<br>Variable/intermittent attention, reasonably conscientious, some imperfections, unremarkable. | **(7-9 marks)**<br>**Alert, focussed on task. Attentive and persistently pursuing excellence. Using feedback to identify problems for correction.**<br>Noticing, checking, persistent, perfecting, refining, accurate, focus on quality, precision, refinement, faultless, meticulous. |
| | | *Examples of attending to detail:* Application of basic hair and beauty skills. Alignment of design image against brief, quality and detail of either posters, sketches, diagrams or mood boards. Use of accurate presentation, assignment and report writing skills, layout and presentation aids. Effective communication of information, coherence of arguments, well expressed sentence structure (syntax) and grammar. | | | |

PAST ASSIGNMENT (2019)

## Appendix 1

**Task 2 – Record of Practical Activity**

| Candidate Name | | Assessment date | |
|---|---|---|---|
| | | | |

| **Details of hair styling service** |
|---|
| **Factors that were considered before creating the look** |
| **Products used and why** |
| **Techniques used and why** |
| **Tools and equipment used and why** |

**Details of make-up treatment**
**Factors that were considered before creating the look**
**Products used and why**
**Techniques used and why**
**Tools and equipment used and why**

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**Details of make-up treatment**
**Factors that were considered before creating the look**

**Details of manicure treatment**
**Factors that were considered before creating the look**
**Products used and why**
**Techniques used and why**
**Tools and equipment used and why**

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**Details of manicure treatment**
**Factors that were considered before creating the look**

**Personal protective equipment used**

**Client protective clothing used**

**Results of tests performed**

| Before hair photo | After hair photo |
|---|---|
| | |
| **After make-up photo** | **Finished manicure photo** |
| | |

PAST ASSIGNMENT (2019) – DO NOT USE FOR LIVE ASSESSMENT

Signed (Tutor): _____

Signed (Learner): _____

PAST ASSIGNMENT (2019) – DO NOT USE FOR LIVE ASSESSMENT