

Q: For the practical observation, does it matter which section the apprentice is working on, as long as they are showing both prep and service, and will be able to show the required range of skills in the culinary challenge? (Example; student most confident working on dessert section).

A: The apprentice needs to cover all of the mandatory food groups (please see Appendix 1 in the EPA pack for centres) across the culinary challenge and the practical observation.

It may restrict their ability to complete the requirements if they are only able to work on a single section.

Q: Can apprentices at least collect equipment and ingredients prior to the two hours of the culinary challenge?

A: Yes they may collect ingredients and equipment and prepare their workstation, they are not allowed to undertake any food preparation.

Please see the following section in the EPA pack for centres:
Assessment 701/751 Task Instructions for apprentices.

You have two hours to produce the two-course meal for two people.
You are allowed time prior to the commencement of the culinary challenge for equipment set up and section organisation, but food preparation must **not** take place.

Q: What will happen for an apprentice who works in a Michelin star restaurant and cannot prep and serve full dishes alone for the practical observation? Could the establishment potentially have specific tables laid aside for the Commis Chef to prepare food for?

A: The apprentice needs to cover all of the mandatory food groups across the culinary challenge and the practical observation.

Please see Appendix 3 in the EPA pack for centres.

It may restrict their ability to complete the requirements if they are only able to work on a single section.

Q: If an apprentice fails the culinary challenge do they do the discussion still?

A: The culinary challenge, practical observation and the professional discussion are linked so the grades for each cannot be finally determined until the professional discussion has been completed.

If not all the pass criteria were demonstrated as part of the culinary challenge, the IEPA would take these areas forward into the professional discussion. The criteria that are most likely to be carried across all of the observations have been highlighted in the assessment pack.

However if something went significantly wrong during the culinary challenge, eg they broke health and safety or the dish created was not edible then the apprentice would need to redo the culinary challenge prior to any professional discussion taking place.

9081 Commis Chef Apprenticeship FAQs

Q: If an apprentice retakes a task for any of the hospitality standards, can they still achieve a distinction overall?

A: If an apprentice has to resit/retake an assessment the maximum grade that can be achieved for that assessment is a pass.

If an apprentice were to resit/retake a knowledge test, they could still achieve a distinction overall, if they achieved a distinction in all other assessment methods

If an apprentice were to resit/retake a professional discussion, they could still achieve a distinction overall, if they achieved a distinction in all other assessment methods

If an apprentice were to resit/retake either the practical observation or the culinary challenge, they would not be able to achieve a distinction overall because they would not meet points required to get the distinction grade –

Please see

End-point assessment guidance for Centres/Employers

Introducing the End-Point Assessment (EPA) to the apprentice. The section entitled - Determining the overall apprenticeship grade.

Q: Do apprentices have to wash up as they go for the culinary challenge or can it be left until the end?

A: Washing up is not specifically assessed within the culinary challenge; however, the apprentice is responsible for keeping their workstation clean and tidy. Therefore, the washing up could be stored elsewhere and washed after the assessment time has expired.

Q: Do incorrect answers from the knowledge test get discussed as part of the professional discussion?

A: The professional discussion covers any outstanding criteria in the practical observation and or culinary challenge and the recipe log. If an apprentice fails the knowledge test, they are required to resit it to obtain a pass prior to the professional discussion.

Q: Will independent end-point assessors check fridges as part of the culinary challenge?

A: Yes, this is part of the pass criteria. Please see the culinary challenge grading criteria in the End-point assessment pack for centres.

Q: Are apprentices expected to complete temperature documentation during the culinary challenge?

A: No, however it is expected temperature checks will occur on any food being served.

Apprentice's need to ensure they are storing, holding and serving food to meet Food safety standards.

If not observed as part of the culinary challenge or practical observation it will occur as part of the professional discussion.

Q: What do we need to tell City & Guilds to help them plan the culinary challenge?

A: Where you would like the challenge to take place e.g. college facilities, availability of the venue, times and which apprentices will be available within these time frames.

9081 Commis Chef Apprenticeship FAQs

Q: Is it best to have carried out the gateway meeting signed the declaration, have maths and English evidence, 2 week work schedule and either recipe log of business project proposal ready prior to making a reservation/booking?

A: Yes.

Please see section 5 End-point assessment timeline in the EPA pack for centres.

Once the process has reached the Book end-point assessment section, all of these things must have already taken place.

Q: Can the centre/employer/training provider tell the apprentice their evolve results as soon as they are available?

A: Yes

Q: Can an apprentice prepare ice cream before the culinary challenge starts?

A: No. Please see the following section in the EPA pack for centres:

Assessment 701/751 Commis Chef Culinary Challenge/Resit
Task instructions for centres / end-point assessment customers / employers / training providers.

Apprentices are allowed time prior to the commencement of the culinary challenge for equipment set up and section organisation, but food preparation must **not** take place.

Q: Can the professional discussions take place at the training providers' offices/college if the workplace is not able to get a video link due to being remote across any of the hospitality standards?

A: Yes as long as the environment and equipment meets the requirements of the Manual for the End-Point Assessment Service.

Q: What does 'from whole' within the culinary challenge mean in terms of a joint?

A: The purpose for specifying whole is to ensure that the skill of boning is included in assessment. Therefore, meat should be a joint, e.g. shoulder of lamb.

The following are examples that are not acceptable:

Cutting pork chops from a loin

Cutting steaks from a sirloin

Q: In the culinary challenge, where meat/fish/poultry must be prepared from 'whole', can game be classed as meat?

A: Meat/poultry are interchangeable for game as long as the bird/animal is whole and as long as the requirement to cover the same number of additional ingredients is met.

However, if you do interchange game for meat or poultry as a mandatory food group then you cannot use game as an optional food group choice

9081 Commis Chef Apprenticeship FAQs

Q: For the culinary challenge do the dishes need to be presented in service order or as they are completed?

A: The two dishes for the culinary challenge can either be served in service order or be served as they are completed and ready. This can be discussed with the IEPA at the initial meeting. Please see the following section in the EPA pack for centres:

Assessment 701/751 Commis Chef Culinary Challenge/Resit

Task instructions for centres / end-point assessment customers / employers / training providers

Q: How many apprentices can be assessed at the same time for the culinary challenge and the practical observation?

A: A ratio of 1 IEPA to 4 apprentices is allowed for the culinary challenge task.

With regard to the ratio of end-point assessors to apprentices required for a practical observation, the expectation is that this will normally be 1:1. There may be work environments (kitchens or service areas) where it is possible to fairly assess more than one apprentice during the same observation period. However, the focus must be on ensuring that the apprentice(s) is not disadvantaged in anyway and has the maximum opportunity to perform to the best of their abilities. It must also be able to be viewed clearly by the IEPA.

Q: Can an apprentice have a technician available close to the room where the culinary challenge takes place in case apprentices run out of ingredients?

A: A technician or workplace equivalent can be available during the assessment but they must not support or influence the apprentice in anyway. And direct interactions between the technician and the apprentice must be observable by the IEPA.

The apprentice **cannot** have support from other team members when completing the task.

Q: Will the apprentice get feedback on how they performed on each element of EPA and how will they receive this or simply receive a certificate of achievement?

A: Please see the following section in the EPA pack for centres:

End-point assessment guidance for Centres/Employers

Introducing the End-Point Assessment (EPA) to the apprentice

Under the section 'Feedback' it states: The City & Guilds IEPA will not provide any feedback to the apprentice during or immediately following the end assessment process. Feedback (if given) will only be provided to fail apprentices, following submission of evidence to City & Guilds and after any grade determination has been carried out.

9081 Commis Chef Apprenticeship FAQs

Q: Will IEPA be in the room for the 30 minutes (prep time) prior to the practical observation starting?

A: No. The EPA pack for centres says:

30 minutes before, the apprentice:

- Collect and weigh ingredients
- Collect equipment and utensils and check they are working
- Switch on equipment eg oven.

The City & Guilds IEPA will obtain verbal confirmation from the employer that the apprentice undertook these tasks independently.

Please see the following section in the EPA pack for centres:

Assessment 702/752 Commis Chef Practical Observation/Resit
Task instructions for apprentices

Q: Can the training provider be in the building during the practical observation for any of the hospitality standards?

A: Yes a training provider representative can be within the building but not within the controlled assessment environment.

Q: Who can be present for the initial meeting and professional discussion?

A: For the initial meeting an employer representative or a training provider representative. See more details on the initial meeting in the section:

Assessment 701/751 Commis Chef Culinary Challenge/Resit

Task instructions for centres/end-point assessment customers/employers/ training providers.

For the professional discussion only the employer representative can be present. Please see the guidance for the professional discussion in section:

Assessment 702/752 Commis Chef Practical Observation/Resit

Task instructions for centres/end-point assessment customers/employers/ training providers

Q: Who sets the date and time of the initial meeting?

A: The City & Guilds EPA team will agree these details as part of the booking process.

Q: Is the date for the professional discussion set at the initial meeting or can it be done at a later date?

A: A provisional date is agreed at the initial meeting. This date is subject to successful achievement of all of the other assessments within the EPA.

The professional discussion will only take place once all other parts were successfully passed.

Q: Does the culinary challenge have to be undertaken in complete silence?

A: No, however all apprentices must work independently.

9081 Commis Chef Apprenticeship FAQs

Q: Does the practical observation have to be undertaken in complete silence?

A: No, however all apprentices must complete all tasks independently unless they are working as a team (or if providing supervision for chef de partie) as during the assessment.

If the apprentice is working with colleagues as part of a team they will only be assessed on their individual contributions.

It is expected that anyone interacting with the apprentice does not in anyway influence the assessment

Q: Does the apprentice need to have decided what main course they are undertaking for the culinary challenge prior to the introductory initial meeting?

A: At the initial meeting, the City & Guilds IEPA will discuss and agree with the apprentice and their employer the dishes the apprentice is to produce for the culinary challenge task. The two course meal proposed for that task will need to be taken into account when planning the practical observation. This is because over the two assessments, the apprentice must cover all food groups, as indicated in Appendix 1 and all of the preparation and cooking range in Appendix 2.

The apprentice must be allocated dishes to prepare, cook and finish for service that provide the opportunity to meet all Pass and Distinction criteria. This can be discussed at the initial meeting.

Q: Is there an ideal day of the week for practical observation or the culinary challenge to take place?

A: No, however customers may want to avoid days where there could be food delivery issues /challenges.

Q Should the dishes from the culinary challenge be saved so the centre representative can enter the room after assessing by the IEPA so they can view the apprentices work?

A Yes the dishes can be saved. It is not expected that dishes are disposed of by the IEPA. Centre representatives can see the dishes after assessment has been completed. It is expected that this is to support any further training or development of the apprentice. Centre representatives are not expected to assess the apprentices work.

Q Should the IEPA be questioning the apprentices during the CC/practical observation? eg quality points of products?

A Questioning should be kept to a minimum and only used if there are very specific things that the IEPA feels that they need to understand more about the rationale about the decision /approach by the apprentices to support the grading decision. Where questions can be carried forward into the other assessment methods they should be. The questioning during the CC should only happen if it is going to make a significant difference to their grade.

9081 Commis Chef Apprenticeship FAQs

Q What does a full time plan mean in relation to the chef de partie and commis chef recipe log requirements?

A The apprentice is required to produce a full recipe NOT a full time plan. The time plans for each recipe log should contain just the most critical timings – eg prep, cooking and finishing time. Each task does not need to be broken down into individual timings.

The time plan produced for the culinary challenge does need to be broken down and should include details for timings around the different tasks.

Q What happens if an apprentice fails the practical observation can they still undertake the planned professional discussion.

A The culinary challenge, practical observation and the professional discussion are linked so the grades for each cannot be finally determined until the professional discussion has been completed.

If not all the pass criteria were demonstrated as part of the practical observation, the IEPA would take these areas forward into the professional discussion. The criteria that are most likely to be carried across all of the observations have been highlighted in the assessment pack.

However if something went significantly wrong during the practical observation, eg they broke health and safety or the dishes created was not edible then the apprentice would need to redo the practical observation prior to any professional discussion taking place.

If any other assessments the test or the culinary challenge have already been failed a period of further training and development lasting between one and three months must take place before a resit.

Q Will the IEPA be taking photographs of the apprentices during any part of the practical observation?

A As outlined in the EPA pack, for commis chef, chef de partie and senior chef production cookery IEPAs will be taking photographs of what the apprentice has produced. People should not be featured in the images.

Q For a resit of the culinary challenge for the commis chef can the dishes be the same?

A Yes, the same dishes can be used. If the apprentice wishes to select new dishes they can but they must ensure that the same food groups are still met. They also need to notify the EPA team of their new choices.

Q If the apprentice chooses a dish for commis chef culinary challenge that may be challenging will the IEPA give advice on choosing another dish?

A No.

9081 Commis Chef Apprenticeship FAQs

Q When will the IEPA taste the food in the culinary challenge?

A In most cases the dishes will be tasted as soon as they are served. However, if it is not critical to a particular dish to be tasted straight away it may be tasted later in the assessment.

Q What percentage of the recipe log needs to be from the employer?

A There is not an exact percentage requirement. The recipe log needs to reflect the employers' range of dishes so that the IEPA clearly understand the organisation or brand standards of the employers' dishes.

The recipe log can contain recipes from off the job training but this should not be to the detriment of understanding the workplace offer. It is expected that these will mainly be used where additional dishes are needed, that are not part of the employers standard menu offer, to meet the assessment requirements,

The recipe log should not contain any recipes that the apprentice has not previously produced. IE any recipe included in the recipe log must have supporting evidence that shows it has been produced by the apprentice.

Q Can an IEPA request a different two week work schedule from the one originally submitted?

A Yes they can request a different two week work schedule but only if it is felt that the apprentice is unlikely to be able to meet the assessment requirements within the original work schedule submitted. They will inform the apprentice of the area of the assessment requirements that are not likely to be met.

As part of the gateway process both employers and apprentices should be checking the assessment requirements when selecting the most appropriate two week window to submit.

Q Can assessments go ahead without recipe logs?

A No because the IEPA needs to see a completed recipe log ahead of the initial meeting to support effective planning of the other assessment methods.

Q What feedback is given if a recipe log is deemed insufficient?

A The IEPA will identify the specific areas of the assessment requirements that have not been met by completing the IEPA section of the evidence reference form.

Feedback about any areas of the recipe log checklist that are not met across the whole log eg photos not included should be captured in the IEPA overall comments section of the evidence reference form.

Feedback will not be given on how this could be met.