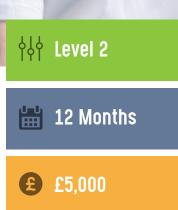
# APPRENTICESHIP STANDARDS

# PRODUCTION CHEF

Production chefs work as part of a team in time-bound and often challenging kitchen environments, for example; schools, hospitals, the Armed Forces, care homes and high street casual dining or pub kitchens. They report to the Senior Production chef or appropriate line manager. Production chefs are likely to work with centrally developed standardised recipes and menus, producing food often in high volumes. They apply highly methodical organisational skills, energy, accuracy, attention to detail and are mindful of the importance of sustainability and protecting the environment.



#### **Entry requirements**

Employers will set their own entry requirements in order to start on this apprenticeship.

#### **English and maths**

Apprentices without level 1 English and maths will need to achieve level 1 and take the test for level 2 English and maths prior to taking the end-point assessment. For those with an education, health and care plan or a legacy statement the apprenticeships English and maths minimum requirement is Entry Level 3.

# Qualifications

Progression from this apprenticeship is expected to be into a Production Chef role.

### **Delivery method**

Various delivery models available to suit your needs. For any enquiries, or to book an appointment with our training consultants, please contact us at solutions@howcollege.ac.uk.

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# What apprentices will learn

## Skills

| Kitchen<br>Operations                         | <ul> <li>Check, prepare, assemble, cook, regenerate, hold and present food meeting the needs of the customers and maintaining organisational standards and procedures.</li> <li>Use kitchen tools and equipment correctly to produce consistently high quality dishes according to specifications.</li> <li>Take responsibility for the cleanliness, organisation and smooth running of the work area.</li> </ul> |
|---|---|
| Nutrition                                     | • Produce dishes to suit individuals' specific dietary, religious and allergenic needs as required.   |
| Legal and<br>Governance                       | <ul> <li>Operate within all regulations, legislation and procedural requirements.</li> <li>Complete and maintain documentation to meet current legislative guidelines.</li> </ul>   |
| People  | <ul> <li>Use effective methods of communication with all colleagues, managers and customers to promote a positive image of yourself and the organisation.</li> <li>Work in a fair and empathetic manner to support team members while offering a quality provision.</li> <li>Work to ensure customer expectations are met.</li> </ul>   |
| Business /<br>Commercial                      | <ul> <li>Work collaboratively to uphold the vision, values and objectives of the organisation.</li> <li>Use technology appropriately.</li> <li>Maintain quality and consistency in food production by using resources in line with organisations' financial constraints, style, specifications and ethos.</li> </ul>  |
| Personal<br>Development<br>and<br>Performance | <ul> <li>Identify own learning style, personal development needs and opportunities and take action to meet those needs.</li> <li>Use feedback positively to improve performance.</li> </ul>   |

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# What apprentices will learn

# Knowledge

| Kitchen<br>Operations                         | <ul> <li>Techniques for the preparation, assembly, cooking, regeneration and presentation of food.</li> <li>The importance of organisational/brand specifications and consistency in food production.</li> <li>How to check fresh, frozen and ambient foods are fit for purpose.</li> <li>Procedures for the safe handling and use of tools and equipment.</li> <li>The importance of following correct setting up and closing down procedures.</li> <li>Specific standards and operating procedures for organisations.</li> </ul> |
|---|--|
| Nutrition                                     | <ul> <li>Key nutrient groups, their function and main food sources.</li> <li>The scope and methods of adapting dishes to meet the specific dietary, religious and allergenic needs of individuals.</li> </ul>  |
| Legal and<br>Governance                       | <ul> <li>Allergens and the legal requirements regarding them.</li> <li>Relevant industry specific regulations, legislation, and procedures regarding food safety, HACCP, health and safety appropriate to organisations.</li> <li>The importance of following legislation and the completion of legal documentation.</li> </ul>  |
| People  | <ul> <li>How to communicate with colleagues, line managers and customers effectively.</li> <li>Principles of customer service and how individuals impact customer experience.</li> <li>How and why to support team members in own area and across organisations.</li> </ul>  |
| Business /<br>Commercial                      | <ul> <li>The role of the individual in upholding organisations' vision, values, objectives and reputation.</li> <li>The financial impact of portion and waste control.</li> <li>How technology can support food production organisations.</li> <li>The importance of sustainability and working to protect the environment.</li> </ul>   |
| Personal<br>Development<br>and<br>Performance | <ul> <li>How personal development and performance contributes to the success of the individual, team and organisation.</li> <li>How to identify personal goals and development opportunities and the support and resources available to achieve these.</li> <li>Different learning styles.</li> </ul>  |

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# **APPRENTICESHIP STANDARDS**

## What apprentices will learn

#### **Behaviours**

- Lead by example working conscientiously and accurately at all times.
- Be diligent in safe and hygienic working practises.
- Take ownership of the impact of personal behaviours and communication by a consistent, professional approach.
- Advocate equality and respect working positively with colleagues, managers and customers.
- Actively promote self and the industry in a positive, professional manner.
- Challenge personal methods of working and actively implement improvements.

# End point assessment

The End Point Assessment (EPA) can only be triggered after 12 months of starting the apprenticeship and is dependent on when the employer and training provider decide the apprentice is ready. EPA is typically expected to conclude within 3 months. The employer has the final decision to progress the apprentice to EPA. The apprentice and training provider should feel confident the learning outcomes have been achieved.

The EPA consists of three elements, all of which may be completed online. All assessment methods need to be passed. Each assessment method should directly assess the knowledge, skills and behaviours of the Standard. The assessor has the final decision.



#### **Knowledge Test**

The apprentice undertakes a multi-choice test to last a maximum of 60 minutes and include 50 equally weighted multi-choice questions with four possible answers each. The assessment should typically be passed before the apprentice progresses to the interview and presentation. The test is to be completed online and requires invigilating.

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#### **Portfolio-based Interview**

The interview is for 30-45 minutes and scored out of 100 by the Independent Endpoint Assessment Organisation. The interview assesses:

- Understanding of the portfolio to validate competence shown.
- Self-reflection of performance, demonstrating knowledge and how appropriate skills and behaviours have been applied.
- Judgement and understanding to explain appropriate examples.



#### **Project Presentation:**

The apprentice delivers a presentation to the EPAO on a project they have completed or a process they have improved. The presentation lasts 10-15 minutes, with a further 10-15 minutes for a Q&A session. The presentation is out of 100. The project is completed from month 9 of the apprenticeship and should be completed prior to EPA being triggered. The project is submitted to the EPAO and they provide a question to answer in the presentation, for example:

- How have you improved a process or operating practice?
- What were the steps you took to implement the project?
- What worked well and how would you improve the results in future?

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