



**VTCT**



## **Apprenticeships Hair Professional**

FAIR | CONSISTENT | RELIABLE







# Welcome

VTCT (Vocational Training Charitable Trust) is a specialist awarding and assessment organisation with over 50 years' experience, offering vocational and technical qualifications in a range of service sectors including hairdressing and barbering. VTCT has over 1,900 approved centres globally, offering smarter support for brighter futures while ensuring the learner is at the heart of our work.

VTCT offers a range of qualifications and apprenticeships for the hair sector. Our approach is to support employers and apprentices to achieve the best possible outcome, whether on an Apprenticeship Standard or Framework. With end-to-end support, we strive to make the process as simple and straightforward as possible.

In addition to being a leading Awarding Organisation, VTCT is also an End-point Assessment Organisation that offers a fair, consistent and reliable End-point Assessment.

For more information about VTCT's apprenticeships or the End-point Assessment (EPA) process, please visit:

**[www.vtct.org.uk/apprenticeships](http://www.vtct.org.uk/apprenticeships)**

email: **[customersupport@vtct.org.uk](mailto:customersupport@vtct.org.uk)**

call: **+44 (0) 2380 684500**



# Framework Vs Standard

## Hair Apprenticeships the choice

### 1. Specification of Apprenticeship Standards England (SASE) Frameworks available until 2020

Current SASE apprenticeship frameworks for hairdressing and barbering will continue to be available for new starts until 31 July 2020.

SASE framework apprenticeships	
<b>The SASE apprenticeship framework</b>	NVQ, Functional Skills, ERR, PTLs
<b>Training Provider/Educator</b>	Delivery of apprenticeship programme
<b>Centre Assessor</b>	Competency based on-going assessment
<b>Centre IQA</b>	Centre provides Internal Quality Assurance
<b>EQA</b>	VTCT provides External Quality Assurance

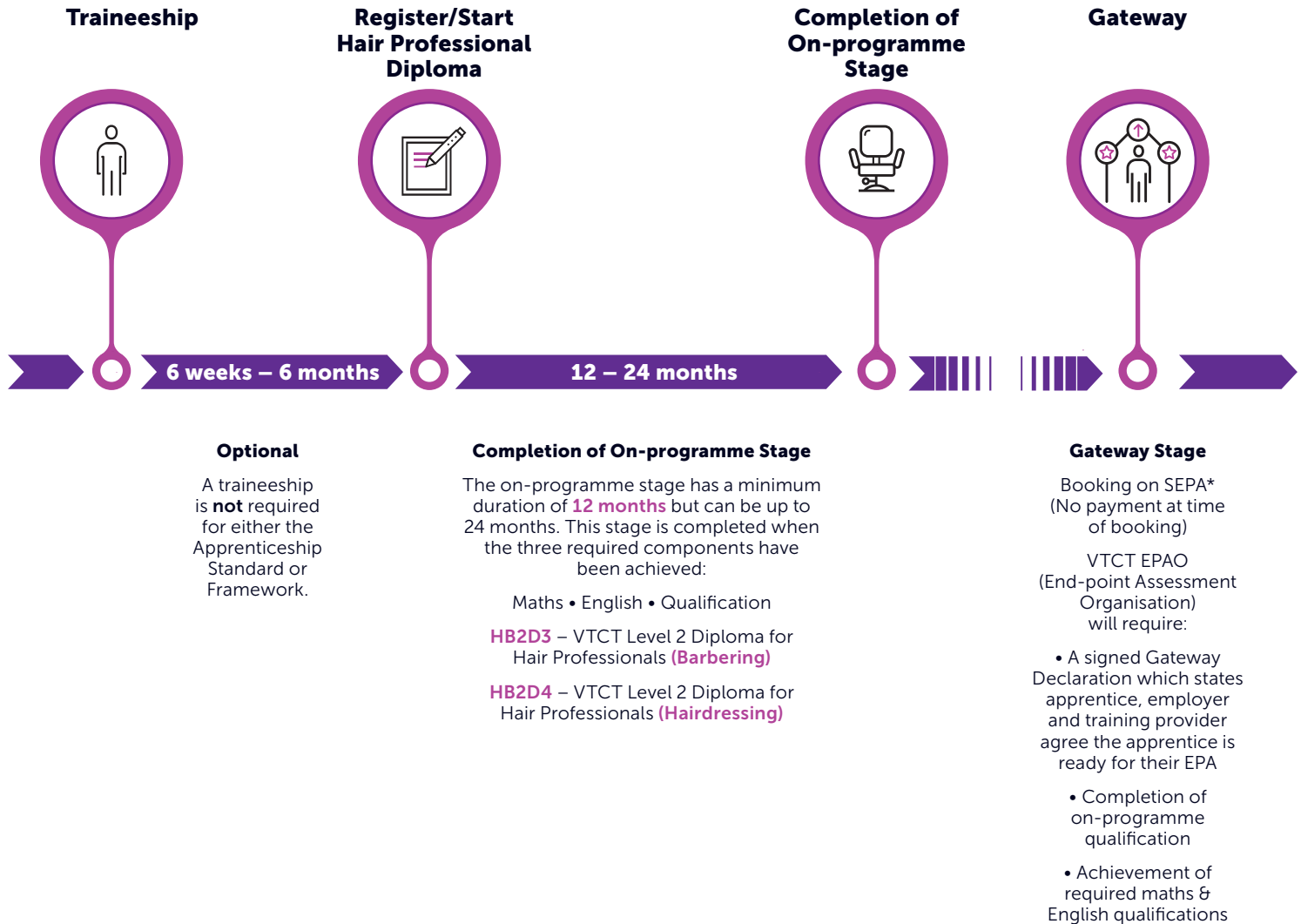
### 2. Hair Professional Apprenticeship Standard

The Hair Professional Apprenticeship Standard is available for delivery.

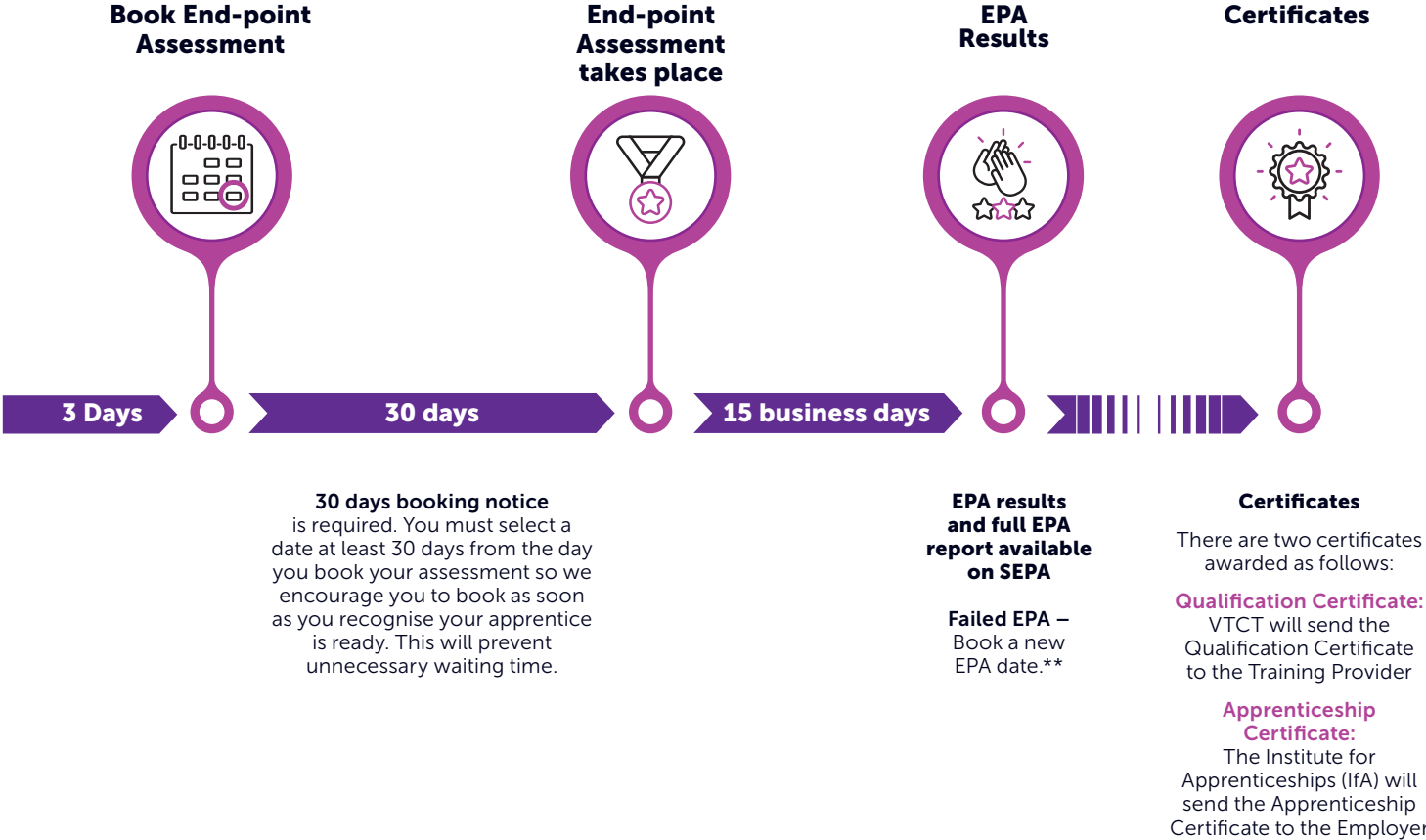
Hair Professional apprenticeship standard	
<b>The Hair Professional Standard</b>	The on-programme stage consists of a qualification – Level 2 Diploma for Hair Professionals (hairdressing or barbering), English and maths
<b>Employer and Training Provider</b>	Develop the apprentice's knowledge, skills and behaviours as set out in the standard
<b>Gateway</b>	The apprentice has demonstrated and agreed that they are ready to undertake the End-point Assessment with the agreement of the employer
<b>End-point Assessment</b>	VTCT as an EPAO delivers EPA services
<b>Certification</b>	Institute for Apprenticeships (IfA) issues the apprenticeship certificate to the employer. VTCT the awarding organisation will issue the certificate for the Level 2 Diploma for Hair Professionals (hairdressing or barbering)



# Apprenticeships Hair



# Professional timeline



\* SEPA = Smart End-point Assessment is an online management solution for End-point Assessments

\*\* Minimum of 28 days between unsuccessful EPA and re-sit







# The Apprenticeship Levy

## Hairdressing and Barbering

The Government has introduced a tax initiative to bridge the skills gaps in the UK workforce and will be used to increase apprenticeship numbers. This tax is linked to an employer's pay-bill and is called the Levy.

Employers with a pay-bill under **£3 million** (non-levy paying) will co-invest with the government on a 1:9 ratio (Employer:Government) for the delivery of apprenticeships. (the 1:9 ratio to be reduced to 0.5:9.5, date to be confirmed).

Employers with a pay-bill **over £3 million** (levy paying) will pay an apprenticeship levy via PAYE and HMRC. The funds will go into a DAS account to be used on apprenticeship training activities. Once funds have been used up, employers can co-invest with the Government on the same 1:9 ratio as non-levy paying employers.  
<https://www.gov.uk/government/publications/apprenticeship-levy-how-it-will-work>

**To find out more, use our online guidance or contact the government employer helpline:**

**Phone:** 08000 150 600

**Email:** [nationalhelpdesk@apprenticeships.gov.uk](mailto:nationalhelpdesk@apprenticeships.gov.uk)

**Web:** [www.gov.uk/take-on-an-apprentice/overview](http://www.gov.uk/take-on-an-apprentice/overview)

# Funding The Apprenticeship

## Top Line Funding Implications

Levy paying employers will pay 100% of the costs of an apprenticeship to providers, out of their digital account service (DAS).

Non-levy paying employers will contribute 10% of the cost of an apprenticeship and the government will contribute 90% of the cost, in a co-investment arrangement (10% to be reduced to 5%, date to be confirmed).

Employers with fewer than 50 (49 or under) employees will pay no contribution if they take on an apprentice who is:

- 16–18 years old
- 19–24 year olds (formerly in care/have an Education and Health Care plan)

These are fully funded by the government.

The government will contribute £2,000 towards the costs of all 16-18 year olds studying via an apprenticeship, providing £1,000 for the employer and £1,000 for the training provider.

The funding will be claimed as follows:

- 50% after 90 days
- the remaining 50% after 365 days
- The Hair Professional Apprenticeship Standard has been allocated **£7,000 ESFA funding.**









# The Hair Professional Standard

## Hairdressing and Barbering

The Hair Professional Standard for hairdressing or barbering was designed by employers (through the Trailblazer employer working party), to have a very different approach to assessment from the current SASE frameworks. The content remains faithful to previous apprenticeship standards but there are three very definite stages an apprentice has to travel through to achieve their graded apprenticeship.



### On-programme

There is a regulated qualification at the heart of the on-programme stage with professional skills, knowledge and behaviours embedded throughout.

Apprentices must achieve the relevant English & maths qualifications prior to or during this stage to enable them to progress to the gateway stage (see English & maths section).



### The gateway

All on-programme requirements have been met and approved by an Apprenticeship Assessor.

The apprentice is ready to undertake their End-point Assessment and the employer and training provider agree.



### End-point Assessment

A planned, independent assessment carried out by a VTCT Apprenticeship Assessor. The apprentice will demonstrate the skills, knowledge and behaviours in accordance with the assessment plan.

The assessment is graded;  
**fail, pass, distinction**

The Hair Professional standard duration can be up to 24 months, with a minimum of 12 months.

# Literacy and numeracy

## English and Maths requirements

English & maths now have a heightened importance within the new Hair Professional apprenticeship standard. Before taking their End-point Assessment, apprentices must have prior achievement or:

- English GCSE (minimum requirement E or 2)
- Maths GCSE(minimum requirement E or 2)
- Functional Skills Level 1(Pass)
- Key Skills Level 1(Pass)
- Take the test for level 2 English and maths (equivalent to GCSEs at grades A\* to C)

### **Prior attainment**

Accepted evidence would be Qualification Certificates or a copy of the learner's Personal Learning Record (PLR).

For full details see

[www.vtct.org.uk/English-and-Maths.pdf](http://www.vtct.org.uk/English-and-Maths.pdf)









# On-programme Costs

## for the Hair Professional for Hairdressing or Barbering

The VTCT On-programme stage of the Hair Professional apprenticeships consists of either:

- **VTCT Level 2 Diploma for Hair Professionals (Barbering) – HB2D3**

or

- **VTCT Level 2 Diploma for Hair Professionals (Hairdressing) – HB2D4**

VTCT, as an Awarding Organisation for these regulated qualifications, will take responsibility for the following:

- **External quality assurance of the hairdressing/barbering qualification(s)**
- **Functional skills registrations (if applicable) through our partner – SkillsFirst (fees apply)**
- **Quality assurance of maths and English requirements prior to booking an End-point Assessment**
- **Issuing of the VTCT qualification certificate**

### On-programme registration fees for both qualifications = £105

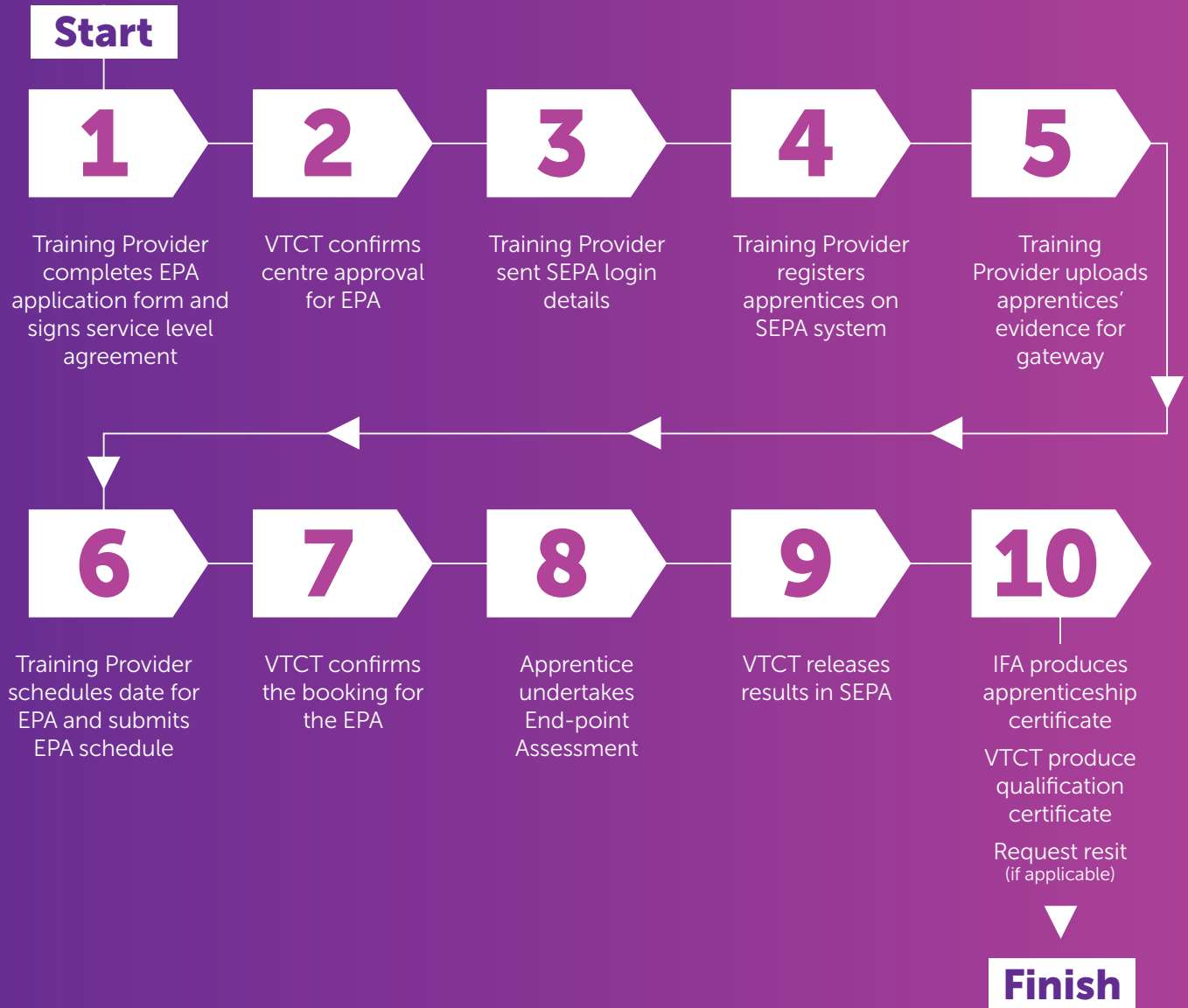
#### Included in the registration fees:

- On-Programme qualification registration:  
**VTCT Level 2 Diploma for Hair Professionals (Barbering) – HB2D3**  
or  
**VTCT Level 2 Diploma for Hair Professionals (Hairdressing) – HB2D4**
- Any external quality assurance visits deemed necessary
- Online examinations (from mandatory units within the On-programme qualification)
- ManageAssess – An e-portfolio/assessment platform for the On-programme stage
- Pivot Point teaching and learning resource for hairdressing and barbering
- On-programme qualification certification



# End-point Assessment Services

## 10-Step Process



# End-point Assessment Services

## Pricing model for the Hair Professional Standard

**VTCT has set out the costs for the EPA (identified below).**

The EPA cost is dependent on the number of apprentices undertaking an EPA within an approved End-point Assessment Centre, at any one time. The training provider will be invoiced for EPA services from the date of the EPA. Our invoice terms are 30 days.

An employer/training provider using apprentice own salon/barbershop for EPA	
EPA costs – Hairdressing (maximum 6 hour assessment)	EPA costs – Barbering (maximum 3 hour assessment)
1–3 apprentices = £1000	1–3 apprentices = £700

Below you will find example costs for multiple apprentices undertaking EPA in an academy setting.

An employer/training provider using own academy for their apprentice's EPA		
Number of apprentices for EPA*	Hairdressing cost*	Barbering cost*
1–3 (Base cost)	£1,000	£700
The cost of additional apprentices is the base cost plus £150 per apprentice. For example ...		
4	£1,150	£850
5	£1,300	£1,000
6	£1,450	£1,150
7	£1,600	£1,300
8	£1,750	£1,450





# Before and After

## The Hair Professional

VTCT has a wide range of qualifications that are suitable to study prior to undertaking an apprenticeship as part of a traineeship or stand-alone qualification.

Currently under development through the Institute for Apprenticeships is the Advanced and Creative Hair Professional Standard. This could be

a natural progression from the Hair Professional Standard once it is released.

VTCT has a whole suite of Level 3 qualifications to offer as progression opportunities to study post the Hair Professional Apprenticeship standard for hairdressing and barbering.



### Pre-Apprenticeship

- VTCT Level 1 NVQ Certificate in Hairdressing and Barbering (QCF)
- VTCT Level 1 Award, Certificate or Diploma in Hair and Beauty Skills
- VTCT Level 2 Award, Certificate, Diploma in Hair and Beauty Skills
- VTCT Level 2 Certificate in Hairdressing and Beauty Therapy (VRQ) (GCSE equivalent)



### Level 2 Apprenticeship

Hair Professional  
Hairdressing  
or Barbering



### Post-Apprenticeship

- VTCT Level 3 SASE Apprenticeship Framework until 31 July 2020
- Advanced and Creative Hair Professional (TBC)

# List of Terms

This list of terms and abbreviations is relevant to the new Hair Professional Apprenticeship Standard.

Term	Full name	Description
DAS	Digital Apprenticeship Service	Service for levy paying employers to register, view and spend levy funds on apprenticeship training.
EPA	End-point Assessment	A planned assessment where the apprentice demonstrates their skills, knowledge and behaviors, as determined in the assessment plan.
EPAO	End-point Assessment Organisation	An organisation approved by the ESFA to deliver independent assessment services.
ESFA	Education and Skills Funding Agency	A government agency responsible and accountable for funding education and training for children, young people and adults.
Gateway	Gateway	Decision time for apprentice, employer, training provider to book the EPA.
IfA	Institute for Apprenticeships	Ensures high-quality apprenticeship standards and advises government on funding for each standard. <a href="http://www.instituteforapprenticeships.org">www.instituteforapprenticeships.org</a>
ILR	Individualised Learner Record	Learner data that publicly funded organisations must collect and return.
The Levy	The Levy	Government initiative enforced on businesses with a pay bill of three million pounds or more per annum.
On-programme	On-programme	Teaching and learning stage of the apprenticeship (may/may not be a qualification).
RoATP	Register of Apprenticeship Training Providers	Organisations that are approved to deliver apprenticeship training for employers.
SASE	Specification of Apprenticeship Standards for England	The SASE framework apprenticeships are being phased out and replaced by Trailblazer standards.
SEPA	Smart End-point Assessment	Technology used to manage the end-to-end process for end-point assessing.







**VTCT**

For more information regarding VTCT's Hair Professional Apprenticeship, visit:  
[www.vtct.org.uk/apprenticeships/](http://www.vtct.org.uk/apprenticeships/)

