

## PROVIDENCE CAREER & TECHNICAL ACADEMY

Subject: Cosmetology Program Syllabus

Instructor Name: Mrs. Diana Furtado, Mrs. Rahsaan Gomes-McCreery Time Frame: 2021-2022

Email: [Diana.furtado@ppsd.org](mailto:Diana.furtado@ppsd.org)/[Rahsaan.gomesmccreery@ppsd.org](mailto:Rahsaan.gomesmccreery@ppsd.org) PCTA Salon: 401-456-

9136 Ext.61102

Course Description: The Cosmetology profession offers a wide range of opportunities. As of school year 2021-2022 we have included remote learning, Zoom, Google Classroom and Mind-tap. As part of the training, a learner must pass a written and practical examination required by the State before he or she can specialize in any particular area. In order to pass the State Board Exam, the learner has to master the basics. Therefore, the long term goal of the program is to prepare the learners to master the basic skills and all related theory. The training period requires that the learner log 1200 hours and emphasizes “doing” the procedures and techniques while learning, including salon type practice. Learners are made aware of improving personal habits, grooming, poise, personality and the ability to get along pleasantly with other people.

Professional attitudes and appearance are stressed. Modern systematic techniques are used to keep pace with changing needs in the field. Different procedures can be used to accomplish the same end results and techniques and terms often vary. The program is designed with the intention of providing learners with an opportunity to develop soft skills, knowledge, attitudes and leadership, after having the instruction provided by a two licensed cosmetology instructors.

Students will be able to obtain basic knowledge of the following:

- Perform the basic manipulative skills involved in the occupation.

- Make application and use of the underlying theories, technical Information, and related occupational Information to assure sound judgments, decisions and proper procedures involved in the occupation.
- Appreciate and respect the employer-employee relationship, and have an awareness of the necessity of delivering worthy service for value received.
- Develop a sense of personal integrity and confidence in his/her ability to earn his/her rightful place in the community with work base learning.
- Practice those qualities of citizenship which will lead the way toward a happy and productive life.
- Gain employment in the occupation for which training was given. Hours, Practical, and Subject Units by Classes.

Limited to Orientation Career Information, State Laws and Regulation, Professional Image, First Aid, Chemistry, Electricity, Job-Seeking and Professional Ethics'. (30 hours) Freshman, Sophomores. Bacteriology, Decontamination, and Infection Control Health, Public Sanitation, Methods, Chemical Agents, types, Classifications, Bacterial Growth, Biology, Infections, Infection Control, Products, Tools, Equipment Use and Safety.

Freshman, Sophomores, Juniors, and Seniors. Shampoos, Rinses, Scalp Treatments Principles and Techniques of Treatments and Disorders of the Hair and Scalp, and Related Chemistry.

Freshman, Sophomores, Juniors, and Seniors. Hairstyling Principles and Techniques of wet styling, blow drying and waving and finger waving, with hairdressing. Freshman, Sophomores, Juniors, and Seniors. Haircutting Principal of Sectioning, Removing Length or Bulk with Razors, Scissors, Clippers, Shears.

Freshman, Sophomores, Juniors, and Seniors. Hair Coloring, Bleaching Principals and Techniques, of Temporary, Semi- Permanent, Demi- Permanent, Permeant color, Bleaching, Tinting, Toning, Highlighting, Cap Processing, Foiling, Special Effects.

Sophomores, Juniors, and Seniors. Chemical Rearranging Textured Services Principles and techniques, of Sectioning, Wrapping, Processing, Curling Reforming, Relaxing.

Sophomores, Juniors, and Seniors. Manicuring, Pedicuring, Nail Extensions Principal and Techniques Massage, Manicuring, Pedicuring, and Advanced Nail Techniques.

Sophomores, Juniors, and Seniors. Facials Principal and Techniques of Skin, Chemical Procedure, Massage, Facial treatments, Cosmetic Application, Artificial Application, Removal of Unwanted Hair, Lash/Brow Tinting Light Therapy.

Salon Business Retail Sales Fundamentals of Business Management, opening a Salon, Business Plan, Written Agreements, Licensing Requirements and Regulations, Law, Salon Operations, Policies, Practices, Compensation Packages, Payroll Deductions, Telephone Use, Advertising, Sales, Communication, Public/Human Relations, Insurances, Salon Safety.

Freshman, Sophomores, Juniors, and Seniors. Total Hours The above hour requirements must be met by each student in each category in order for the earned hours to be accepted by the State Licensing Board of Examination.

Freshman, Sophomores, Juniors, and Seniors. Common Core State Standards: Reading in Science and Technical Subjects RST.11-12.3: Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks; analyze the specific results based on explanations in the text. Key Ideas and Details • Cite specific textual evidence to support analysis of science and technical texts, attending to important distinctions the author makes and to any gaps or inconsistencies in the account.

- Determine the central ideas or conclusions of a text; summarize complex concepts, processes, or information presented in a text by paraphrasing them in simpler but still accurate terms.

- Follow precisely a complex multistep procedure when carrying out experiments, taking measurements, or performing technical tasks: analyze the specific results based on explanations in the text. W.9-10.2: Write informative/explanatory texts to examine and convey complex ideas, concepts, and information clearly and accurately through the effective selection, organization, and analysis of content. Craft and Structure

- Determine the meaning of symbols, key terms, and other domain-specific words and phrases as they are used in a specific scientific or technical context relevant to grades 10–12 texts and topics.

- Analyze how the text structures information or ideas into categories or hierarchies, demonstrating understanding of the information or ideas.

- Analyze the author’s purpose in providing an explanation, describing a procedure, or discussing an experiment in a text, identifying important issues that remain unresolved. Integration of Knowledge and Ideas

- Integrate and evaluate multiple sources of information presented in diverse formats and media (e.g., quantitative data, video, multimedia) in order to address a question or solve a problem.

- Evaluate the hypotheses, data, analysis, and conclusions in a science or technical text, verifying the data when possible and corroborating or challenging conclusions with other sources of information.

- Synthesize information from a range of sources (e.g., texts, experiments, simulations) into a coherent understanding of a process, phenomenon, or concept, resolving conflicting information when possible.

Range of Reading and Level of Text Complexity

- By the end of grade 12, read and comprehend science/technical texts in the grades 11–CCR text complexity band independently and proficiently Additional Common Core Standards Addressed: Text of Mathematics Learning Standard

• GMP 1.6: Connect mathematical ideas and representations to one another. • GMP 2.2: Explain the meanings of the numbers, words, pictures, symbol, gestures, tables, graphs, and concrete objects you and others use.

• GMP 3.1: Explain both what to do and why it works.

• GMP 4.1: Apply mathematical ideas to real-world situations. • GMP 5.3: Estimate and use what you know to check the answers you find using tools.

• GMP 6.1: Communicate your mathematical thinking clearly and precisely.

• GMP 8.3: Reflect on your thinking before, during, and after you solves a problem. EXPECTATIONS OF

ALL STUDENTS: Safety/Professionalism: We expect all students to thoroughly understand and observe any and all possible safety issues inside and outside the classroom. Due to the inherent and associated risks, safety training will take place at the beginning of each school year. Horseplay and not adhering to proper safety will affect not only the “Shop Safety” portion of the grade, but will also limit the amount of “Class Work” this student is able to perform. We strongly caution students from performing any work observed and/or learned from this class without supervision of a licensed Instructor of hairdressing and a professional until professionally and legally certified. Effort/ Extra Credit: We expect all students to give 100% and always try their hardest.

Our responsibility is to make sure this effort is rewarded with learning. We also offer after school hours and Salon Saturday hours the first of each month to assist with additional learning. Conduct/Citizenship: We expect all students to adhere to the school’s handbook regarding classroom conduct. We believe a student performs at their best in a comfortable, safe environment on the

physical and emotional levels. Teasing, bullying, hurtful and disrespectful behavior will NOT be tolerated.

Required Textbooks, Reading and Supplementary Material: Milady's Standard Cosmetology Text; Cengage2008, Cengage2016, Milady's Power Point Software, Milady's Workbook, Exam Prep book, Exam Review Generated Test, Skills USA connect testing, Skills USA competition, and EVERFI Financial Literacy required by RIDE. Mind-Tap, SP2, and Google Classroom Assignment and Examination Schedule  
Formative Assessment: Daily Practical Assessment, Student Peer Assessment, Chapter Test, Vocabulary Test, Essential Companion, and Typing Procedures on chrome books.

Mind-tap Certification, SP2 Training, Barbicide Certification, Everfi Training, Skills Connect.

Weekly and Quarterly Summative Assessment: Quarterly Mock Practical and Written Exam Weekly and Quarterly Summative Assessment: Cosmetology Skills Connect, State Board Practice Test. Weekly and Quarterly

<b>COSMETOLOGY UNITS</b>
Chapter History & Career Opportunities 1
Life Skills 2
Your Professional Image 3
Communicating for Success 4
Infection Control Principles & Practice 5
General Anatomy and Physiology 6
Skin Structure & Growth and Nutrition 7
Skin Disorders & Diseases 8
Nail Structure and Growth 9

Nail Disorders and Diseases 10
Properties of the Hair and Scalp 11
Basics of Chemistry 12
Basics of Electricity 13
Principles of Hair Designs 14
Scalp Care Shampooing and Conditioning 15
Haircutting 16 Hair Styling 17
Braiding and Braid Extensions 18
Wigs and Hair Additions 19
Chemical Textured Services 20
Hair-coloring 21
Hair-Removal 22
Facials 23
Facial Makeup 24
Manicuring 25
Pedicuring 26
Nail Tips and Wraps 27
Monomer Liquid and Polymer Powder Nail Enhancements 28
Light Cure Gels 29
Preparing for Licensure and Employment 30
On The Job 31 The Salon Business 32

*Note: Business and Entrepreneur Teacher will provide their individual course description and syllabus.*

### **Grading Policy**

Lab/ Classwork 30%

Theory/ Professionalism 40%

Citizenship 30%

Total 100%

**Grading Policy:** We encourage all students to come to class prepared, do their homework and participate in all class activities. However, in an effort to measure student's true knowledge only assessments, tests and quizzes will be factored in the score of all students. Any student who obtains a score of less than 70% in any classroom assessment will be qualified to retake the assessment only after he/she completes all necessary preparatory assignments. Any student coming in late will only receive a 70% on that current class work during the period the in within cosmetology.

**Academic Integrity:** Prior to RTII: Cosmetology Technology

- 1.** The Cosmetology department shall identify on a three-week basis, any student who has frequent absences, several missed assignments, and lack of productivity within the classroom.
- 2.** Upon identifying a student with needs a meeting shall be made with the student, guidance, and the teacher of record to evaluate the student's lack of performance when attending Cosmetology. This meeting will allow the student and instructor to produce a comprehensive plan with the help of a guidance counselor to get the student to the appropriate performance level. This gives the student the opportunity to be a part of his or her education and redirection of their education.

3. If the student does not comply with the agreement within 2 weeks, a representative from the Cosmetology department will contact the guidance department to make an appointment for a second conference including the parent to discuss any issues or concerns about their child.

4. If student performance continues to decline the student will be referred to RTII (see below for RTI plan).

**RTII Plan:** Cosmetology Technology

The Cosmetology department will meet on a weekly basis to discuss any potential students who are in the “at risk” category. The “at risk” category is defined as any student missing more than 10 days in one quarter, also any student who fails an assessment from the curriculum. What you do to help. It is required by law.

**RTI Plan:** Once any “at risk” students have been identified a EWS form shall be forwarded to guidance and special education. The form will be filed permanently in the Cosmetology department. The student will be enrolled in weekly after-school tutoring to help provide the student additional support. Check-ins with the students’ progress and the teacher of record will be monitored.

A meeting shall be scheduled with the RTII team to discuss further actions to create a comprehensive plan for the students to succeed.

**EXPECTATIONS OF ALL STUDENTS:** Safety/Professionalism We expect all students to thoroughly understand and observe any and all possible safety issues inside and outside the classroom. Due to the inherent and associated risks, safety training will take place at the beginning of each school year. Horseplay and not adhering to proper safety will affect not only the “Shop Safety” portion of the grade, but will also limit the amount of “Class Work” this student is able to perform.

We strongly caution students from performing any work observed and/or learned from this class without supervision of a licensed Instructor of hairdressing and a professional until professionally and legally certified. Rhode Island Department of Health Parent are responsible for applying for all licensing fees for their child.

The link for updated information on Barbers, Hairdressers/Cosmeticians, Manicurist, Estheticians and Instructors (216-RICH-40-05-4). <https://rules.sos.ri.gov/regulations/part/216-40-05-4> Effort/ Extra Credit

We expect all students to give 100% and always try their hardest. Our responsibility is to make sure this effort is rewarded with learning. We also offer after school hours and Salon Saturday hours the first of each month to assist with additional learning. Conduct/Citizenship We expect all students to adhere to the school’s handbook regarding classroom conduct. We believe a student performs at their best in a comfortable, safe environment on the physical and emotional levels. Teasing, bullying, hurtful and disrespectful behavior will NOT be tolerated.