

**Victorian Purchasing Guide
for
SIH11 Hairdressing Training Package
Version No 1**

April 2012





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Victorian Purchasing Guide — Version History

Training Package Version	Date VPG Approved	Comments
SIH11 Hairdressing Training Package Version 1.	2 April 2012	SIH11 Version 1 represents a full review of the WRH06 Hairdressing Training Package Version 2.

SIH1 Hairdressing Training Package Victorian Purchasing Guide

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INTRODUCTION

What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

- The nominal hour range (minimum-maximum) available for each qualification.
- Nominal hours for each unit of competency within the Training Package.
- Sample Training Programs

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and statements of attainment under the Australian Quality Framework (AQF).

The VRQA is the regulatory authority for Victoria that registers VET training organisations who provide courses to domestic students only and who only offer training in Victoria.

To register to provide training to international students and in other Australian states and territories you will need to apply with ASQA.

QUALIFICATIONS

Code	Title	Qualification Nominal Hour Range	
		Minimum	Maximum
SIH20111	Certificate II in Hairdressing	330	365
SIH30111	Certificate III in Hairdressing	945	1065
SIH40111	Certificate IV in Hairdressing	390	455
SIB50210	Diploma of Salon Management	385	550
SIH70111	Vocational Graduate Certificate in Hairdressing Creative Leadership	390	480

UNITS OF COMPETENCY AND NOMINAL HOURS

RTOs are advised that there is a mapping inside the Training Package that describes the relationship between new units and superseded or replaced units from the previous version of **SIH11 Hairdressing Training Package**. Information regarding transition arrangements can be obtained from the state or national VET Regulating Authority (see Contacts and Links section).

You must be sure that all training and assessment leading to qualifications or Statements of Attainment from the **SIH11 Hairdressing Training Package** is conducted against the Training Package units of competency and complies with the requirements in the assessment guidelines.

Listing of the Units of Competency and Nominal Hours

Unit Code	Unit Title	Nominal Hours
SIHHBAS201A	Perform shampoo and basin services	40
SIHHBAS202A	Perform head neck and shoulder massage	20
SIHHCCS201A	Greet and prepare clients for salon services	10
SIHHCCS302A	Perform a full client consultation	30
SIHHCCS303A	Respond to service related and technical problems	30
SIHHCCS304A	Plan services for special events	20
SIHHCLS201A	Apply hair colour products	30
SIHHCLS302A	Colour and lighten hair	50
SIHHCLS303A	Design and perform full and partial highlighting techniques	25
SIHHCLS304A	Neutralise unwanted colours and tones	35
SIHHCLS305A	Perform on scalp full head and retouch bleach services	30
SIHHCLS406A	Solve complex colour problems	40
SIHHCLS407A	Apply creative colouring and lightening techniques to enhance hair designs	50
SIHHHCS301A	Design haircut structures	20
SIHHHCS302A	Apply one length or solid haircut structures	25
SIHHHCS303A	Apply graduated haircut structures	30
SIHHHCS304A	Apply layered haircut structures	30
SIHHHCS305A	Apply over-comb techniques	25
SIHHHCS306A	Combine structures for current haircut designs	40
SIHHHCS307A	Combine structures for traditional and classic men's haircut designs	40
SIHHHCS308A	Design and maintain beards and moustaches	10
SIHHHCS309A	Perform face and head shaves	25
SIHHHCS410A	Design and perform creative haircuts	40
SIHHHDS201A	Dry hair to shape	40
SIHHHDS202A	Apply hair braiding techniques	30
SIHHHDS303A	Design and apply short to medium-length hair design finishes	50
SIHHHDS304A	Design and apply classic long hair up styles	30
SIHHHDS305A	Select and apply hair extensions	30
SIHHHDS406A	Design and apply creative long hair designs	50

Unit Code	Unit Title	Nominal Hours
SIHHHDS407A	Apply and maintain wigs and hairpieces	40
SIHHHDS408A	Make wigs and hairpieces	120
SIHHHRS201A	Rinse and neutralise chemically restructured hair	25
SIHHHRS302A	Perform chemical curling and volumising services	50
SIHHHRS303A	Perform chemical straightening and relaxing services	30
SIHHHRS304A	Perform protein straightening and relaxing treatments	40
SIHHHRS405A	Apply chemical reformation techniques to enhance hair designs	40
SIHHHSC301A	Apply the principles of hairdressing science	25
SIHHHSC302A	Identify and treat hair and scalp conditions	15
SIHHHSC403A	Apply knowledge of hair and scalp problems to trichological consultations	40
SIHHHSC404A	Perform trichological assessments	40
SIHHHSC405A	Apply the principles of nutrition	25
SIHHHSC406A	Develop and apply scalp treatment therapies	30
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHIND202A	Develop hairdressing industry knowledge	15
SIHHIND303A	Coordinate clients and services	35
SIHHIND304A	Develop and expand a client base	35
SIHHIND305A	Hone and strop straight razors	10
SIHHIND306A	Participate in a session styling team	65
SIHHOHS201A	Apply salon safety procedures	20
SIHHTLS401A	Provide technical leadership within the hairdressing context	45
SIHHTLS402A	Research and utilise hairdressing trends to advance creative work	35
SIHHTLS403A	Work as a session stylist	30
SIHHTLS704A	Provide creative leadership to the hairdressing industry	70
SIHHTLS705A	Conceive, develop and realise innovative hairdressing concepts for media	90
SIHHTLS706A	Conceive, develop and realise innovative hairdressing concepts for events	90
SIHHTLS707A	Plan and deliver professional hairdressing presentations	70
SIHHTLS708A	Originate and refine hair design concepts	90
SIHHTLS709A	Establish, negotiate and refine hair design concepts for briefs	70

SAMPLE TRAINING PROGRAMS

A range of Sample Training Plans have been provided to demonstrate the flexibility of qualifications contained in the **SIH11 Hairdressing Training Package Version 1**, but are by no means mandatory.

Occupation / Work Function	Hairdressing Salon Assistant	
Qualification Title	Certificate II in Hairdressing	
Qualification Code	SIH20111	
Description	This qualification is for those individuals who want to begin a career in Hairdressing by working as an assistant performing routine tasks under direct supervision.	
Unit Code	Unit Title	Hours
Core		
BSBSUS201A	Participate in environmentally sustainable work practices	20
SIHHBAS201A	Perform shampoo and basin services	30
SIHHCCS201A	Greet and prepare clients for salon services	10
SIHHHDS201A	Dry hair to shape	40
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHOHS201A	Apply salon safety procedures	20
SIRXCOM001A	Communicate in the workplace	40
SIRXIND001A	Work effectively in a retail environment	45
Electives		
SIHHBAS202A	Perform head neck and shoulder massage	20
SIHHCLS201A	Apply hair colour products	30
SIHHHRS201A	Rinse and neutralise chemically restructured hair	25
SIHHIND202A	Develop hairdressing industry knowledge	15
SIRXRPK002A	Recommend hair, beauty and cosmetic products and services	25
Total Hours		340

Occupation / Work Function	Hairdresser	
Qualification Title	Certificate III in Hairdressing	
Qualification Code	SIH30111	
Description	Suitable for those individuals working in a hairdressing salon providing the full range of services for both male and female clients.	
Unit Code	Unit Title	Hours
Core		
BSBSUS201A	Participate in environmentally sustainable work practices	20
SIBXCCS201A	Conduct financial transactions	25
SIBXCCS202A	Provide service to clients	30
SIHHBAS201A	Perform shampoo and basin services	40
SIHHCCS302A	Perform a full client consultation	30
SIHHCCS303A	Respond to service related and technical problems	30
SIHHHCS301A	Design haircut structures	20
SIHHHCS302A	Apply one length or solid haircut structures	25
SIHHHCS303A	Apply graduated haircut structures	30
SIHHHCS304A	Apply layered haircut structures	30
SIHHHCS305A	Apply over-comb techniques	25
SIHHHRS302A	Perform chemical curling and volumising services	50
SIHHHRS303A	Perform chemical straightening and relaxing services	30
SIHHCLS302A	Colour and lighten hair	50
SIHHCLS303A	Design and perform full and partial highlighting techniques	25
SIHHCLS304A	Neutralise unwanted colours and tones	35
SIHHCLS305A	Perform on scalp full head and retouch bleach services	30
SIHHHDS303A	Design and apply short to medium-length hair design finishes	50
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHHSC301A	Apply the principles of hairdressing science	25
SIHHHSC302A	Identify and treat hair and scalp conditions	15
SIHHIND303A	Coordinate clients and services	35
SIHHIND304A	Develop and expand a client base	35
SIHHOHS201A	Apply salon safety procedures	20
SIRXCOM001A	Communicate in the workplace	40
SIRXIND001A	Work effectively in a retail environment	45
Electives		
Group A – General Hairdressing		
SIHHHCS306A	Combine structures for current haircut designs	40
SIHHHCS307A	Combine structures for traditional and classic men's haircut designs	40
SIHHHDS304A	Design and apply classic long hair up styles	30
Group C – General Electives		

SIHHDS305A	Select and apply hair extensions	30
SIHHRS304A	Perform protein straightening and relaxing treatments	40
SIHHIND306A	Participate in a session styling team	65
Total Hours		1055

Occupation / Work Function	Hairdresser	
Qualification Title	Certificate III in Hairdressing	
Qualification Code	SIH30111	
Description	Suitable for those individuals working in a hairdressing salon providing the full range of services with particular emphasis on men as clients.	
Unit Code	Unit Title	Hours
Core		
BSBSUS201A	Participate in environmentally sustainable work practices	20
SIBXCCS201A	Conduct financial transactions	25
SIBXCCS202A	Provide service to clients	30
SIHHBAS201A	Perform shampoo and basin services	40
SIHHCCS302A	Perform a full client consultation	30
SIHHCCS303A	Respond to service related and technical problems	30
SIHHHCS301A	Design haircut structures	20
SIHHHCS302A	Apply one length or solid haircut structures	25
SIHHHCS303A	Apply graduated haircut structures	30
SIHHHCS304A	Apply layered haircut structures	30
SIHHHCS305A	Apply over-comb techniques	25
SIHHHRS302A	Perform chemical curling and volumising services	50
SIHHHRS303A	Perform chemical straightening and relaxing services	30
SIHHCLS302A	Colour and lighten hair	50
SIHHCLS303A	Design and perform full and partial highlighting techniques	25
SIHHCLS304A	Neutralise unwanted colours and tones	35
SIHHCLS305A	Perform on scalp full head and retouch bleach services	30
SIHHHDS303A	Design and apply short to medium-length hair design finishes	50
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHHSC301A	Apply the principles of hairdressing science	25
SIHHHSC302A	Identify and treat hair and scalp conditions	15
SIHHIND303A	Coordinate clients and services	35
SIHHIND304A	Develop and expand a client base	35
SIHHOHS201A	Apply salon safety procedures	20
SIRXCOM001A	Communicate in the workplace	40
SIRXIND001A	Work effectively in a retail environment	45
Electives		
Group B – Men's Hairdressing		
SIHHHCS307A	Combine structures for traditional and classic men's haircut designs	40
SIHHHCS308A	Design and maintain beards and moustaches	10
SIHHHCS309A	Perform face and head shaves	25
Group C – General Electives		

SIHHHCS308A	Design and maintain beards and moustaches	10
SIHHHCS309A	Perform face and head shaves	25
SIRXSLS002A	Advise on products and services	30
Total Hours		950



Occupation / Work Function	Senior Hairdresser	
Qualification Title	Certificate IV in Hairdressing	
Qualification Code	SIH40111	
Description	This qualification is for experienced Hairdressers who want to further develop their technical skills providing specialist services at a senior level.	
Unit Code	Unit Title	Hours
Core		
SIHHTLS401A	Provide technical leadership within the hairdressing context	45
SIHHTLS402A	Research and utilise hairdressing trends to advance creative work	35
Electives		
Group A – Hairdressing Technical Skills		
SIHHCLS406A	Solve complex colour problems	40
SIHHCLS407A	Apply creative colouring and lightening techniques to enhance hair designs	50
SIHHHCS410A	Design and perform creative haircuts	40
SIHHHDS406A	Design and apply creative long hair designs	50
Group B – General Electives		
SIHHHSC403A	Apply knowledge of hair and scalp problems to trichological consultations	40
SIHHHSC404A	Perform trichological assessments	40
SIHHHSC406A	Develop and apply scalp treatment therapies	30
SIHHTLS403A	Work as a session stylist	30
SIRXMGT001A	Coordinate work teams	35
Total Hours		435

Occupation / Work Function	Hairdressing Salon Manager	
Qualification Title	Diploma of Salon Management	
Qualification Code	SIB50210	
Description	This sample qualification would be suitable for a person who owns and/or manages a hairdressing salon.	
Notes	This qualification is first packaged in the SIB10 Beauty Training Package.	
Unit Code	Unit Title	Hours
Core		
BSBSUS501A	Develop workplace policy and procedures for sustainability	50
SIBXPSM501A	Lead teams in a personal services environment	40
SIBXPSM502A	Manage treatment services and sales delivery	60
SIBXPSM503A	Promote a personal services business	60
SIRXHRM001A	Administer human resources policy	35
SIRXHRM002A	Recruit and select personnel	35
Electives		
BSBSMB404A	Undertake small business planning	50
BSBSMB406A	Manage small business finances	60
BSBMGT502B	Manage people performance	70
BSBSMB403A	Market the small business	50
Total Hours		510

Occupation / Work Function	Artistic or Creative Director	
Qualification Title	Vocational Graduate Certificate in Hairdressing Creative Leadership	
Qualification Code	SIH70111	
Description	This qualification is for those individuals who freelance or work for large hairdressing organisations or product companies providing technical and creative leadership.	
Unit Code	Unit Title	Hours
Core		
SIHHTLS704A	Provide creative leadership to the hairdressing industry	70
SIHHTLS705A	Conceive, develop and realise innovative hairdressing concepts for media	90
SIHHTLS706A	Conceive, develop and realise innovative hairdressing concepts for events	90
SIHHTLS707A	Plan and deliver professional hairdressing presentations	70
Electives		
SIHHTLS708A	Originate and refine hair design concepts	90
SIHHTLS709A	Establish, negotiate and refine hair design concepts for briefs	70
Total Hours		480

CONTACTS AND LINKS

Industry Skills Council (ISC)		
Service Skills Australia	This ISC is responsible for developing this SIB10 Beauty Training Package Version 1 and can be contacted for further information. You can also source copies of the Training Package and support material.	Level 10, 171 Clarence Street Sydney NSW 2000 info@serviceskills.com.au www.serviceskills.com.au
National Register for VET in Australia		
Training.gov.au (TGA)	TGA is the Australian governments' official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs.	training.gov.au
Australian Government		
The Department of Education, Employment and Workplace Relations (DEEWR)	DEEWR provides a range of services and resources to assist in delivery of Training Packages. Search the DEEWR website for links to a range of relevant resources and publications.	www.deewr.gov.au
State Government		
Department of Education and Early Childhood Development Higher Education and Skills Group	Higher Education and Skills Group is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships.	General information: www.skills.vic.gov.au Approved Training Schemes: http://www.skills.vic.gov.au/corporate/publications/brochures-and-fact-sheets/apprenticeships-and-traineeships-in-victoria-industry-guides
Curriculum Maintenance Manager (CMM)		
Wholesale, Retail and Personal Services (WRAPS)	The CMM service is provided by Executive Officers located within Victorian TAFE institutes on behalf of Skills Victoria.	Maree Polglaise Victoria University PO Box 14428, Melbourne VIC 8001 (03) 9919-5326 (03) 9919-5274 Maree.Polglaise@vu.edu.au
State VET Regulatory Authority		
Victorian Registration and Qualifications Authority (VRQA)	The VRQA is a statutory authority responsible for the registration of education and training providers in Victoria to ensure the delivery of quality education and training.	www.vrqa.vic.gov.au Phone: (03) 9637-2806

National VET Regulatory Authority		
<p>Australian Skills Quality Authority (ASQA)</p>	<p>ASQA is the national regulator for Australia's VET sector vocational education and training sector.</p> <p>ASQA regulates courses and training providers to ensure nationally approved quality standards are met.</p>	<p>www.asqa.gov.au</p> <p>Info line: 1300-701-801</p>

GLOSSARY

Code	Nationally endorsed Training Package qualification code.
Title	Nationally endorsed Training Package qualification title.
Unit Code	Nationally endorsed Training Package unit code.
Unit Title	Nationally endorsed Training Package unit title.
Nominal Hours	The anticipated hours of supervised learning or training deemed necessary to conduct training and assessment activities associated with the program of study. These hours are determined by the Victorian State Training Authority. Nominal hours may vary for a qualification depending on the units of competency selected.
Scope of Registration	Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.