



Donatona Academy & Spa

Beauty Prospectus 2016

Part Time & Modular Training Programs

The key to my Success is not only the experience I have gained by fulfilling the needs of the industry for the past 21 years but my ever changing dynamic approach to education and the spa industry.

I take a modern approach in keeping up with current trends to ensure we continually meet the needs of the Industry and our Customer.

I believe a personal approach is the key to building long term Relationships

“Educational excellence is the tool for a secure future”

Mission Statement

Exceed your expectations

You are Unique - Allow us to Embrace your Individuality

Vision

Commitment to Excellence

How to reach the Top – Start at the Bottom

The Possibilities are Endless

Philosophy

Change and Growth is Embraced

Extending our expertise to unexplored dimensions with our dynamic structure & approach to institute new ideas

Individual Learning Programs

Part Time & Modular Training programs provide the learner with flexibility and the ability to learn at your own pace and in your own time.

It provides a learning pathway to the full qualification.

The Modular training has been designed to assist learners to enter the Beauty Industry or therapists that are in full-time employment and wish to expand on their skills. The Training is ideal for the Cosmetic Retail Industry.

The Modular training consists of contact tuition with a practical and theory component as well as self study & self assessment.

Corporate Training & Retail Training

Corporate Wellness Training as well as Skincare & Make up Consultant Training with emphasis on Sales Skills and Retail Opportunities.

Training can be in house and tailored to the Companies specific needs.

Training is Ideal for Cosmetic Retail Companies, Cosmetic Direct Sales Companies and the Hospitality Industry.

Training can be aligned with an MOU with the relevant Seta as Skills Training / Community Up-liftment & assist with your BEE status.

Programs Offered

- Beauty Specialist Certificate
- Skincare and Eye Treatments
- Lash Extensions
- Threading
- Eyebrow Shaping & Lash Tinting
- Permanent Make up
- Facial Consultancy
- Make up Consultancy
- Waxing
- Manicure and Pedicure
- Make-Up
- Nail Technology
- Swedish Massage
- Spray-tan

Complimentary & Specialised

- Anatomy & Physiology
- Aromatherapy
- Reflexology
- Hot Stone
- Pregnancy & Baby Massage
- On Site (Stress Massage)
- Indian Head
- Sports Massage
- Spa Body treatments
- Nutrition (Level 1& 2)
- Nutrition Advisers (Level 1,2, 3)

Business

- Professional Conduct
- Front Desk Management & Retail Sales Workshop
- Spa & Business Management
- Teachers Training (Including Assessors)

Skills Programs & Workshops

- Personal Make up – Day Workshops
- Look out for monthly workshops and talks

Corporate Training & Wellness Training:

- TBA according to Training Needs
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Beauty Specialist Certificate

Course Duration: 6 Months

A comprehensive course covering both a theory and practical component which includes various individual modules combined in one certificate. This will provide the learner with the skills to open her own business or be employed by a salon/clinic.

Course Outline:

- Skincare and Eye Treatments
- Threading
- Waxing
- Manicure & Pedicure
- Make up
- Professional Conduct

Skincare & Eye Treatments

Course Duration: 10 Lessons

The course covers all aspects of theory and practical requirements to perform a facial treatment.

Course Outline:

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|---------------------------|-----------------------------------|
| • Applied Anatomy | • Cleanse & Deep Cleanse |
| • Cosmetology | • Facial Masks and their Uses |
| • Sterilisation & Hygiene | • Lash and Brow Tinting / Shaping |
| • Dermatology | • Facial Massage |
| • Skin analysis | • Skin Treatments |
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Lash Extensions

Course Duration: 4 Lessons

The latest look & trend in the industry especially within the bridal and special events make up arena, with individual lashes applied to each hair strand for a natural and glamorous look to any make up application.

Course Outline:

- Diseases & Disorders of the eye area
- Contra indications & Precautions
- Preparation & Set up
- Client Care & Professionalism
- Hygiene

- Eye Shapes
 - Practical Application & Techniques
 - Maintenance Techniques
 - Homecare & Aftercare
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Threading

Course Duration: 4 Lessons

The art of threading is an ancient technique for the removal of hair and is practised in Eastern Countries; it involves removing hair with a cotton thread. Some say it originated in the Middle East, others think it started in India.

In more recent times it has gained popularity in Western countries, particularly for the removal of Facial hair, including Eyebrows, Upper lip, Chin & Ears. It is extremely popular with both Men & Woman

It is a simple, effective & relatively painless technique which lasts longer than waxing.

Facial Consultancy

Ideal for Retail Store Consultants, Direct Sales Consultants & Make up Artists

Course Outline:

- Preparation & Set Up
 - Client Consultation, Record Card & Skin Analysis
 - Cleansing & Deep Cleanse
 - Masque application Removal & Types of Masques & their uses
 - Moisturiser Selection & Application
 - Sales Techniques & Homecare advice
 - Hygiene and Sterilisation
 - Client care
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Make up Consultancy

Course Duration: 10 Lessons

Ideal for Retail Store Consultants, Direct Sales Consultants & Professional Make Up Artists

Course Outline:

- Prepare Make-up work station
- Client Consultation, Record Card & Skin Analysis Contra-indications are determined
- Basic Highlighting, Shading & Correction techniques according to Face Shape

- The Make-up design is discussed as well as personal preference & Occasion
 - Make up Application for Day, Evening, Bridal, Photographic & Ramp
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Waxing

Course Duration: 10 Lessons

A comprehensive course in hot and cold wax methods and covers both Theoretical & Practical knowledge including;

Course Outline:

- Applied Anatomy & Physiology
 - Client Care Consultation & Set Up
 - Wax Formulations & Their Benefits & Uses
 - Contra Indications & Precautions
 - Wax Procedures (All Areas)
 - Treatment Planning & Homecare
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Manicure & Pedicure

Course Duration: 10 Lessons

Course Outline:

A comprehensive training program in manicures and pedicures as well as specialised Spa Treatments.

- Applied Anatomy & Physiology
 - Client Care, Consultation & Set up
 - Hygiene & Sterilisation
 - Contra Indications & Precautions
 - Manicure & Pedicure Techniques
 - Specialised Manicure & Pedicure
 - Male Manicure & Pedicure
 - Aftercare & Homecare Advise
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Make-up

Course Duration: 10 Lessons

The Course covers the Theoretical and Practical aspects of makeup application for all occasions as well as latest trends & Techniques

Course Outline:

- Prepare Make-up work station
- Client Consultation, Record Card & Skin Analysis Contra-indications are determined
- Basic Highlighting, Shading & Correction techniques according to Face Shape
- The Make-up design is discussed as well as personal preference & Occasion
- Make up Application for Day, Evening, Bridal, Photographic & Ramp
For both Ethnic & Caucasian skin types

Nail Technology

Course Duration: 10 Lessons

Nail Technology is an extremely rewarding and profitable skill. This is an extremely popular treatment. Therapists can combine various skills and specialize in Brides and Special Events.

Why not Free Lance and specialize by combining with Makeup, Lash Extensions and Threading.

Course Outline:

- Client consultation
 - Contra Indications & Precautions
 - Anatomy Of The Nail
 - Nail Diseases & Disorders
 - Hygiene & Sterilisation
 - Nail Preparation
 - Gel, Silk, Fibre & Acrylic application
 - Basic Nail Art
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Swedish Massage

Course Duration: 10 Lessons

The Program covers massage techniques for different applications. It is also the stepping stone and foundation for all other advanced and specialized massage treatments.

Course Outline:

- Applied Anatomy & Physiology
 - Contra indications & Precautions
 - Preparation & Set up
 - Client Care & Professionalism
 - Hygiene & Sterilisation
 - Theory & History of massage
 - Massage uses & Benefits
 - Massage Mediums
 - Massage Techniques
 - Aftercare & Homecare Advise
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Spa Body Treatments

Course Duration: 10 Lessons

All therapists within the industry & spa environment can benefit from a program specializing in Spa Body treatments not only is there a training need within the industry but a training gap.

Course Outline:

- Spa environment
 - Water treatments and the various types
 - Benefits
 - Contra indications & Precautions
 - Hygiene
 - Client care & Professionalism
 - Spa treatments & Therapies
 - Body Exfoliation & Scrubs
 - Muds & Salts
 - Body wraps
 - Packages & Combination treatments
 - Signature Treatments
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Diploma in Diet & Nutrition for Complimentary Therapies

Course Duration: 15 Lessons

The learning programme is ideal for people within the Health and Fitness Industry. On completion the learner will be able to use & apply nutritional principals & guidelines for healthy eating & to optimize general health as well as assisting to enhance performance in physical fitness activities.

Course Outline:

- The study of the Digestive System.
 - The definitions of Food Groups, Food Pyramids & Nutrients.
 - Refined and Unrefined Foods.
 - Common Anti-Nutrients.
 - The Recommend Daily Allowances and Nutritional Requirements.
 - Food Intolerances and Allergies.
 - Nutritional for Optimum Performance and Health.
 - Controversys and Nutrition.
 - Processed Foods, Radiation, Colourant's and Preservatives.
 - Obesity, Anorexia and Bulimia.
 - Dietary Conditions and Disorders.
 - Supplementation & Performance Aids
 - Food labels
 - Associated Health & Medical Conditions
 - Developing Eating Plans
 - Food Diary
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Business Skills & Professional Conduct

Course Duration: 5 Lessons

The program in Professional Conduct is a pre-requisite for all specified qualifications. Professional Conduct and Business Awareness is an essential part of training. Therapists must understand the importance of professionalism, client rapport and the legal and management requirements that are mandatory when opening and running a business.

Course Outline:

Professional Conduct:

- Professionalism and Client Relationships
- Medical Profession Ethics
- Linking, Referring and Networking
- Pre-Cautions and Contra-Indications

Business Awareness:

- Business Types
- Acts and Legislations
- Licenses and Laws
- Design and Layout
- Accounting Systems and Principles

- Advertising and Marketing
 - Insurance and Professional Indemnity
 - First Aid in the Clinic
 - Safety Regulations
 - Hygiene and Sterilisation
 - Hepatitis and Aids
 - Client Consultation and Client Records
 - Effective Communication and Body Language
 - Code of Ethics
 - Statutory Regulations
 - Continual Professional Development
 - Contracts
 - Staff and Employment
 - Stock Control
 - Retail Service
 - Sales and Marketing
 - Clinic Co-ordinator
 - Costing and Pricing
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Spa & Business Management

Course Duration: Lessons

Spa Management deals with the principals of managing or owning a Spa and Front Desk Management. Emphasis is placed on Client relations as well as the Psychology of the various Personality & Buying styles of our clients.

The program is ideal for anyone going into management or front desk management and for the entrepreneur.

Course Outline:

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|-------------------------------------|----------------------|
| • Business Skills | Professional Conduct |
| • Basic Accounting | Entrepreneurship |
| • Psychology and Development Skills | Business Management |
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Train the Trainer

The Trainer has 12 Months in which to complete the Program

The train the trainer learning programme is for the postgraduate wanting to enter the training sector in the field of Health and Skincare. The course covers the changing needs of education in South Africa as well as the various role players. The learner will understand the Didactic Principles and the learning process as well as the Management of Learning.

Course Outline:

- Role players and the structure of the education system.
- The Teaching and Learning Process.
- Identifying the learners needs.
- The management of learning.
- Adult learning.
- The role of the lecturer and learner.
- The ideal relationship between the lecturer and learner.
- Content and training material.
- Curriculum development and design.
- Drawing up Schemes of Work and Lesson Plans.
- Selecting and preparing material for teaching.
- Lecturing including the use of Media.
- Assessing, moderating & Evaluating.
- All related Administration.

Pre-Requisite:

Health and Skincare Diploma or Equivalent.

General For All Courses Where Applicable

First Aid:

It may be necessary to complete a recognized registered First Aid Course*

Assignments and Case Studies:

Home Assignments and POE / Case Studies need to be completed in order to certify*

Course Material:

The learner is provided with the relevant course material that covers all aspects of the training and allows for home study.

It is the learner's responsibility to complete all theory as home study and to self manage progress through worksheets.

In the event of absenteeism, the onus is on the learner to catch up or request private tuition at an hourly rate.

Classes will not be delayed due to learner absenteeism.

Please refer to enrolment contract and Learner policies & procedures for all details.

Fees Exclude:

- Registration and External Exam Fees (optional)*
- Additional workshops and training*
- Consumables (list available on request)*
- Uniform or T Shirt when required
- Kits where stated

Course Schedule:

TBA as per Addendum

(Subject to Numbers, Course & Lecturer availability).

All information is subject to change without prior notification.

Registration & Enrolment

Modular & Skills Training is suitable for all educational qualifications that meet the minimum requirements.

On Registration Learners must Submit:

- Completed & Signed Registration Form
- Parents to complete & Sign if Applicant under the age of 21
- Copies of applicant and signatories ID.
- 2 x recent ID photos.

Payment:

- Deposit 50% due on registration & submission of application form
- Balance of payment on first day of training
- Kit Fees etc all to be paid up in full prior to attending classes
- No Payment terms accepted on short courses
- Credit & Debit Cards Welcome

**All fees and information is subject to change without prior notification.
Please request current information when enrolling.**

Physical Address & Contact Details

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