Unit 306: Monitoring and supervision of food safety

# Sample lesson plan 1

**Course number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Course title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Tutor’s name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Lesson length:** 3 hours **Room:** \_\_\_\_\_\_\_\_\_\_\_

 **Lesson topic:** Monitoring and supervision of food safety

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| **Aims**: * To provide learners who aspire to the role of supervisor with the skills to supervise and monitor a food safety management system based on the principles of HACCP within their area of responsibility.
* To understand the procedures and methods of monitoring food safety practices and record keeping within a professional kitchen.
 | **Learning outcomes**: To enable learners to:* understand the role of the supervisor in ensuring compliance with food safety legislation.
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| **Timing (mins)** | **Work to be covered** | **Teaching activity/assessment** | **Learner activity** | **Resources**  |
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| 10 minutes | Describe food safety management procedures. HACCP (hazard analysis and critical control points): ranging of HACCP. | Tutor-led presentation/discussion.Tutor to identify learner’s prior supervisory knowledge for the LO. Icebreaker **Activity 1**.  | Learners to listen, observe, take notes and question appropriately. Question and answer session.Complete icebreaker **Activity 1.** | Activity 1  |
| 30 minutes | Identification monitoring and assessment of critical control points7 Principles of HACCP. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately. Question and answer session. | **PowerPoint presentation 1** |
| 10 minutes | Implementation of HACCP.  | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately.  | **PowerPoint presentation 1** |
| 10 minutes | Implementation of corrective actions and documentation.  | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately.  | **PowerPoint presentation 1** |
| 10 minutes | Review that establishes critical limits verification system to ensure effectiveness of HACCP plan. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately.  | **PowerPoint presentation 1** |
| 10 minutes | Monitoring and reporting procedures | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately.  | **PowerPoint presentation 1** |
| 40 minutes | HAAP recap. | Set **Activity 2**. | Learners complete **Activity 2**. | **Activity 2** |
| 10 minutes | Pest control. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**   | Learners to listen, observe, take notes and question appropriately. Question & Answer | **PowerPoint presentation 1** |
| 10 minutes | Swabbing. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately. Question & Answer | **PowerPoint presentation 1** |
| 10 minutes | Supervision, instruction and training.  | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately. Question & Answer | **PowerPoint presentation 1** |
| 10 minutes | Cleaning, waste disposal. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately. Question & Answer | **PowerPoint presentation 1** |
| 10 minutes | Maintenance of equipment and building infrastructure. | Tutor-led presentation/discussion using **PowerPoint presentation 1.**  | Learners to listen, observe, take notes and question appropriately. Question & Answer | **PowerPoint presentation 1** |
| 10 minutes | Revision of lesson content | 1. Show *Safer food, better business* Food Standards Agency videos on YouTube:

[www.youtube.com/playlist?list=PLLTNCta7yiY-i9cQqXigCHnkd08Pn7SnC](http://www.youtube.com/playlist?list=PLLTNCta7yiY-i9cQqXigCHnkd08Pn7SnC)1. 1-minute paper: Task the learners to briefly summarise the key points from the presentation. Ask individuals to provide one point each to all the class.
2. Question and answer session: In pairs, learners to ask each other questions to consolidate their learning. Tutor to monitor and fill in any gaps.
 | Learners should think and write their key points down. Learners should communicate their thoughts with the rest of the class, recording their key point on the flip chart/whiteboard.Learner Q&A session to confirm the knowledge required to carry out the performance. | Food Standards Agency Videos:<https://www.youtube.com/playlist?list=PLLTNCta7yiY-i9cQqXigCHnkd08Pn7SnC> |
|  | Independent learning. | **Worksheet 1** | Complete the worksheet for the next session | Worksheet 1 |
|  | Stretch task | Importance of monitoring the processes critical to food safetyOutline the main roles and responsibilities of a supervisor to ensure staff maintain acceptable standards and follow agreed procedures for food safety in the workplace. | Complete the activity for the next session | **Activity 3** |
|  | Look forward to your next lesson/any final questions |  | Listen and ask questions as required.Learners to take notes if required. |  |

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| **How learning is to be measured:*** Q&A
* **Activities 1–3Worksheet 1**
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| **Homework/research work:*** **Worksheet 1**
* **Activity 3**
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| **Lesson evaluation** (delete as appropriate) | * Was the lesson better than expected
* As expected
* Worse than expected
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| **Lesson evaluation/comments:** |
| **Suggestions/modifications for next lessons:** |