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.
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| **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**
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| **Homework/research work:*** **Worksheet 2**
* **Activity 6**
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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:** |