Title:	Prepare and Maintain the Salon.
Level:	Entry Level 3
Credit value:	3
GLH:	30
Unique Reference Number:	M/505/0587
Sector Subject Area:	7.3 Service Enterprises
Aim:	To equip learners with the skills and knowledge to prepare and maintain the salon.
Assessment Type:	This unit will be assessed through an internally set and internally marked portfolio of evidence. Assessment of practical skills must take place during normal work activities.

Learning outcomes
The learner will:

1. Know how and why to sterilise and disinfect tools and equipment.

Delivery content:

The aim of this learning outcome is to provide learners with the knowledge to understand how and why to sterilise and disinfect tools and equipment.

The learner must:

1.1. State the **difference** between **sterilisation** and **disinfection.**
1.2. Give examples of the types of **sterilising equipment** and products available.
1.3. Give examples of the types of **chemicals** used for **disinfection**.
1.4. Indicate **How** to sterilise and disinfect specified tools and equipment.

2. Be able to prepare a treatment area for a treatment safely, hygienically and with regards to salon procedures

Delivery content:

The aim of this learning outcome is to provide learners with the knowledge and skills to be able to prepare a treatment area for a treatment safely, hygienically and with regards to salon procedures.

The learner must be able to:

2.1. State the steps required to ensure a treatment area is prepared and maintained according to salon procedures and standards.
2.2. Identify the personal protective clothing and equipment required for two specified treatments.
2.3. Indicate how to set up the materials, tools and equipment required for two specified treatments.

3. Know how to clear and clean a treatment area after treatment.
Delivery content: The aim of this learning outcome is to provide learners with the knowledge to understand how to clear and clean a treatment area after treatment. The learner must: 3.1. State **how** to deal with **spillages** in the treatment area. 3.2. State **how** to deal with **breakages** in the treatment area. 3.3. Indicate **how** to **dispose** of different kinds of waste materials safely and hygienically. 3.4. State the condition in which a treatment area should be left after a treatment has been completed.

Scope of Training The Scope of Training identifies areas that must be covered during the delivery of this unit. This is the minimum that is expected but tutors are expected to include other areas, knowledge of which will benefit their learners, based on location, types of work available and from the tutors own professional experience.	
Requirements	
1.1. State the **difference** between **sterilisation** and **disinfection.**	• Sterilisation means killing all germs. • Disinfection means killing most germs. • Sterilisation is for items that need to be completely clean. • Disinfection is used for tools, equipment, and surfaces after use. • Sterilisation is stronger than disinfection.
1.2. Give examples of the types of **sterilising equipment** and products available.	• Autoclave or steam steriliser. • UV steriliser. • Dry heat steriliser. • Sterilising fluid or sterilising tablets. • Sterilising wipes or spray for equipment where appropriate.
1.3. Give examples of the types of **chemicals** used for **disinfection**.	• Alcohol-based disinfectants • Bleach or chlorine-based products.
1.4. Indicate **how** to sterilise and disinfect specified tools and equipment.	• Clean first to remove dirt and product build-up. • Disinfect tools and equipment with the correct solution or wipe. • Sterilise only items that must be completely free from germs. • Follow the manufacturer's instructions for each item and product. • Leave items to dry before storing or reusing them.

	• Use clean gloves or clean hands to avoid re-contaminating items.
2.2. Use **correct personal protective clothing** and **equipment.**	• Wear a clean apron or gown. • Use gloves when needed. • Use protective equipment as instructed.
3.1. **How** to deal with **spillages** in the treatment area.	• Put a wet floor sign up. • Stop people from walking through the spill. • Use paper towels or the correct cleaning materials to clear it up. • Dry the area so it is safe to use. • Report the spillage if it is large or unsafe.
3.2. **How** to deal with **breakages** in the treatment area.	• Stop and clear up breakages straight away. • Keep clients and staff away from the area. • Pick up broken pieces carefully using a brush and dustpan. • Put broken items in the correct bin or sharps container if needed.
3.3. **How** to **dispose** of different kinds of waste materials safely and hygienically.	• Put general waste in the correct bin (e.g. paper, packaging). • Put clean recycling into the right recycling bin (e.g. plastic, glass, cardboard). • Put contaminated salon waste (e.g. used foils, paper towels with product) in the correct waste bin. • Use a sharps box for any broken glass or sharp items.

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