



Cosmetology

Work-Based Activities/Instructional Plan

2026 - 2027

MISSION STATEMENT:

The Mission of ABC Adult School is to provide quality education to our diverse community with meaningful opportunities for success in career, academic, and personal goals.

VISION STATEMENT:

Students will develop confidence and self-reliance as they aspire to reach their full potential in life-long learning. We will cultivate our students' desire for learning, and encourage them to try new and exciting challenges by giving them a solid foundation to build on.

OBJECTIVE

The Cosmetology work-based learning experience provides essential knowledge and hands-on training in five key areas: skin care, nail services, hair services, and business skills. Students practice safe techniques for using chemicals and products, with a strong focus on infection control, client safety, and salon best practices. Training includes working with mannequins and real clients to build confidence and practical skills.

The work-based learning prepares students to:

- Develop basic technical and manipulative skills with actual clients.
- Apply proper safety and hygiene procedures.
- Build strong work habits and a professional attitude.
- Achieve entry-level job skills and state licensure.
- Gain valuable experience for employment in cosmetology.
- Work with confidence in a safe and personal manner.
- Prepare students for the California State Board of Barbering and Cosmetology licensing exam.

LEARNING EXPERIENCES

Cosmetology students gain real-world experience by working directly with clients, providing services in skin care, nail care, chemical hair services, and hair cutting, while also learning basic business skills. Students practice safe, effective techniques, including proper use of chemicals and products, while applying infection control and client protection standards.

Through hands-on training with live clients and mannequins, students develop:

- Technical skills in hair, skin, and nail services on actual clients.
- Professional communication and customer service abilities.
- Business skills for salon operations in a real-world setting.
- Safe work practices and proper hygiene procedures.

These experiences prepare students for entry-level positions, state licensure, and future employment in cosmetology or related fields.

COMPETENCIES

Competencies Achieved by Cosmetology Students to develop ability and proficiencies in the following areas:

- Technical Proficiency
 - Perform hair, skin, and nail services using correct techniques.
 - Safely handle chemicals and products with proper mixing, application, and disposal procedures.
- Infection Control & Safety
 - Apply state-mandated sanitation, disinfection, and client protection protocols as required.
 - Maintain a safe and hygienic salon environment.
- Professional Skills
 - Communicate effectively with clients and colleagues.
 - Demonstrate professionalism, punctuality, and appropriate workplace behavior.
- Business & Client Relations
 - Understand the basics of salon operations and business practices.
 - Practice client scheduling, consultation, and service documentation.
- Preparation for Licensure & Employment
 - Build the skills and knowledge required to pass state board exams.
 - Develop habits and attitudes for entry-level employment in cosmetology or related fields.
- Hands-on Experience with Real Client Needs
 - Adapting techniques to individual hair, skin, and nail conditions.
- Client Consultation Skills
 - Learning to assess needs, recommend services, and explain procedures.
- Confidence and Efficiency
 - Practicing real-time problem-solving and time management in a salon setting.

- Customer Service and Professional Etiquette
 - Building rapport, ensuring client comfort, and managing expectations.
- Practical Application of Safety and Sanitation
 - Reinforcing infection control and safety practices in authentic situations.

EVALUATION

Instructors evaluate students through a variety of different forms:

- Observation during work-based activities, such as hair services, chemical use, facials, manicuring, skin, and nail services.
- Written exams (weekly or biweekly) based on theory and learning experiences.
- At the end of each module (Skin Care, Nail Care, Haircutting and Styling, Chemical Hair Services, and Business Skills), practical “hands-on” performance tasks performed on mannequins are assessed by the instructor, reflecting the knowledge gained.

Individuals Responsible for Guiding and Overseeing Students' Learning Experiences and Written Evaluations

Instructors guide and oversee students' learning experiences and provide written evaluations of their progress. The instructors are licensed cosmetologists through the California State Board of Cosmetology and Barbering.

ANNUAL REVIEW

The school's administration and CTE instructors conduct an annual review of this plan.

Program Review	Date	Administrator; Confirming Plan Review
Cosmetology Review/Revision	8/5/2025	<i>JEFF HEILIG</i>
Cosmetology Review/Revision	8/27/2026	<i>JEFF HEILIG</i>

