

ALL ABOUT HOSPITALITY & CATERING



All about Hospitality & Catering

Issue 11

November 2018

A newsletter from City & Guilds on education updates in Hospitality & Catering for all nations.

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Network meeting thanks

A special thank you to all the colleges whom hosted the recent network meetings as well as those whom ran events to cover other occupational areas, these include:

Colchester Institute, CH&FS

South Tyneside College

GBMET – Northbrook MET Campus, Arundel Restaurant

Bridgwater and Taunton College – Taunton Campus, Quantock restaurant

Accrington and Rossendale College, Roots restaurant

Cheshire College South and West – Crewe Campus, The Avenue restaurant

Leicester College, Taste restaurant

Forth Valley College

Additional thanks to all those colleges, training providers and consultants whom attended and provided me with feedback for how to support you next.

We are planning on these in March/April 2019 so if any centres can offer to host please contact Amelia at **amelia.bodle@cityandguilds.com**. We always share where we've been via social media thereby promoting your facilities.

Hospitality Supervisor ATM available now!

The long-awaited Apprenticeship Training Manual (ATM) is now available to order from the walled garden using the code shown below.

Title: Level 3 Hospitality Supervisor (Food and Beverage Supervisor/Bar Supervisor/Events Supervisor)

Price: £350 + VAT for annual subscription

Code: SS181115-L3

This product is available for purchase on Walled Garden.





Apprenticeship Advise

Each month we intend to give some additional information and advice on apprenticeship delivery to support both our centres and our employers.

1. Use the EPA handbook (found under the documents tab, see below) to ensure you teach all the required knowledge for the evolve tests for each of the apprenticeship standards. Note these are available for all apprenticeship standards we are providing EPA for.

EPA Support materials

City & Guilds

Hospitality Team Member Apprenticeship (9083-11/12/14)
Version 1.2 (September 2018)

Additional documents
Assessment materials
Centre documents

9083 11 12 14 Hospitality Team Member EPA Handbook v1-2 pdf 439 KB 24 Sep 2018

4 First Line Supervision/Team Leading

Topics

4.1 Understand how to support the supervision of team members

Topic 4.1
4.1.1 Principles of first line supervision

- Communication
- Organisational skills e.g. time and resource management
- Ability to adapt and implement change
- Promoting key values
- Maintaining business standards e.g. order of work
- Team building skills

End-Point Assessment Handbook

2. For Commis Chef and Chef de Partie please ensure when you make a reservation for the EPA process to start you have the apprentice's recipe log ready to upload within 2 weeks when you are given access to the EPA portal. The recipe log needs to have a reference sheet which is found in the City & Guilds EPA assessment pack
3. For Team member, Senior chef production and Hospitality supervisor please ensure you have the apprentice's business project proposal ready to upload. This is then agreed by the Independent End Point Assessor (IEPA). The actual project must not be started until agreement from the IEPA occurs.

4. Access the FAQs for Commis Chef and familiarise yourself with the content. These are found under documents for Commis Chef on the main website.
5. Consider Culinary Challenge – ensure all apprentices have desserts they are comfortable at cooking from all dessert ranges so when they are allocated a dessert range by the Independent End Point Assessor (IEPA) they are well practiced and able to complete confidently

Fantastic new exemplar materials for Commis chef, Chef de Partie, Team Member and Hospitality Supervisor

EPA support documents available upon registration

EPA Preparation Tool Intro Video

EPA Preparation Tool

Exemplar Materials

These EPA exemplar materials will provide learners and employers/training providers with a great understanding of how to prepare for end-point assessment and are tailored to each of the assessment methods the learner will face during this apprenticeship.

The resources vary from guidance documents, which provide overviews of the various assessments, to specific examples of the standard of work learners should be working towards to achieve either a pass or a distinction.

Culinary challenge

Culinary challenge - Apprentice notes and guidance

Culinary challenge - How to cover food groups

Culinary challenge - Tutor notes and guidance (tutor only)

Practical observation

Practical observation - Apprentice notes and guidance

Practical observation - Tutor notes and guidance (tutor only)

Professional discussion

Professional discussion - Apprentice notes and guidance

Professional discussion - Tutor notes and guidance (tutor only)

Recommendations

1. Performing Under Pressure

7 Tips To Beat Exam Anxiety

3 tips to boost your confidence

4 minutes

2. Exam Preparation

Activity

Chat

The learning assets are arranged in horizontal trays of skills. The #1 skill for you is **Performing Under Pressure** and placed at the top of this list.

I get it

Level 2 Commis Chef EPA exemplar materials

City & Guilds SmartScore

Recipe log

Food group	Dish name	Group range	Preparation method	Cooking method	Recipe link or copy of the recipe	Recipe photo	Time plan	Food safety control
Number required		2	5 including filleting	4				
Fish	Battered cod goujons and chips	✓ white fish – round (hake)	✓ filleting (removing pin bones, rib bones and spine) ✓ cutting (goujons) ✓ skinning ✓ trimming ✓ coating	✓ frying (deep)	https://www.bbcgoodfood.com/recipes/1760goujons-battered-fish-with-chips Ingredients For the fish: 50g plain flour		5-5 minutes Collect ingredients 5-10 minutes	Keep chilled ingredients at 4°C until required to prepare. Ensure use of a

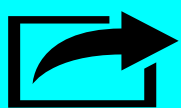
Available only after registering your learners with us. Contact us for more information.



Technicals Top Tips

Each month we will be bringing you all the updated information as it is available for delivery as well as some top tips.

1. Practise evaluation skills with your learners to include planning and production of dishes/service, specific to the technical qualification you are delivering ready for the synoptic.
2. Ensure you understand the synoptic requirements for this year for each technical qualification you are delivering. (passwords available on walled garden/same as last year).
3. Decide who will be uploading your documentation to the moderation portal and give yourself time to do this the date this needs to be completed by is the 19th May 2019.
4. Plan a reduced mock synoptic for January and mark it using the marking grid- ensure it covers some of task 1, including planning documents, task 2/3, the practical task/s and task 3 or 4 the evaluation.
5. Embed English skills, common verbs into all theory lessons.



Download Autumn Newsletter



Need any assistance?

If you have any questions or queries, our Technicals and Moderation Support team will be on hand to support you throughout the year.

E: moderationsupport@cityandguilds.com

T: 01924 206 719



7107-03 Entry 3 Award only reminder of qualification closure date

Please be aware that the 7107-03 Entry 3 **Award** in Introduction to the Hospitality Industry closed for certification 31.12.2017. The certificate however remains open until 31.02.2020.

7107-03

Entry 3 Introduction to the Hospitality Industry

Provider: City & Guilds

Last registration:

31.12.2019

Last certification:

31.12.2020

Place an order

Add to favourites

Information

► Fees per learner

► Rules of combination - interactive

▼ Learning pathways

Description	QAN reference	SQA reference
Entry 3 Award in Introduction to the Hospitality Industry	500/6513/0	
Entry 3 Certificate in Introduction to the Hospitality Industry	500/6519/1	

► Units and Assessments

► Test duration and permitted materials

► Additional information

Last Registration

31.12.2019

Last Certification

31.12.2020

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Learning Pathways

Entry 3 Award in Introduction to the Hospitality Industry

Accreditation Number (QAN): 500/6513/0

Last Certification Date: 31.12.2017

Full Rules of combination

2 credits from (301 - 302)
plus a minimum of 6 credits from (103, 105 - 111, 202, 303 - 310, 620, 802, 820)
of which a minimum of 5 credits must be from (301 - 310)
1 credit only may be achieved from optional units (202, 620, 802, 820)
plus 901 certification

Entry 3 Certificate in Introduction to the Hospitality Industry

Accreditation Number (QAN): 500/6519/1

Full Rules of combination

2 credits from (301 - 302)
plus a minimum of 11 credits from (103, 105 - 111, 202, 303 - 310, 620, 802, 820)
of which a minimum of 7 credits must be from (301 - 310)
1 credit only may be achieved from optional units (202, 620, 802, 820)
plus 902 certification

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Scottish Licensing (7104)

People 1st have been contracted by the Scottish Government to conduct an independent review and revision of the current Scottish Personal Licence Holder (7104-11) and Refresher (7104-21) Qualifications over the next six months.

This consultation is aimed at those people and organisations within the wider sector with the technical knowledge and understanding of the responsibilities of Personal Licence Holders including Licensing Lawyers and Administrators, Local Authorities, Enforcement Authorities, Training Providers / Organisations, Independent Trainers, Awarding Bodies, Industry Employers and Stakeholders, Trade Bodies and Associations, and Charities to gain as wide a range of views as possible.

Your input is vital to ensuring the revised qualifications meet your needs and add value to both the individual and business.

To provide your views please follow the link to the consultation below. We would appreciate your response by **Friday 14th December 2018**.



Qualifications Cross Boundaries

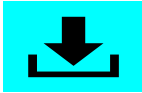
This leaflet gives a comparison of levels of qualifications from England, Scotland, Wales and Northern Ireland

Download leaflet here

 QAA Southgate House, Southgate Street, Gloucester GL1 1UB Tel: +44 (0)1452 557050 www.qaa.ac.uk	 scottish credit and qualifications framework Scottish Credit and Qualifications Framework Partnership 201 West George Street Glasgow G2 2LW Email: info@scqf.org.uk www.scqf.org.uk	 CCEA Regulation 29 Clarendon Road, Clarendon Dock, Belfast BT1 3BG Tel: +44 (0)28 9026 1200 Email: info@ccea.org.uk www.ccea.org.uk
 Office of the Qualifications and Examinations Regulator Spring Place, Coventry Business Park,	 CREDIT & QUALIFICATIONS FRAMEWORK FOR WALES FFRAMWAITH CREDYDAU A CHYMWYSTERAU CYMRU CQFW, Welsh Government Ty'r Afon, Bedwas Road, Bedwas, Caerphilly CF83 8WT	 QQI Quality and Qualifications Ireland Dearbhú Cáilíochta agus Cáilíochtaí Éireann Quality and Qualifications Ireland (QQI) 26-27 Denzille lane

Progression Routes

Available to download our hospitality and catering progression route pathways leaflet, an excellent resource for careers evenings



Download here under the Hospitality & Catering tab


AEB Funding catalogue

Please see the current AEB catalogue to make full use of all funding available to you. View the retail and Comm Enterprise tab and filter to Hospitality and Catering.



Adult Education Budget funded qualifications (AEB)

Functional Skills Reforms 2019



#FunSkills2019

Register for the Functional Skills 2019 reforms webinar series

This monthly series of webinars will update you on the reforms.

REGISTER NOW >

A full list of upcoming and past webinars is shown below:

Upcoming webinars	Time
Wednesday 24 October 2018	15:30 – 16:30 BST
Wednesday 28 November 2018	15:30 – 16:30 GMT
Wednesday 9 January 2019	15:30 – 16:30 GMT
Wednesday 6 February 2019	15:30 – 16:30 GMT
Wednesday 6 March 2019	15:30 – 16:30 GMT
Wednesday 3 April 2019	15:30 – 16:30 BST
Wednesday 1 May 2019	15:30 – 16:30 BST
Wednesday 5 June 2019	15:30 – 16:30 BST
Wednesday 3 July 2019	15:30 – 16:30 BST

Functional Skills: 2019 reforms monthly update webinar series

Watch all the webinars in our #FunSkills2019 webinar series.

- ♦ September 2018
- ♦ August 2018

Resources

- ♦ Functional Skills reforms 2019 Readiness checklist

Contact Us

E: centresupport@cityandguilds.com

T: [0844 543 0000](tel:08445430000)

For more information on offering our qualifications at your organisation, visit our [Offer our qualifications](#) page.

Weblink to access page
<https://www.cityandguilds.com/what-we-offer/centres/maths-and-English/functional-skills-assessment-updates>.

Supporting your transition to the 2019 reformed Functional Skills qualifications Readiness checklist

Version 1.0
September 2018

#FunSkills2019



Supporting schools

The food teachers centre: Connect with 5,000 secondary food teachers with 'Chefs Back to School'.

Calling all colleges that offer Culinary Arts, Hospitality Courses!

The Food Teachers Centre is a highly successful community of 5,000 secondary school food teachers and we would like to work closely with you on careers and course advice to your local schools.

50,000 Year 11 students take a food exam in 2019. Can you help them

- improve practical skills and food presentation?
- find out more about your college courses?

We partner up your current students to visit their old school to:

- Show headteachers that food is a valuable exam route with many career opportunities
- Help teachers give better and accurate careers advice
- Enthuse young people about the possibilities of your courses and their career



'Chefs Back to School' is a day where student chefs revisit their secondary school to give a demonstration. We provide the briefing video to explain it to your students, we partner them up with their old schools (or new ones) and we connect you with all your local teachers. We have chosen student chefs rather than tutors to visit schools. Our research shows that it is increasingly difficult for tutors to find the time within their busy schedules to carry out meaningful outreach work. Using student chefs is a more sustainable model, it is easily scalable nationwide and school pupils will be able to identify with student chefs who are closer to their own age group.

Join us this year on this exciting, high impact programme.

More information and register www.chefsbacktoschool.org.uk

The Chefs Back to School project has been supported by the Savoy Educational Trust. For further information on the Trust go to the website www.savoyeducationaltrust.org.uk



Competitions



If you have students who are serious about a career in the industry, why not test their skills by entering them into Toque D'or 2019, remember they now have student and apprentice competitions, closing dates are extended to 14 December.

<https://www.nestleprofessional.co.uk/about-us/toque-dor>



Venues and events, we are attending

Please come and say hello!

22-23rd January Hospitality Show NEC, Birmingham

27-28th February Casual Dining Show, ExCel

13th March ScotHot, SEC, Glasgow

14th March Pace Conference Trafford College

18th March Future Chef National Final, Westminster Kingsway

6th June Craft Guild of Chefs Awards, Hilton Park Lane

2nd July Cateys, Grosvenor House



Keep in touch and up to date

For regular updates and further information please follow us on:



Jason Benn - Twitter Link

Jason Benn - LinkedIn Link

Amelia Bodle - Twitter Link

Amelia Bodle - LinkedIn Link

**City & Guilds Hospitality & Catering
Facebook Link**



Tell us what you think

All about Hospitality & Catering is a newsletter that brings together all of the key developments from City & Guilds relevant to skills learning across England, Scotland Northern Ireland and Wales. It contains updates on the range of teaching and learning resources we offer, plus relevant public policy or other information we think you might be interested in.

Each edition is numbered, so we can refer back to previous issues or tell you when information has been superseded.

If there's anything else you'd particularly like us to cover or explain more fully in future issues of *All About*, please feel free to drop us a line to **jason.benn@cityandguilds.com** or **amelia.bodle@cityandguilds.com**

For specific queries and enquiries please contact our dedicated customer support team: **PDCustomerSupport@cityandguilds.com**

Thank you for your continued support.

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