



Thank you for booking the **Face and Body Waxing/Sugaring Course**.

If you do not hold any Level 2 (or equivalent) beauty Anatomy and Physiology qualifications, please read the Theory manual.

Please note: Students work on each other, if there is any reason why you feel you cannot be a recipient of the treatment then you must let us know.

Non-refundable deposit of 50% payable on booking. Payment in full if booked 7 days or less before the course date. Balance payment will be taken from your credit/debit card on the last working day (working days are Mon-Fri) before your course date. Please see T&Cs on our website for more information. www.dragonflyacademy.co.uk/t-cs/

The venue

Dragonfly Nail and Beauty Academy, Vichy House, 264a Monkmoor Road, Shrewsbury, Shropshire, SY2 5ST
Please see directions on the next page.

As you will be working on each other during the course please have a few weeks hair growth on your face and body.

There will be tea, coffee, water and biscuits provided throughout the course. There are shops around where lunch can be bought but you can bring your own if you prefer.

If you require any further information, please do not hesitate to call us on 01743 354800/
07974 300139.

Kind Regards

Donna

Donna H Law
CEO

Venue Directions

Dragonfly Nail and Beauty Academy

Vichy House
264a Monkmoor Road
Shrewsbury
Shropshire
SY2 5ST

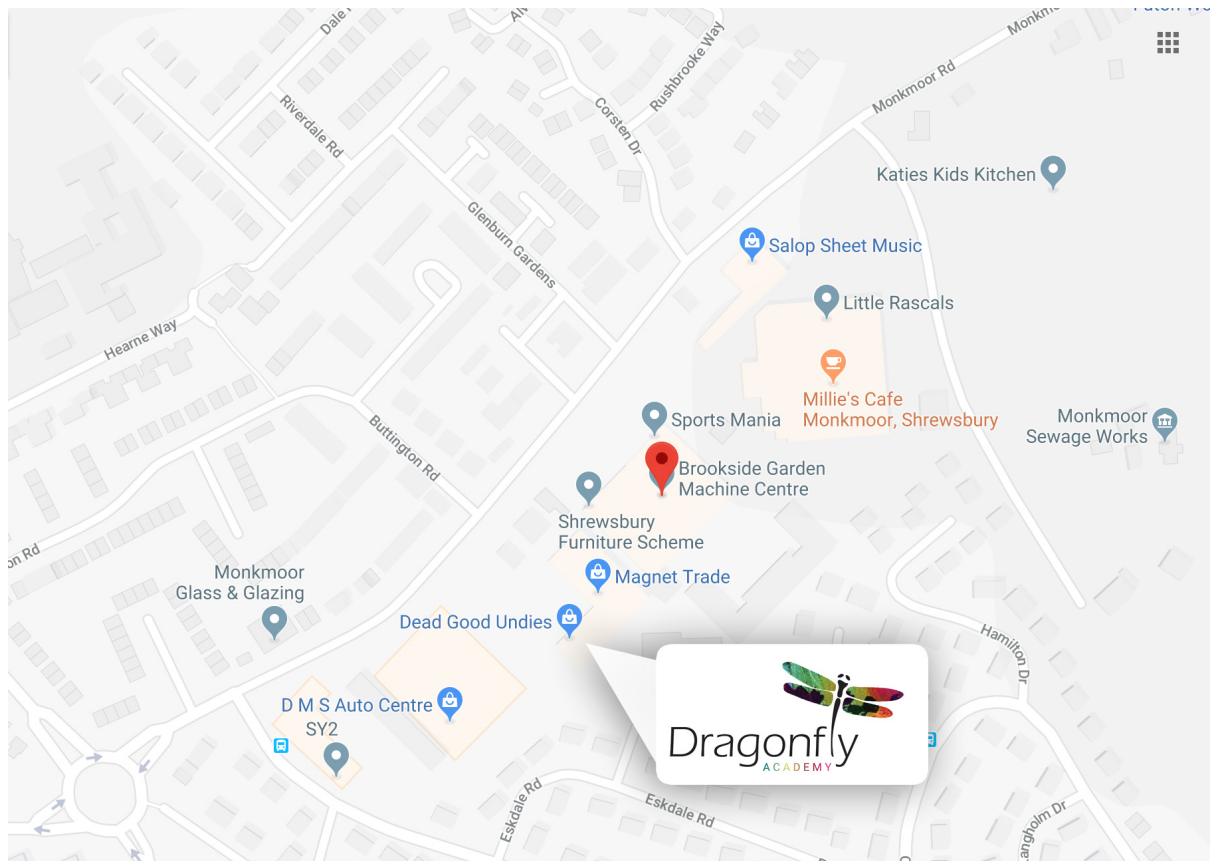
Satnavs do not find the exact building.

Please follow signs for Magnet Kitchens. Once you are in the car park look for the tall building with green window frames. Parking is free.

Pre-Course Phone Line: 01743 354800

ONLY AVAILABLE 30 MINUTES BEFORE COURSES START

Please call this number if you need help finding us for your course





Face & Body Waxing/Sugaring Course

Pre course reading

Section 1 - Salon skills

If you are offering waxing/sugaring treatments as a service in your growing business, and be recognised as a good industry professional you will need to develop your salon skills. Some of these skills may seem obvious and easy to achieve, however you would be surprised how many beauty therapists spoil what would be otherwise be an excellent treatment by a lack of attention to salon or personal detail. The next few paragraphs will outline some important points to ensure the service you offer your clients has the 'wow' factor so that they return to you again and again.

Attitude and personal appearance will most likely be the first thing your client judges you on. Make sure you are wearing a clean uniform. Even if you are a mobile therapist it is not professional turning up at a client's home in jeans and a T shirt. This may seem an old fashioned view, however a freshly laundered uniform, or at the very least a tabard speaks volumes about you. Ensure your hair is clean and tidy, tied back if long and your nails are always clean and well groomed.

Your surroundings if you work in a salon need to be pristine, clean bed roll on the couch for each client, and the table, trolley, and floor, waste bins etc should be wiped during the day if necessary and always disinfected at the end of each day. If mobile make sure your kit is always clean and tidy, try to invest in a professional box to contain your products and equipment. Be prompt for your appointments and be well prepared for your client's treatment, with everything you need to hand.

Section 2 - Health and Safety

Waxing/sugaring treatments are another service for the salon or therapist and you must apply all H & S regulations- your Dragonfly Unit 1 is a good reference point for this. Highly relevant H & S for application in Waxing/Sugaring Treatments;

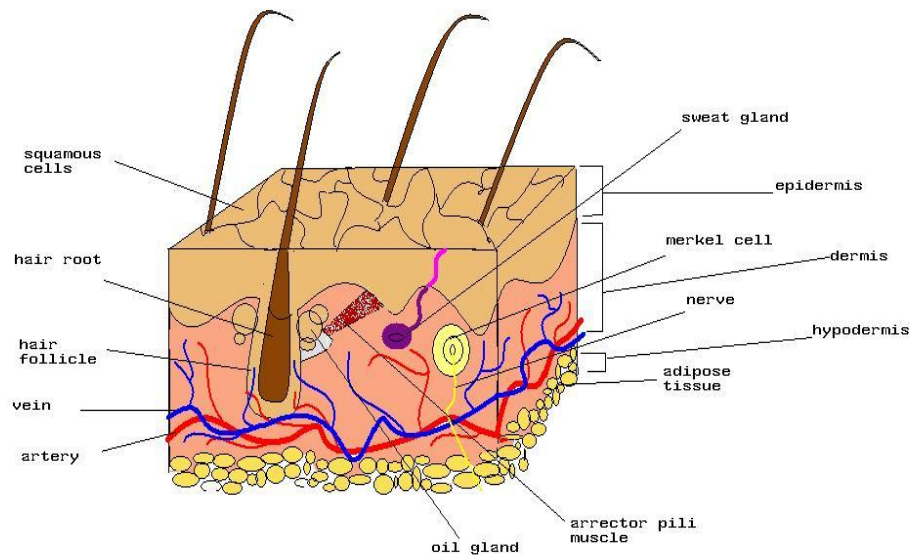
- Washing hands before working on a client
- Always read the MSDS or COSHH sheets
- Sanitise eye area
- Clean bed roll
- Clean towels, washed at least 60 degrees
- PAT testing for your electrical equipment, ensure no trailing wires, check plugs and fuses
- Check for all contra indications (something that may stop or make you adapt the treatment).
- Encouraging the client to find a comfortable and relaxed position that permits access and minimises the risk of injury to you and the client.
- Wearing suitable personal protective equipment for the treatment/service
- Lighting
- Heating
- Ventilation
- General Comfort
- Tip unwanted liquids onto absorbent tissue and dispose of safely.
- Most health and safety is a matter of common sense. Remember never to put yourself, your client or those around you at risk.

Section 3 – Anatomy and Physiology

The Structure of the Skin:

The skin is composed of the following layers:

1. Epidermis - superficial layer of stratified epithelium
2. Dermis or Corium – a lower layer of firmer connective tissue



Epidermis:

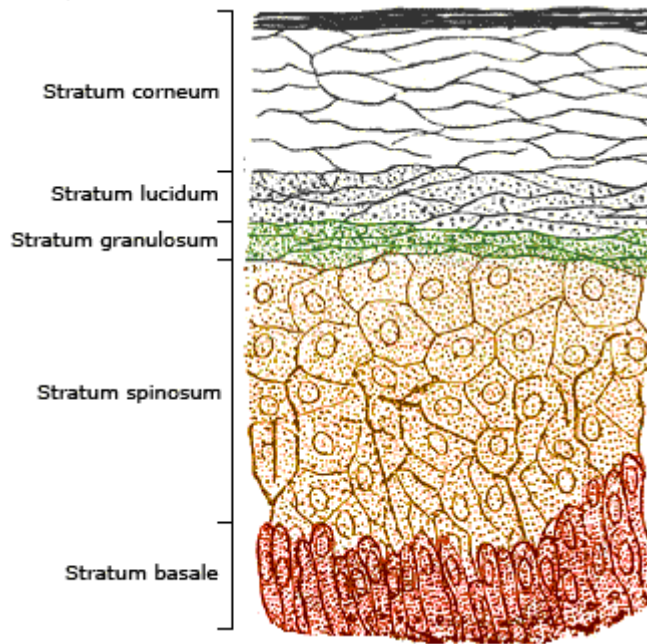
The Epidermis is subdivided in five layers which are called:

Stratum Corneum:

1. Stratum corneum - outer dead, horny layer
2. Stratum lucidum – cells made of clear protoplasm
3. Stratum granulosum- cells containing granules believed to be the initial stages of keratin formation

Living Stratum:

1. Stratum spinosum -prickle layer consisting of different shaped cells held together by short, thorn like processes
2. Stratum germinativum, basal layer composed of cylindrical cells which rectangular nuclei which reproduce quickly and continually replace the more superficial layers. Some cells are known as melanoblasts which do give some protection from UV light.



STRATA OF THE EPIDERMIS

Hair shafts and ducts for sweat glands pass through all the layers of the epidermis. The epidermis provides a continual process of cell renewal. New plump cells flatten and break down as they move up to the surface where they are shed. This process is known as "Keratinisation" which is due to the presence of the protein "Keratin".

Dermis:

The Dermis comprises white fibrous tissue with yellow elastic fibres interlaced through. It is made up of blood vessels, lymphatics, nerves, tactile corpuscles and hair follicles. There are two layers - the "Papillary Layer" and under that the "Reticular Layer".

There are six functions of the skin, which are:

1. Sensitivity
2. Absorption
3. Protection
4. Elimination
5. Heat Regulation
6. Secretion

1. Sensitivity:

The skin contains nerve endings which act as a warning system in regard to heat, cold, pain, pressure, etc.

2. Absorption:

The hair follicles, the sebaceous gland opening, and the skin are able to absorb, penetration can be affected by the health and condition of the skin.

3. Protection:

The stratum corneum protects the body against its environment. The structure, rate of replacement and physical repair properties of the outer layer protect against bacterial invasion and minor injury. The skin is waterproof and contains body fluid whilst preventing. Entry of large quantities of fluid through the epidermis.

4. Elimination:

Sweat is eliminated from the skin to aid heat regulation.

5. Heat Regulation:

Through dilation of superficial blood capillaries, surface heat is lost and body temperature reduced. This, together with perspiration, which cools on the skin's surface, reduces discomfort. To retain heat, blood vessels constrict which slows the blood", giving it a blue appearance due to the loss of oxygen. Erector pili muscles can cause upstanding hair to trap air close to the surface to keep heat in.

6. Secretion:

Sebaceous secretion (sebum) and perspiration help to keep the skin supple and intact. They have a bacterial and fungicidal effect.

Waxing/Suagring Contra-indications

The following conditions may prevent you from being able to be wax your client, owing to health and hygiene considerations. For some conditions, you may need a doctor's note.

Bacteria Infections

Impetigo

A small patch of reddening of the skin that becomes a cluster of white blisters which turn yellow. A highly contagious infection which requires antibiotics.

Sty

Inflammation of the eyelid, often the upper lid. It is caused by an infection in the hair follicle, swelling, redness and can be painful. Scratching or rubbing the area may cause the infection to spread.

Boils

An infection of the hair follicle caused by the staphylococci bacteria. Inflammation occurs with pus formation.

A doctors note will be required if you have one of the above conditions due to cross infection.

Viral Infections

Cold Sore (Herpes Simplex)

A highly contagious blister normally found around the lips of the mouth. The infection should clear with in two weeks. A doctor's note is not needed.

Conjunctivitis

Itchy sore eyes/eye which weep green fluid during sleep. Antibiotics normally required. A doctors note will be required due to cross infection.

Genital Warts

A hard rough 'lump' which varies in size. Highly contagious if open and weeping. A doctors note is required due to cross infection. If having intimate waxing, Vaseline should be put on the warts providing they are closed, you cannot wax over warts.

Shingles

Caused by the chicken pox virus (Herpes Zoster). If you have shingles it is advised not to have waxing until the infection has passed.

Fungal Infections

Ringworm

Can affect various parts of the body, large red scaly or inflamed itchy areas of skin. Highly contagious and unable to wax until infection has cleared.

Scabies

Caused by a parasite and is highly contagious. A doctor's consent will be required when infection has cleared.

Lice

Head, body and pubic areas. Infestation of the hair and clothes by tiny insects which suck the blood. Intense irritation which makes the suffer scratch constantly. Doctors consent needed once infection has cleared.

Miscellaneous

Bruising, cuts and abrasions

These can be painful whilst having waxing and could cause further damage or hinder the natural healing process. A doctors note will be required. If cuts/abrasions are open/weeping it can lead to cross infection.

Allergies

You will need to know if there are any allergies that may be triggered by the ingredients in the wax.

Operations/Recent scar tissue

You would need to wait 6 months before waxing over scar tissue. This is so the natural healing process takes place as waxing could interfere with the healing process which would be painful.

Skin Disorders

Psoriasis

Patches of skin with red raised areas and silvery scaly skin which can become infected. The body makes new skin far too quickly for the skin to cope causing this condition. Open or weeping psoriasis can cause cross infection, making it unable to wax. A doctor's note is required.

Eczema

A red raised rash which is itchy and cracks can bleed and weep. Varies with each individual. Unable to wax with open sores. A doctor's note is required.

Raised and hairy moles

Unless moles are inflamed, swollen or weeping, there are no problems waxing over them.

Medication

A doctor's note is required if medication is taken for the skin. i.e Retin A, Accutane, Steroids or any other medication which can thin the skin, as waxing could tear the skin.

Section 4 – Hair Growth and Methods of Removal

THE CYCLE OF HAIR GROWTH

- In order to understand the efficiency of hair removal treatments or **depilation**, we need to look at the cycle of hair growth a little more closely. Individual hairs have their own cycle of growth and removal. Below is an explanation of the different stages:
- **Anagen** This stage of the cycle can last from a few months to several years. It is the active growing stage where a rich blood supply is present at the **papilla**. The hair germ cells reproduce and form the hair bulb which develops into the hair growing up the follicle. The average rate of growth for hairs is 1/2" per month.
- **Catagen** This stage of the cycle is the transition stage from active to
 - Resting on average, this stage lasts from 2 – 4 weeks. The
 - hair stops growing, the bulb becomes detached from the
 - Papilla and the hair begins to move gradually up the follicle.

- **Telogen** This stage of the cycle is the resting stage. Generally it does
 - not last long, and soon a replacement hair will start to grow at
 - the base of the follicle and the cycle will start again.

HAIR STRUCTURE AND CYCLE OF HAIR GROWTH

- The hair is a dead structure composed of the protein substance **keratin**
- It grows from a tube like depression called the **follicle**
- At the base of the follicle is the **papilla** which receives the blood necessary for growth
- Each follicle has its own growth and replacement cycle. The length of the cycle varies from person to person and area to area
- Each individual hair is composed of 3 layers. The **cuticle**, the **cortex** and the **medulla**
- Terminal hairs grow where they are needed for protection for example around the eyes and in the pubic area. The eyelashes help to prevent dust, dirt and other foreign bodies entering the eyes and the eyebrows help to prevent sweat running into the eyes and also act as protection for the brow bone.

**You are now all ready for your practical training.
We are looking forward to seeing you.**