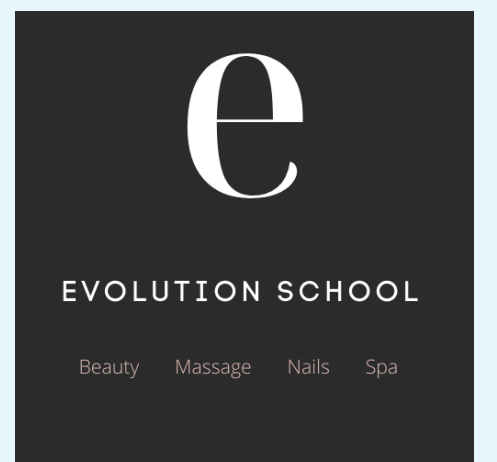




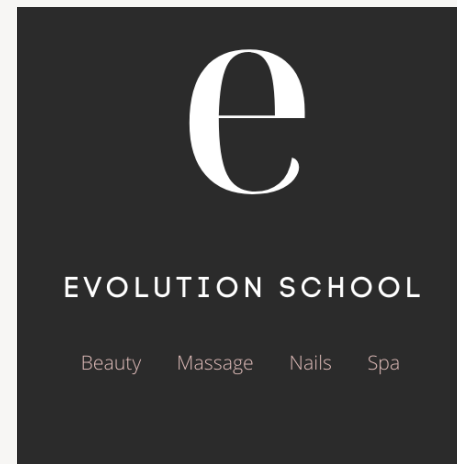
YOUR FUTURE IS OUR PASSION



NZ Certificate in Nail Technology Level 4



Programme Handbook



Welcome to the team!

We're here to make your learning
as smooth-sailing as possible.

Who's who

The teams & team members



YVONNE PALMER
School Manager

Yvonne is your go-to for all things studylink, fees free, public trust - anything to do with finance and administration. Yvonne is contactable on info@evolutionschool.co.nz or 09 438 6583 or pop into 115 Cameron St campus



AINZLEE QUIN

Student liaison extraordinaire
Ainz is all about YOU. She is your support person, your ally, your help and support but she will also give you a nudge to keep you on track if you need it. Ainz is contactable on the same contacts as Yvonne



SHARNI MORTON

Sharni is your Nail Technology Tutor and guru and will be guiding you through your entire programme. Sharni is an experienced Nail technician who runs her own small business locally. Sharni is contactable on the same contacts as Yvonne and Ainz

Who's who

The teams & team members



ANNA FUREY

Anna is our marvellous massage and beauty tutor



MARJORIE FUREY

(Yes Mum and Daughter Team!)
Marjorie is our brilliant beauty tutor



LORNA CLOWES

Online tutor and school owner.
Lorna will be assisting you with your eLearning. She is your contact for questions and submissions of course work.

Lorna is contactable on
evolutionschoolwhg@gmail.com

How should you breakdown your week?

30 hours per week for 40 weeks plus 6 weeks of
school holidays

Term One (January - June with school holidays off)

3 days per week 9-4 pm face to face = 21 hours per week = 420 hours

9 Hours home study per week = 180 hours

Term Two (July - December with school holidays off)

1 day per fortnight plus

4 hours revision per week

2.5 hours business assignment per week

Case studies and portfolio evidence building approx 20 hours per week .



What will you cover and how will you evidence your success?



Your programme is made up of sections / modules / units that you will progress through as directed by your tutor over 2 terms of 6 months each.



Some things will be covered mostly via eLearning and textbooks and some will be covered in class. There are 2 main project type pieces of work to complete :
Business Assignment
Emerging Trends Assignment



There is an evidence booklet for each practical module that needs to be completed over time. Your tutor will go through these with you at the beginning of each module of study. You start with nail services.

What will you cover and how will you evidence your success?



Clinical experience / portfolio of evidence building sessions within the school form a large part of your programme. This enables you to gain confidence with clients, try out new techniques, perfect your timing, posture and client care and gain enough hours of clinical experience for you to complete the portfolios of evidence and prepare for any assessments.



As you progress through your programme you are asked to reflect and evaluate. This also forms an important part of the programme and shows your growth and progress overtime. This makes up an important part of your portfolio of evidence



Your elearning aspects will include infection prevention, anatomy and physiology, professional conduct and business studies plus you have a module on mental health awareness

.



In order to complete the programme, you will need to have covered and successfully completed all the coursework, portfolio evidence, evaluations and assessments.



Module breakdown

1. NT1 - Natural Nail Services - 27 credits

The aim is to provide students with knowledge of natural nail services, products, tools and related skills to provide a client service.

2. NT2 - Nail Augmentation - 53 credits

The aim is to provide students with knowledge of nail augmentation services, products, tools and related skills to provide a client service.

3. NT3 - Nail Art Services - 15 credits

The aim is to provide students with knowledge of nail art services, products, tools and related skills to provide a client service.

4. NT4 - Small Business Operation - 25 credits

The aim is to provide students with the knowlege and skills to provide reception services including appointment booking, payment processing, recordkeeping and operation a small nail technology business in a highly professional manner.

Students will also learn:

- Nail diseases and disorders and be able to advise when medical advice should be sought
- Nail art and creating themes based on the clients needs.
- Nail technology to include silk wraps, gel nails and tips including acrylic extensions.
- Principles of small business management and professional conduct including health and safety.

Assessments and evidence building

Before each module you will be given a timetable, a schedule of evidence required for that module, an evidence booklet and key dates within that module.

You will also be given any assignments and projects that need to be completed and submission dates.

In the timetable the elearning/ textbook learning modules and timings will be clear and we recommend you stay on top of all the home based study to ensure you don't fall behind.

As you work through your module, you will produce evidence of treatments by working on each other and clients and completing paperwork associated with each treatment. Your work will be assessed continuously by your tutor and once you and your tutor feel you are ready, you can take a summative (FINAL) assessment.

The summative (FINAL) assessments may be practical and theory assessments, or just practical or just theory depending upon which module you are undertaking.

This will all be clear in the evidence booklets you will be given at the start of each module.

On the next 2 pages you will see an example of this for the Natural Nails Evidence booklet

NT1 Natural Nails Evidence Requirements

* Emerging trends assignment also contributes to the evidence required for this course

Summative Practical Assessment Learning Outcomes

NT1.1, NT1.2, NT1.3, NT1.4 & NT1.6.

GPO's and conditions thereof covered in the summative assessment :

GP01

GP02 – knowledge of clients' relevant medical history & physical and ethical management of client medical history information

GP03

GP05 – Fundamental body massage – arms and legs

GP07

GP09 - rebooking

Range

1 Manicure AND 1 Pedicure full treatment to time

To include : consultation, homecare advice, rebooking details, client detailed feedback and learner reflection and evaluation.

This can be done on each other or in a simulated work environment with clients.

NT1 Natural Nails Services

Summative Theory Assessment

Questions align to Learning outcomes

NT1.5 and NT1.7

GPO's and Conditions thereof:

GPO6 -identification of human body systems, organs and general functions as relevant

GPO8 – Dermatology, contagious conditions, non-contagious conditions, nail growth, contraindications.

Scope

1 hour MCQ paper – 50 questions with 1 correct answer and 3 incorrect answers per question

KPI Portfolio of evidence

2 manicures – 1 with French polish and 2 pedicures – 1 with French polish

To include : consultations, client feedback, learner evaluation, homecare advice and rebooking

Before and after photos submitted electronically

eLearning supported by textbook learning.

A screenshot of a Windows 10 desktop. The background is a dark blue gradient. In the center, a web browser window is open, displaying a course page for 'NZ Certificate in Nail Technology (Level 4)'. The page has a white header with a navigation bar containing 'Start next lecture >' and 'Induction Handbook'. Below this is a section titled 'Welcome to NZ Certificate in Nail Technology (Level 4)' with a list of three items: 'Introduction, mission statement & syllabus', 'Recommended reading & downloadable resources', and 'Induction Handbook'. The 'Induction Handbook' item is highlighted with a grey background and a 'Start' button. Below the list is a section titled 'NT1 Natural Nail Services 27 credits' with one item: 'Anatomy & Physiology of Manicures and Pedicures - The Integumentary System'. To the left of the browser window, a vertical sidebar shows a thumbnail of a hand with purple and gold nail art, the course title 'NZ Certificate in Nail Technology (Level 4)', and a progress bar indicating '100% COMPLETE'. At the bottom of the screen is the Windows taskbar. It includes the Start button, a search bar with the text 'Type here to search', and several pinned application icons: File Explorer, Google Chrome, and Microsoft Word. On the right side of the taskbar, there is a system tray showing the date and time as '3:47 am 5/01/2022', the language set to 'ENG', and weather information: '5°C Light rain'. A notification icon for a message is also visible in the bottom right corner.

School holidays!

Your tutor will give you the current school holiday dates at the beginning of your programme so you can plan your holidays for the year.



Haere mai
Bula
Talitali fiefia
Afio mai
Kia Orana
Mālō e lelei
Talofa lava
Taloha ni
Fakaalofa lahi atu
Namaste
Ni sa bula
Warm welcome
from the team



If you have any
questions at all

Don't hesitate to ask.

info@evolutionschool.co.nz

or

evolutionschoolwhg@gmail.com

or

09 438 6583

any online questions - post in the comment box or

email lorna on evolutionschoolwhg@gmail.com

or

post in the group chat

