

Title	Demonstrate knowledge of professional behaviour and legal requirements for a salon		
Level	3	Credits	3

Purpose	<p>This unit standard is for people working and intending to work in positions involving customer contact in a salon environment.</p> <p>People credited with this unit standard are able to demonstrate knowledge of: professional behaviour expected within a salon; and legal requirements related to working in a salon.</p>
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Classification	Beauty Services > Salon Skills
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Available grade	Achieved
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Explanatory notes

1 Definitions

Co-workers may include but are not limited to salon assistants, apprentices, senior operators, receptionists, supervisors, salon trainers, and managers.

Procedures of the salon environment refer to the documented and/or accepted work practices within that salon environment. They may include instructions from senior co-workers.

Professional code of ethics may include but is not limited to the NZ Association of Hairdressers Inc. Code of Ethics, which can be accessed at www.nzhairdressing.org.nz; and the Hairdressing Industry Standards, which can be accessed at <http://www.hito.org.nz>.

Salon refers to a hairdressing salon, barbershop, or beauty salon where the salon is registered under the Health (Registration of Premises) Regulations 1966 and has paying clients.

Salon environment may be a workplace and/or training salon.

Salon requirements refer to industry and legislative requirements relevant to the type of salon, for example those contained in:

Sections 6 and 7 of the Health (Hairdressers) Regulations 1980;

Health and Safety in Hairdressing: An Evaluation of Health and Safety Management Practices in the Hairdressing Industry (Wellington: Department of Labour, 2007) available at <http://www.dol.govt.nz/PDFs/hairdressing.pdf>;

Privacy Act 1993, Consumer Guarantees Act 1993; Fair Trading Act 1986, Health and Safety in Employment Act 1992, Hazardous Substances and New Organisms Act 1996, Human Rights Act 1993, and Smoke-free Environments Act 1990; enterprise fire and emergency policies and procedures; and Health (Registration of Premises) Regulations 1966, and Fire Safety and Evacuation of Buildings Regulations 2006.

Senior co-workers may include but are not limited to senior operators, supervisors, salon trainers, and managers.

2 Salon requirements must be adhered to for all aspects of this unit standard.

Outcomes and evidence requirements

Outcome 1

Demonstrate knowledge of professional behaviour expected within a salon.

Evidence requirements

- 1.1 Professional code of ethics is identified and summarised.
- Range includes but is not limited to – industry publication, salon or enterprise document.
- 1.2 Own professional ethics are identified and explained.
- Range may include but is not limited to – cultural safety, personal practice.
- 1.3 Professional behaviours that contribute to a safe and supportive salon environment for staff and clients from different cultural groups are identified.
- Range Māori, Pacific Island, and one other cultural group.

Outcome 2

Demonstrate knowledge of legal requirements related to working in a salon.

Evidence requirements

- 2.1 The Privacy Act 1993 is explained in terms of its relevance for working in a salon.
- Range includes the definitions of *agency* and *personal information*, and explanation of privacy principles 5, 9 and 10.
- 2.2 Section 5 of the Smoke-free Environments Act 1990 is explained in terms of its relevance for working in a salon.
- 2.3 The Consumer Guarantees Act 1993 is explained in terms of its relevance for working in a salon.
- Range includes the guarantees in respect of goods under sections 6, 7, and 8, and the guarantees in respect of services under sections 28 and 29.
- 2.4 The Fair Trading Act 1986 is explained in terms of its relevance for working in a salon.

- 2.5 Regulations governing the specific salon environment are explained in terms of their purpose, the responsibilities they require of a person working in a salon, and the potential consequences if they are breached.

Range regulations governing the specific salon environment may include but are not limited to – Health (Hairdressers) Regulations 1980, Health (Registration of Premises) Regulations 1966, local government regulations.

Replacement information	This unit standard, unit standard 28843, and unit standard 28845 replaced unit standard 20929.
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Planned review date	31 December 2019
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 March 2015	N/A

Consent and Moderation Requirements (CMR) reference	0020
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMRs). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact New Zealand Hair and Beauty Industry Training Organisation Inc at enquiries@hito.org.nz if you wish to suggest changes to the content of this unit standard.