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.
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| **Timing (mins)** | **Work to be covered** | **Teaching activity/assessment** | **Learner activity** | **Resources**  |
| --- | --- | --- | --- | --- |
| 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**
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| **Homework/research work:*** Worksheet 12
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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:** |