Unit 306: Monitoring and supervision of food safety

# Sample lesson plan 12

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

**Tutor’s name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Lesson length:** 1 hours **Room:** \_\_\_\_\_\_\_\_\_\_\_

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

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| **Aims**:   * State the food safety management recordsused within a food safety management system | **Learning outcomes**:  To enable learners to:   * understand how to implement food safety management procedures. |

| **Timing (mins)** | **Work to be covered** | **Teaching activity/assessment** | **Learner activity** | **Resources** |
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| 10 minutes | Introduction | Tutor-led presentation/discussion.  Tutor to identify learner’s prior supervisory knowledge for the LO.  Icebreaker **Activity 34.** | Learners to listen, observe, take notes and question appropriately.  Question and answer session.  Learner to complete icebreaker **Activity 34.** | Activity 34 |
| 20 minutes | State the food safety management recordsused within a food safety management system:   * HACCP Plan * Suppliers list * Delivery records, * Temperature control records * Staff training records * Staff sickness records * Pre and post-employment records * Fitness to work records * Cleaning records and schedules * Monitoring of cleaning records and schedules * Recommended sample keeping * Visitor records/policy * Pest control * Maintenance records * Waste management policy**.** | Tutor-led presentation/discussion using **PowerPoint presentation 12**. | Learners to listen, observe, take notes and question appropriately. | **PowerPoint presentation 12** |
| 10 minutes | FSMS summary. | **Activity 35** | **Activity 35** | **Activity 35** |
| 10 minutes | Recap. | Tutor-led presentation/discussion.  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) | Learners to listen, observe, take notes and question appropriately.  Question and answer session. | *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) |
| 10 minutes | Revision of lesson content. | 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. |  |
|  | Independent learning. | **Worksheet 12** | Complete the worksheet for the next session. | **Worksheet 12** |
|  | Stretch task. | **Activity 36:** Complete a HACCP review | **Activity 36** | **Activity 36** |
|  | 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 34–36** * **Worksheet 12** | |
| **Homework/research work:**   * Worksheet 12 | |
| **Lesson evaluation** (delete as appropriate) | * Was the lesson better than expected * As expected * Worse than expected |
| **Lesson evaluation/comments:** | |
| **Suggestions/modifications for next lessons:** | |