Unit 306: Monitoring and supervision of food safety

# Sample lesson plan 2

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

**Tutor’s name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Lesson length:** 2 hours **Room:** \_\_\_\_\_\_\_\_\_\_\_

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

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| **Aims**:   * To identify the main responsibilities for employers and employees in respect of food safety legislation and procedures for compliance. | **Learning outcomes**:  To enable learners to:   * understand the role of the supervisor in ensuring compliance with food safety legislation. |

| **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 4.** | Learners to listen, observe, take notes and question appropriately.  Question and answer session.  Complete icebreaker **Activity 4.** | Activity 4 |
| 30 minutes | Employer responsibilities:   * Registering the food business * Ensure training is provided commensurate with employees’ level of responsibility * To ensure policies and procedures are in place for training * Recruitment and day-to-day staffing levels, supervision * Implementation of food safety management procedures * Supply of appropriate sanitary accommodation * Potable water supply * Adequate washing facilities * Equipment, materials and PPE (personal protective equipment) * Record keeping and accident reporting, * Compliance with environmental health agencies * Provide sufficient ventilation. | Tutor-led presentation/discussion using **PowerPoint presentation 2**. | Learners to listen, observe, take notes and question appropriately.  Question and answer session. | **PowerPoint presentation 2** |
| 40 minutes | Employee responsibilities:   * To comply with the law * To follow instructions and comply with employer’s processes/procedures * To attend instruction/training/ supervision * Good personal hygiene * Reporting of illness * Reporting of errors/omissions in employer processes/procedures- hand washing facilities, kitchen and cleaning equipment such as fridges, infrastructure faults, deliveries. | Tutor-led presentation/discussion using **PowerPoint presentation 2**. | Learners to listen, observe, take notes and question appropriately. |  |
| 30 minutes | * Personal hygiene practices * Food storage * Food preparation * Cleaning * Cross-contamination. | Set **Activity 5**:  Design a Food safety induction course for new members of staff working in the kitchen as food handlers to include:   * Personal hygiene practices * Food storage * Food preparation * Cleaning * Cross-contamination. | Learners complete **Activity 5.** | **Activity 5** |
| 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 on YouTube:  [www.youtube.com/playlist?list=PLLTNCta7yiY-i9cQqXigCHnkd08Pn7SnC](http://www.youtube.com/playlist?list=PLLTNCta7yiY-i9cQqXigCHnkd08Pn7SnC) |
|  | Independent learning. | **Worksheet 2** | Complete the worksheet for the next session. | **Worksheet 2** |
|  | Stretch task | Benefits and costs of food safety.  Outline the main roles and responsibilities of a supervisor to ensure the roles and responsibilities of employees are maintained and how they can support the employer in their role. |  | **Activity 6** |
|  | 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 5 and 6** * **Worksheet 2** | |
| **Homework/research work:**   * **Worksheet 2** * **Activity 6** | |
| **Lesson evaluation** (delete as appropriate) | * Was the lesson better than expected * As expected * Worse than expected |
| **Lesson evaluation/comments:** | |
| **Suggestions/modifications for next lessons:** | |