



Guide to Gateway 2024

Barbering, Beauty
and Hairdressing

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About HITO

HITO specialises in apprenticeships in hairdressing, barbering and beauty therapy.

We support business owners, trainers, and apprentices in these industries throughout the apprenticeship journey. An apprenticeship is the smart way to gain a New Zealand qualification.

About Gateway

HITO's Gateway programme is a great way for secondary school students to experience first-hand what it's like to work in the hairdressing, barbering or beauty therapy industries.

HITO offers three work-based programmes and four theory-only programmes.

Find out more
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HITO Gateway Programme

HITO's Gateway programme gives secondary school students the opportunity to experience what it's like to work in the hairdressing, barbering or beauty therapy industries.

Students get to experience life in the workplace, and are given the opportunity to make an informed decision about their career.

They can also achieve NCEA credits at Level 2 and 3.

HITO offers 3 work-based Gateway programmes:

- Hairdressing (22 credits)
- Beauty Therapy (20 credits)
- Barbering (20 credits)

HITO offers 4 theory only Gateway programmes:

- Hairdressing Level 2 (20 credits)
- Hair and Beauty Level 2 and 3 (20 credits)
- Hairdressing Level 2 (7 credits)
- Beauty Therapy Level 3 (10 credits)

The work-based programme involves spending one day per week in a barbershop, beauty clinic or salon environment. This time can be spread through the year or completed during term breaks. There is a minimum requirement of 10 days in the workplace to complete this programme.

Gateway work-based programmes require students to have a placement before they can take part. The workplace must have someone qualified to supervise the student - it doesn't have to be the owner - it can be any qualified member of staff.

Gateway students often go on to find successful employment as an apprentice. You can find out more about apprenticeships on page 12.

How it works



The school contacts HITO.



HITO sends a Memorandum of Understanding (MOU) and enrolment forms to the school. The school signs the forms and returns it to HITO.



For work-based programmes, the school finds a placement. HITO Sales and Training Advisors may be able to assist if they know of an employer seeking a Gateway student.



HITO sends training materials to the school.



The student works through the units contained in the workbooks.
For the work-based programmes, there are a mixture of theory and practical components to complete.



When a student completes a unit, the Gateway Coordinator sends a copy of the assessment portion to HITO for marking.



A HITO Industry Marker will mark the units.



HITO will register the units with NZQA.
HITO sends the school a “Confirmation of Achievement”.



Once all units are achieved the student is awarded a certificate of achievement by HITO.



Hairdressing work-based Programme

Hairdressing Gateway students learn a variety of practical skills within a salon environment. Students spend time in a salon environment learning practical skills to support the theory learning. This time can be spread throughout the year or completed during term breaks.

There are six units (22 credits) to achieve:

Unit		Level	Credits
21940	Demonstrate knowledge of workplace requirements for employment in salon	2	5
28025	Demonstrate knowledge of the client journey in a salon	2	2
21938	Converse and interact with clients and operators in a salon environment	2	3
21937	Assist an operator in a salon environment	2	4
21935	Maintain order and supplies in a hairdressing or barbering salon environment	2	5
28026	Present a personal fashion image for work in a hairdressing salon environment	2	3

Gateway students receive training materials with information on the practical and theory tasks involved in gaining each unit.

After completing, students can find an apprenticeship in hairdressing.



Beauty Therapy work-based Programme

Beauty therapy Gateway students learn a variety of basic beauty skills, including maintaining product stock, assisting senior operators, and presenting themselves suitably in the workplace. Students spend time in the clinic learning practical skills. This time can be spread throughout the year or completed during term breaks.

There are six units (20 credits) to achieve:

Unit		Level	Credits
21940	Demonstrate knowledge of workplace requirements for employment in salon	2	5
28025	Demonstrate knowledge of the client journey in a salon	2	2
27639	Apply knowledge of basic beauty concepts to maintain personal presentation for a commercial beauty salon	2	3
21938	Converse and interact with clients and operators in a salon environment	2	3
27637	Maintain order and supplies for a commercial beauty salon	2	4
27638	Provide client service and care and assist the operator to prepare for service in a beauty salon environment	2	3

Gateway students receive training materials with information on the practical and theory tasks involved in gaining each unit.

After completing, students can find an apprenticeship in beauty therapy.



Barbering work-based Programme

Barbering Gateway students learn how to assist with a variety of basic barbering tasks and how to be a productive barbershop employee. Students spend time in the barbershop learning practical skills to support the theory learning. This time can be spread throughout the year or completed during term breaks.

There are six units (20 credits) to achieve:

Unit		Level	Credits
21940	Demonstrate knowledge of workplace requirements for employment in salon	2	5
28025	Demonstrate knowledge of the client journey in a salon	2	2
21938	Converse and interact with clients and operators in a salon environment	2	3
21935	Maintain order and supplies in a hairdressing or barbering salon environment	2	5
19808	Select and maintain barbering tools and equipment	3	4
21936	Protect the client for hairdressing services in a salon environment	2	1

Gateway students receive training materials with information on the practical and theory tasks involved in gaining each unit.

After completing, students can find an apprenticeship in barbering.



Theory Only Gateway Programmes

For theory-only Gateway programmes, no work placement is required.

These programmes give the student the opportunity to earn NCEA credits and learn about our industries.

There are two options, a full 20 credit programme or a reduced credit programme for those students requiring only 7 or 10 credits.

HITO offers 4 theory only Gateway programmes:

- Hairdressing Level 2 (20 credits)
- Hair and Beauty Level 2 and 3 (20 credits)
- Hairdressing Level 2 (7 credits)
- Beauty Therapy Level 3 (10 credits)



Hairdressing Theory

There are four units (20 credits) to achieve:

Unit		Level	Credits
2891	Demonstrate knowledge of hair fashion over time	2	5
2873	Demonstrate knowledge of trichology	2	8
25439	Demonstrate knowledge of sustainability concepts of a salon	2	2
21940	Demonstrate knowledge of workspace requirements for employment in salon	2	5

Hairdressing and Beauty Theory

There are five units (20 credits) to achieve:

Unit		Level	Credits
27644	Demonstrate knowledge of makeup and design theory	3	4
28844	Demonstrate knowledge of professional behaviours and legal requirements for a salon	3	3
27645	Demonstrate knowledge of the structure and functions of the face, and of facial skin types and conditions	3	6
2891	Demonstrate knowledge of hair fashion over time	2	5
25439	Demonstrate knowledge of sustainability concepts of a salon	2	2



Hairdressing Theory - Reduced Credit

There are two units (7 credits) to achieve:

Unit		Level	Credits
2891	Demonstrate knowledge of hair fashion over time	2	5
25439	Demonstrate knowledge of sustainability concepts of a salon	2	2


Beauty Theory - Reduced Credit

There are two units (10 credits) to achieve:

Unit		Level	Credits
27644	Demonstrate knowledge of makeup and design theory	3	4
27645	Demonstrate knowledge of the structure and functions of the face, and of facial skin types and conditions	3	6

Hear from HITO Apprentices



 @trims_and_tings

ANTONIO EGUSQUIZA- ARANA

Antonio started his barbering career after being inspired by videos on social media, buying some clippers and giving it a go on himself.

As an apprentice, Antonio learned the basics of reception and front-of-house duties, before being on the tools. He developed a great work ethic being in a real working environment and learned valuable skills from senior barbers on the floor.

“The more fun you have while providing a service, the less it feels like a job,” says Antonio. “The customer experience is the most important – to make people look and feel great when they leave the barbershop.”

Looking ahead, Antonio hopes to one day open his own barbershop and pass on his knowledge to the next generation of barbers. “Be reliable and committed to the craft, as there is lots to learn and it will reward you.” In 2021, Antonio took out the coveted Barbering Apprentice of the Year award, a testament to his ambition and drive to succeed in the industry.

“The more fun you have while providing a service, the less it feels like a job” – ANTONIO

EMMA PETERSON

 @beauty_by_emx



Emma started her beauty therapy apprenticeship by chance. She was helping her future boss by filling in for a few days on the reception desk, and the drive and work ethic she showed opened a new door into a career as a beauty therapist.

"An apprenticeship is a great way to get into the industry," says Emma. "You get to learn from the ground up how the industry and clinic run. You get paid to learn and are left with a job at the end!"

Now fully qualified, Emma believes that having a qualification under her belt at a young age is a testament to the hard work and effort that is involved in the training. "It shows that clients can trust me". Throughout her apprenticeship, Emma discovered a passion for the industry, and her commitment to training saw her win 2021 Beauty Therapy Apprentice of the Year.

DANIELLE CRAWFORD

 @detangledbydani



Danielle loves that her job allows her to be creative and engaged every day as a hairdressing apprentice. "The salon environment is one of the most supportive, creative and exciting workplaces," says Danielle.

Now in the second year of her apprenticeship, Danielle has appreciated the hands-on training she has received as an apprentice.

"I get to witness how a salon functions, which has allowed me to learn quickly and efficiently while maintaining a healthy work and study balance."

To future apprentices, Danielle says "Don't be scared to take the first step. The industry is full of people who are dedicated to nurturing your growth and helping you succeed."

HANNAH BURTON

 @hairbyhannahburton



Hannah wanted a career where she could help people, and starting a hairdressing apprenticeship was the perfect choice. Learning in a hands-on, supportive environment proved to be the right step for Hannah, who is close to completing her final assessment and gaining her qualification.

"Being qualified shows your dedication to your work and your clients," says Hannah. "If you put in the hard work during your apprenticeship, you will reap the rewards."

In 2021, Hannah was the recipient of the Jasmine McBeth Memorial Scholarship. She tells future apprentices to be proud of who they are, where they have come from, and to involve themselves in the industry. "I love the inclusivity of the industry; everyone is family and we all work together to educate one another."

BRADLEY PROCTOR

 @barberbrad_



For **Bradley**, taking the leap in to an apprenticeship was an easy choice. Interested in developing his barbering skills and getting qualified, a HITO apprenticeship allowed him to work in a real barbershop and learn at the same time.

As the winner of 2020 Barbering Apprentice of the Year, Bradley showed wisdom beyond his years, a strong journey and the understanding of what it takes to be a great barber. Bradley believes this achievement wouldn't have been possible without the support of his workplace, who pride themselves on employing fully qualified barbers.

Now a fully qualified barber himself, Bradley believes an apprenticeship is a no brainer. "Just do it! Develop your skills and gain an internationally recognised qualification at the same time."



Apprenticeships

Apprentices are employed and paid by the business they work for. Once the business employs the apprentice, they can sign on with HITO to become an apprentice. Apprentices train with a qualified trainer and HITO supports the apprentice and the trainer throughout the qualification.

An apprenticeship is the smart way to get qualified. You:

- Train on the job and work with real clients. Your trainers will be qualified industry professionals.
- Get paid to learn.
- Start anytime throughout the year.
- Learn the right skills required by the industry, ensuring you will be in demand.
- Gain a recognised tertiary qualification.

Beauty Therapy

Takes approximately two years to complete. You learn about the anatomy and health theory and all the beauty therapy skills to become a qualified professional, including consultation procedure, skincare, waxing, nail treatments and eyebrow tinting.

Upon completion, the apprentice receives the New Zealand Certificate in Beauty Therapy (Level 4).

Barbering

Takes approximately two years to complete. You learn the technical skills required to become a qualified professional, such as client consultation, trichology, cutting, beard and moustache skills. You'll learn business and commercial skills required to run a barbershop.

Upon completion, the apprentice receives the New Zealand Certificate in Commercial Barbering (Level 4).

Hairdressing

Takes approximately three and a half years to complete. You'll learn the technical skills required to become a qualified professional, such as client consultation, cutting, colouring, fashion and treatment skills.

Upon completion, the apprentice receives the New Zealand Certificate in Hairdressing (Professional Stylist) (Level 4).



What makes a successful Gateway student?

- ✓ Creative
- ✓ Friendly
- ✓ Able to work in a fast-paced environment
- ✓ Hands-on
- ✓ Reliable
- ✓ Eager to learn
- ✓ Interest in trends/fashion
- ✓ Hard working

For more details on apprenticeships and fees please contact HITO on **04 499 1180** or email **support@hito.org.nz** or visit our website: **www.hito.org.nz**

**Want to
know more
about Gateway?**

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or email support@hito.org.nz
for more information.



www.hito.org.nz