



# COURSE OUTLINE

Subject: Level 2 NVQ Diploma in Food Production and Cooking (City and Guilds)	
Term	Main Assessment task
<b>Autumn 1</b>	
<p><b>Unit 101 Maintain a safe, hygienic and secure working environment. (Mandatory Unit)</b>  <b>Learning outcomes</b>            There are <b>four</b> learning outcomes to this unit. The learner will:</p> <ol style="list-style-type: none"> <li>1. Be able to maintain personal health and hygiene</li> <li>2. Know how to maintain personal health and hygiene</li> <li>3. Be able to help maintain a hygienic, safe and secure workplace</li> <li>4. Know how to maintain a hygienic, safe and secure workplace</li> </ol> <p><b>Unit 203 Maintain food safety when storing, preparing and cooking food. (Mandatory unit)</b>  <b>Learning outcomes</b>            There are <b>nine</b> learning outcomes to this unit. The learner will be able to:</p> <ol style="list-style-type: none"> <li>1. Be able to keep self clean and hygienic</li> <li>2. Know how to keep self clean and hygienic</li> <li>3. Be able to keep working area clean and hygienic</li> <li>4. Know how to keep working area clean and hygienic</li> <li>5. Know how to store food safely</li> <li>6. Be able to store food safely</li> <li>7. Know how to store food safely</li> <li>8. Be able to prepare, cook and hold food safely</li> <li>9. Know how to prepare, cook and hold food safely</li> <li>10. Know how to maintain food safety</li> </ol> <p><b>Unit 104 Working effectively as part of a hospitality team</b>  <b>Learning outcomes</b>            There are <b>six</b> learning outcomes to this unit. The learner will:</p> <ol style="list-style-type: none"> <li>1. Be able to plan and organise own work</li> <li>2. Be able to work effectively with team members</li> <li>3. Be able to develop own skills</li> <li>4. Know how to plan and organise own work</li> <li>5. Know how to work effectively with team members</li> <li>6. Know how to develop own skills</li> </ol>	<p><b>All units throughout the course will be assessed in a number of ways which include, Multiple Choice knowledge checks, practicals, observations, professional discussions and expert witness statements.</b></p>
<b>Autumn 2</b>	
<p><b>Unit 283 Produce basic poultry dishes</b>  <b>Learning outcomes</b>            There are <b>two</b> learning outcomes to this unit. The learner will:</p> <ol style="list-style-type: none"> <li>1. Be able to produce basic poultry dishes</li> <li>2. Understand how to produce basic poultry dishes</li> </ol> <p><b>Unit 289 Produce basic pasta dishes</b>  <b>Learning outcomes</b>            There are <b>two</b> learning outcomes to this unit. The learner will:</p> <ol style="list-style-type: none"> <li>1. Be able to produce basic pasta dishes</li> <li>2. Understand how to produce basic pasta dishes</li> </ol> <p><b>Unit 290 Produce basic bread and dough products</b>  <b>Learning outcomes</b>            There are <b>two</b> learning outcomes to this unit. The learner will:</p> <ol style="list-style-type: none"> <li>1. Be able to produce basic bread and dough products</li> <li>2. Understand how to produce basic bread and dough products</li> </ol>	
<b>Spring 1</b>	
<p><b>Unit 292 Produce basic cakes, sponges and scones</b>  <b>Learning outcomes</b>            There are <b>two</b> learning outcomes to this unit. The learner will:</p>	

<p>1. Be able to produce basic cakes, sponges and scones 2. Understand how to produce basic cakes, sponges and scones</p> <p><b>Unit 294 Produce cold starters and salads</b> <b>Learning outcomes</b> There are <b>two</b> learning outcomes to this unit. The learner will: 1. Be able to produce cold starters and salads 2. Understand how to produce cold starters and salads</p> <p><b>Unit 117 Prepare hot and cold sandwiches</b> <b>Learning outcomes</b> There are <b>two</b> learning outcomes to this unit. The learner will: 1. Be able to prepare hot and cold sandwiches 2. Understand how to prepare hot and cold sandwiches</p>	
<b>Spring 2</b>	
<p><b>Unit 143 Produce basic egg dishes</b> <b>Learning outcomes</b> There are <b>two</b> learning outcomes to this unit. The learner will: 1. Be able to produce basic egg dishes 2. Understand how to produce basic egg dishes</p> <p><b>Unit 145 Prepare meal to meet relevant nutritional standards set for school meals</b> <b>Learning outcomes</b> There are <b>two</b> learning outcomes to this unit. The learner will: 1. Be able to produce basic egg dishes 2. Understand how to produce basic egg dishes</p>	
<b>Summer 1</b>	
<p><b>Unit 271 Complete kitchen documentation</b> <b>Learning outcomes</b> There are <b>two</b> learning outcomes to this unit. The learner will: 1. Be able to complete kitchen documentation 2. Understand how to complete kitchen documentation</p> <p><b>Unit 272 Set up and close Kitchen</b> <b>Learning outcomes</b> There are <b>six</b> learning outcomes to this unit. The learner will: 1. Be able to prepare kitchen for food operations 2. Understand how to prepare kitchen for food operations 3. Be able to prepare food items for operation and service 4. Understand how to prepare food items for operation and service 5. Be able to close kitchen after operations 6. Understand how to close kitchen after operations</p>	
<b>Summer 2</b>	
<p><b>Completion of evidence and a commercial work placement.</b> Students will be encouraged to secure a work placement for the last half term. Ideally this will be in a hotel / restaurant setting.</p>	



## Course Description for Catering

Description
<p>The Level 2 NVQ Diploma in Food Production and Cooking is suggested for candidates working within local authority catering, school meals, residential and care homes, the National Health Service, either as contractors or direct caterers, and licensed retail outlets.</p> <p>To achieve the full qualification candidates must attain a minimum of 40 credits in total.</p> <p>All of the mandatory units (10 credits)</p> <p>A minimum of 16 credits from Section A</p> <p>A minimum of 14 credits from Section B</p> <p><b>Unit 101 Maintain a safe, hygienic and secure working environment. (Mandatory Unit)</b></p> <p>This unit is about basic health, hygiene, safety and security. This includes maintaining a clean and hygienic personal appearance, getting any cuts and grazes treated and reporting illnesses and infections. The unit also covers safety and security in your workplace – helping to spot and deal with hazards and following emergency procedures when necessary.</p> <p><b>Unit 203 Maintain food safety when storing, preparing and cooking food. (Mandatory unit)</b></p> <p>This unit describes the craft competencies needed for preparing and cooking food safely, and focuses on the four main areas of control - cooking, cleaning, chilling and preventing cross-contamination, in addition to supplies being satisfactory. It provides staff with a broad understanding of reviewing hazards and hazard-based procedures such that they are part of a team maintaining food safety. This unit is appropriate to staff that directly prepare and cook food. Separate units are available for those who serve and handle food in other ways, and for managers and supervisors who have wider responsibilities for food safety in a catering operation.</p> <p><b>Unit 104 Working effectively as part of a hospitality team</b></p> <p>This unit is about making a useful contribution to the work of a team, ie the people you work with. ‘Team’ includes your line manager or supervisor as well as other people in your team working at the same level as self. The unit includes accurately following instructions; working on time; helping others when they need help; communicating with the people you work with; getting feedback on what you do well and where you could improve and continuing to learn and develop self.</p> <p><b>Unit 283 Produce basic poultry dishes</b></p> <p>This unit is about cooking and finishing basic poultry dishes.</p> <p><b>Unit 289 Produce basic pasta dishes</b></p> <p>This unit is about preparing, cooking and finishing basic pasta dishes.</p> <p><b>Unit 290 Produce basic bread and dough products</b></p> <p>This unit is about preparing, cooking and finishing basic bread and dough products.</p> <p><b>Unit 292 Produce basic cakes, sponges and scones</b></p> <p>This unit is about preparing, cooking and finishing basic cakes, sponges and scones.</p> <p><b>Unit 117 Prepare hot and cold sandwiches</b></p> <p>This unit is about preparing hot and cold sandwiches including burgers, wraps, rolls, paninis and fajitas.</p> <p><b>Unit 294 Produce cold starters and salads</b></p> <p>This unit is about preparing and presenting cold products such as salads, bread products, pies, patés and cured meats. It also covers the holding of such foods to maintain effective food safety.</p> <p><b>Unit 143 Produce basic egg dishes</b></p> <p>This unit is about preparing, cooking and finishing basic egg dishes.</p> <p><b>Unit 145 Prepare meal to meet relevant nutritional standards set for school meals</b></p> <p>This unit is about preparing, cooking and finishing basic egg dishes.</p> <p><b>Unit 271 Complete kitchen documentation</b></p> <p>This unit is about completing documentation commonly used in kitchen environments: for example, temperature charts, time sheets, accident report forms, food safety information and equipment fault reports.</p> <p><b>Unit 272 Set up and close Kitchen</b></p> <p>This unit is about ensuring that all equipment is ready for kitchen operations. It also covers ensuring that common ingredients are ready for the cooking process. Finally it details the skills required to shut down the kitchen at the end of the shift.</p>
Assessment
<p>The students will be assessed in the following way: - <b>performance evidence</b>, i.e. direct observation, outputs of work and witness testimony. We will also carry out professional discussions to supplement the evidence to confirm the student’s competence.</p>
Out of class learning including home-learning
<p>Revision and research will be asked to be carried out in the students own time. There will be certain techniques that we may not cover in the kitchen but students will need a good understanding and be able to explain in detail why this certain techniques is used.</p>
How parents can help
<p>Please encourage and allow your child to cook for family and friends and show off their talent and skills they have learnt. Students will receive recipes that they can cook at home.</p>