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. |

| **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 points  7 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 safety  Outline 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 1–3 Worksheet 1** | |
| **Homework/research work:**   * **Worksheet 1** * **Activity 3** | |
| **Lesson evaluation** (delete as appropriate) | * Was the lesson better than expected * As expected * Worse than expected |
| **Lesson evaluation/comments:** | |
| **Suggestions/modifications for next lessons:** | |