

SUSSEX BEAUTY TRAINING SCHOOL



CIBTAC Course Fee Information 2012 / 2013

COURSE	START DATE	COURSE FEE	DURATION
Beauty Therapy Level 2	17th Sept 2012	£3.000	27 sessions Mondays 9.30 - 2.30 plus some work experience evenings and Saturdays by arrangement (Exam April 2013 TBC)
Electrical Facial Level 3	28th Jan 2013	£1.000	10 sessions Mondays 9.30 - 2.30 (CIBTAC Exam April 2013 TBC)
Full Body Massage including Anatomy and Physiology Level 3	11th Jan 2013	£1.700	14 sessions Fridays 9.30 - 2.30 plus some work experience evenings and Saturdays by arrangement (Exam April 2013 TBC)
Facial Treatments Make-up and Eye Treatments	17th Sept 2012	£2.000	14 sessions Mondays 9.30 - 2.30 (CIBTAC Exam April 2013 TBC)
Nail Treatments	9th Nov 2012	£800	5 sessions Thursdays 9.30 - 2.30 (CIBTAC Exam April 2013 TBC)
Waxing	1st Oct 2012	£800	4 sessions Mondays and 9.30 - 2.30 (CIBTAC Exam April 2013 TBC)

Student information

Level 2 Beauty Therapy includes:

Relevant Business Studies, Health and Safety and Anatomy and Physiology, Facials, Eye Treatments, Makeup, Nail Treatments (Manicure and Pedicure), Hot and Warm Waxing.

Level 3 Electrical facial includes:

Galvanism (iontophoresis and desincrustation), Vacuum suction, Faradism, Microcurrent, Direct and indirect high frequency, steaming and microdermabrasion.

Level 3 Body Massage and Anatomy and Physiology includes:

Theory knowledge of all systems of the body and theory and practical techniques in Swedish and holistic body massage. All of the other listed qualifications are modular breakdowns of the above.

The above combined level 2 and level 3 Diploma qualifications are usually required to obtain employment in Salons and Spas. Some Salons may employ therapists with a level 2 Beauty therapy qualification, but usually Electrical facials and Body Massage is a mandatory requirement for most.

Beauty Therapy and Electrical facial courses run on Mondays over 28 weeks and Body Massage sessions run on Fridays over 14 weeks

Terms and conditions

All fees are inclusive of appropriate kit and one course text book where necessary, Registration and Examination Fees. Students will provide their own stationary and course books. (recommended on enrolment or see FAQ information) We offer a flexible payment scheme. We accept cash, cheques, or bank transfers.

A deposit of 1/3 of the total cost of the course is payable 4 weeks prior to the course commencing. The remaining instalments will be payable on the first day of the course and 1 month after. Course fees are not refundable. If fees remain unpaid students will be unable to continue with their studies and will not be entered for CIBTAC exams.

For further information please call 01444 233060 or email: enquiries@sussexbeautytraining.co.uk

SUSSEX BEAUTY TRAINING SCHOOL



STUDENT INFORMATION SHEET

FAQ's

What do I need to bring for my course?

We will order your uniform for you. This may take a few weeks, so please wear black trousers and a white short sleeved blouse or shirt for the first lesson.

- Please leave valuable jewellery at home. When performing practical work you are only allowed to wear small stud earrings and a wedding band.
- You will need to purchase black or white closed in shoes. Once your kit arrives you will be responsible for bringing it to every lesson.
- You will need to supply your own disposables such as tissues, cotton wool and cotton buds. You will also be responsible for replenishing your kit when necessary.
- You will need to provide your own pens, paper and files.
- We will supply a selected book, and a CD to support your learning. We also have a supply of various text books we are happy to lend out to students each week to help with their studies.
- We also recommend you purchase one or more from our suggested book list below:
The Official guide to Beauty Therapy – Level 2: Lorraine Nordmann
The Official Guide to Beauty Therapy – Level 3: Lorraine Nordmann
Beauty Therapy Fact File: Susan cressy
Anatomy and Physiology for Holistic Therapists: Francesca Gould
Body Massage for Holistic Therapists: Francesca Gould
The Official Guide to Body Massage: Adele O Keefe
Anatomy and Physiology Therapy Basics: Helen McGuinness

What breaks will I get throughout the day?

On daytime courses tea, coffee and biscuits are provided. We tend to have tea and coffee breaks throughout the morning whilst learning theory. There will be a strict 30 minute lunch break for students on full day courses. Please bring a packed lunch as there will not be time to go into town to purchase food. We do have a microwave, fridge and kettle for student use. On evening classes refreshments can be taken whilst partaking in theory work at the discretion of the Tutor. Evening classes allow for an induction/feedback period of time at the start of each session, so tea and coffee is often taken at this time and then students work through the remaining session.

What time do I need to arrive to class?

Please arrive 5 - 10 minutes prior to class commencing. Once we begin practical work on clients you may need additional time to prepare

How will I learn the practical treatments?

Be prepared to practise on each other in class. Each week you will be giving and receiving treatments – this is an important part of the learning process.

You must try and practise on friends and family every week. Ideally at least 2 treatments a week should be practised at home. eg: 2 facials, 2 manicures, 2 leg waxes etc.

You will be required to keep a reflective working journal and provide photos as evidence of your practise. Case studies will need to be completed. This will be explained to you in class once you learn each technique.

Be prepared to live, breathe and eat Beauty Therapy throughout your chosen fast track course. It is intensive, hence we cannot stress enough that you manage your study time efficiently.

What support can I expect?

We are here to support you throughout your studies. If you ever have any queries about coursework please request to see your Tutor at the beginning or end of the session on a one to one basis. If you ever have any issues with the School then we are adamant that you contact the Principal Anita Hayman.

Once the duration of the course is complete there is a 'safeguarding' period of time before the external examination date to prepare students. We provide mock exams, revision tutorials and work experience at the Schools discretion which students are requested to partake in.

What happens for the Examination?

You will be prepared for your CIBTAC Exam. We hold Sussex Beauty Training School Assessment Exams approximately 2 weeks prior to the CIBTAC Exam. We will award our own grade either Pass, Credit or Honours and provide a Certificate.

CIBTAC Exams include a multiple choice theory paper. On completion of the theory Exam there is a 30 minute break and then practical Exams commence. Please see all our Examination times and criteria listed in our syllabus.

You receive your CIBTAC results and certificate within a 6 week time frame after your exam.

Please note due to the recent amendments to the national occupational standards there will be changes to our current syllabus. The names of our listed qualifications may vary.

If you need any further information about CIBTAC you can visit their website: www.cibtac.com

We can be contacted on: Tel: 01444 233060 Email: enquiries@sussexbeautytraining.co.uk

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PRE INTERVIEW QUESTIONNAIRE

Please indicate which courses you are applying for:

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These courses need commitment to study **theory and practical** work.
Punctual arrival and attendance of no less than 90% are a course requirement
Please include an up to date C.V.

Please complete form fully and continue on further sheets if required

Name:

Address

Telephone No. (including daytime, evening and mobile)

Email.....

Do you have any childcare or caring commitments ?.....
(If yes, please answer question 2)

Do you have arrangements organised to cover your caring/childcare commitments to enable you to attend the course and carry out coursework ?

Do you work full or part time ? (Please indicate which and give details of your role at work/occupation)

Do you have any previous experience relevant to this course ?

Please list your qualifications

Why do you want to study this course ?

What are your personal qualities that you feel are suited to a profession in the Health and Beauty Industry ?

Do you need support in literacy or have any special requirements to enable you to complete the course ?.....

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PROPOSED LESSON OUTLINE

Covering Level 2 Beauty Therapy and Level 3 Electrical Facials Plus modular learning covering Nail Treatments and Waxing.

(Subject to change at the discretion of the school)

Mondays 9.30 - 2.30 (Includes one 20 minute break)

There will be a break for the Christmas Holiday and a 1 week break at Easter, dates TBC at the start of the course

DATE	SUBJECT
Week 1	Induction on Health & Safety Skin Cleansing
Week 2	Health & Safety Contra Indications The Cell. Skin Cleansing
Week 3	<i>Waxing Session 1</i> The Skin. The Hair. Waxing theory & practical
Week 4	<i>Waxing Session 2</i>
Week 5	Anatomy & Physiology - The Skeleton Intro to Facial Massage
Week 6	A & P The Muscles. Blood and Lymph Facial Massage
Week 7	Face Masks. Skin Analysis
Week 8	<i>Waxing Session 3</i> Waxing re visit. Assignments due in
Week 9	Re visit of A & P Complete Facial practical
Week 10	<i>Nail Treatments Session 1</i> Manicure theory and practical
Week 11	<i>Nail Treatments Session 2</i> Pedicure and theory and Practical
Week 12	Tutorials and Clients
Week 13	<i>Waxing Session 4</i> SBTS Assessment for Waxing and Facials Eye Treatments Theory and Practical
Week 14	<i>Nail Treatments Session 3</i> Pedicure and theory and Practical
Week 15	Practical only

DATE	SUBJECT
Week 16	Cosmetic Science Eye Treatments and Facial re visit
Week 17	<i>Nail Treatments Session 4</i> Manicure/Pedicure re visit A&P Nervous system
Week 18	<i>Electrical Facial (EF) Session 1</i> Electrical Science. High Frequency
Week 19	<i>Nail Treatments Session 5</i> Manicure/Pedicure assessment
Week 20	<i>EF Session 2</i> Galvanic and High Frequency Theory and Practical
Week 21	<i>EF Session 3</i> Faradism and Vacuum Suction Theory and Practical
Week 22	<i>EF Session 4</i> Micro current and Microdermabrasion Electrical facial practical
Week 23	<i>EF Session 5</i> Eye Treatments assessment Electrical facial practical
Week 24	Practical for all courses
Week 25	Practical for all courses
Week 26	Practical for all courses
Week 27	Practical for all courses
Week 28	CIBTAC EXAMINATION

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PROPOSED LESSON OUTLINE

Covering Body Massage and Anatomy and Physiology

(Subject to change at the discretion of the school)

2013 Fridays 9.30 - 2.30 (Includes one 20 minute break)

DATES	SUBJECT
Week 1	A&P and Body Massage theory and Practical
Week 2	A&P and Body Massage theory and Practical
Week 3	A&P and Body Massage theory and Practical
Week 4	A&P and Body Massage theory and Practical - Clients
Week 5	A&P and Body Massage theory and Practical - Clients
Week 6	A&P and Body Massage theory and Practical - Clients
Week 7	A&P and Body Massage theory and Practical - Clients
Week 8	A&P and Body Massage theory and Practical - Clients
Week 9	A&P and Body Massage theory and Practical - Clients
Week 10	A&P and Body Massage theory and Practical - Clients
Week 11	A&P and Body Massage theory and Practical - Clients
Week 12	A&P and Body Massage theory and Practical - Clients
Week 13	Mock Exam / SBTS assessments
Week 14	Revision and Practical - Clients
Week 15	CIBTAC EXAM TBC