# Assessor instructions

| Assessment information |
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| Assessment overview | This assessment requires the student to maintain a Logbook of completed practical tasks signed by the practical classroom teacher who observed the behaviours.The tasks specifically relate to the student's ability to apply their skills and knowledge to handle food safely during food storage, preparation, display, service and disposal as outlined in the Food Safety plan. |
| Assessment instructions | The assessor must communicate with practical classroom teachers to ensure they know their required participation in completing this task. Institute processes are to be followed.Assessors’ discretion for dates/temperatures. Legal requirements must be followed. There are multiple possible answers for some tasks, and the answers below are guidelines only, except for the calibration method, where boiling water and ice slurry are the only acceptable answers.The student must* Print the Logbook and take it to class with them
* Complete the tasks listed below, demonstrating they can handle food safely as outlined in the Food Safety Plan
* Ask their practical classroom teacher to observe them perform practical tasks prior to signing upon completion to confirm they have met workplace standards.

Task 1: Safe food handling recordMust be completed on at least three occasions:* 1.1 Cleaning and sanitising requirements: kitchen utensils
* 1.2 Provide safe single-use items
* 1.3 Conduct temperature checks: preparation and storage

1.4 Conduct temperature checks: heating and cooling.Task 2: Correct methods of controlling food hazards* Complete the Critical Control Point (CCP) table to show they can control food hazards
* Each CCP must have one example for 'food ingredient’ and one for ‘ready-to-eat’ food items. The task can be completed over multiple days but must be submitted by the due date advised by the assessor

Each of the following six food categories (dairy, eggs, meat, fruit/ve, dried food, fish) must be covered within the table at least once. Examples are provided to help. Task 3: Cool room or freezer temperature record* Complete the temperature record table twice daily for three (ideally consecutive) occasions in a practical class

Record the temperature of a specified coolroom or freezer. Ideally, each entry should have the same coolroom or freezer, but this is not essential. Task 4: Calibration recordComplete the calibration record for their personal (specified) digital thermometer. This includes one calibration with the ice method and one with boiling water.The student is responsible for the care and maintenance of this Logbook. It is recommended that they take photos of completed sections in case they are lost or damaged. The student must submit the completed Logbook.If they are unsure of any task or question please provide clarification. |

| Assessment information (continued) |
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| Context and conditions for assessment | * **Location:** skills must be demonstrated in an operational food preparation area. This can be an industry workplace or a simulated industry environment, such as a training kitchen, bar, or restaurant servicing customers
* **Timeframe**: the actual timeframe and submission date will be reflected on the unit outline, as advised by your assessor. Completed over multiple practical sessions

The assessment is to be completed individually.Assessment environmentPractical components which link to theory must be completed in an operational food preparation area. This can be an industry workplace or a simulated industry environment, such as a training kitchen, a bar or a restaurant servicing customer. |
| Resources, equipment and materials required | You will require a device and access to MyWAI to access electronic resources and assessments identified here.Student supplied* PPC – personal protective clothing

Kitchen equipment, tea towels, personal thermometer and tool kit as instructed.Institute or workplace supplied* Fixtures such as workbenches, refrigeration units, sinks and storage facilities
* Small equipment such as assorted pots and pans, containers, crockery, cutlery, glassware, knives, packaging materials, receptacles and small utensils
* Appropriate facilities for handwashing, such as a designated handwashing sink, antiseptic liquid soap, single-use towels and warm running water
* Food ingredients and ready-to-eat food items
* Current plain English regulatory documents distributed by the commonwealth, state, territory or local government food safety authority
* Australia New Zealand Food Standards Code
* Current commercial food safety programs, policies and procedures used for managing food safety
* WAI Food Safety Plan/Program
* Relevant food hygiene legislation at federal, state and local government levels, such as the Food Standards Food Act
* Manufacturer instructions
* SDS for chemicals
* Cleaning and sanitising equipment/materials

Industry standards are applied regarding specific equipment and materials. |
| Assessor intervention | * The assessor may provide verbal assistance by re-wording the question to assist interpretation where the student is ESL or requires confirmation of interpretation due to low literacy level
* Assessors may provide relevant examples to aid a student in gaining an understanding of the questions being asked

The assessor will intervene if the student makes critical mistakes, works unsafely, or breaches hygiene policies and procedures. |
| Decision-making rule | The student must submit the necessary evidence that demonstrates the performance standard outlined. Criteria are ticked off as satisfactory when the assessor has reviewed the evidence provided against the Assessor Checklist. |

| Assessment information (continued) |
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| Reasonable adjustment | * If a reasonable adjustment is required, the assessor must record changes in the individual’s Assessor Checklist
* Assessors are required to inform students about reasonable adjustment at the beginning of the unit to ensure they are aware of support services as detailed in the Student Guide
* Reasonable adjustment is when assessors adjust or change an assessment so a student can participate in the assessment fairly

WAI assessors should refer to the WAI Education Delivery Staff Handbook for further information. |
| Reassessment and appeals | Reassessment and appeal information must be read in conjunction with the Unit Outline. Further detailed information is in the:* Student Guide
* Education Delivery Staff Handbook
 |
| Recording requirements | Refer to the current VET Assessment Policy and Procedure.Assessors must apply the specific recording requirements for the department or location, which can vary.Check with your Student Administration Officer (SMO), Program Leader (PL)/Administrator if any further direction is needed. |

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| Student information |
| Student ID no. | ***2025XXXXXX*** | First name | ***John*** |
| Preferred name | ***John*** | Family name | ***Smith*** |
| Assessment location | ***WAI - Melbourne*** |
| Assessment dateDD / MM / YY | \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ | WAI Group |

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| ***251CCOCB2A*** |

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Task 1: Safe food handling record

You must

* Print your Logbook and take it to class with you
* Complete the tasks listed below, demonstrating you can handle food safely as outlined in the Food Safety Plan
* Ask their practical classroom teacher to observe them perform practical tasks prior to signing upon completion to confirm they have met workplace standards.

The Tasks below must be completed on at least three occasions:

* 1.1 Cleaning and sanitising requirements: kitchen utensils
* 1.2 Provide safe single-use items
* 1.3 Conduct temperature checks: preparation and storage
* 1.4 Conduct temperature checks: heating and cooling

Task 1: Safe food handling record

Students must complete the following examples of Safe Food Handling Practices on **three separate occasions,** requiringmultiple days and classes. Students must have the practical classroom teacher sign and date the Logbook as evidence that they completed the task successfully to workplace standards.

| 1.1 Cleaning and sanitising requirements for equipment, surfaces and utensils 5.1, 5.2, KE21,24,25,34,35, 37,39,40 |
| --- |
|  | Attempt 1 – Occasion 1 | Attempt 1 – Occasion 2 | Attempt 1 – Occasion 3 | Re-sit (Attempt 2) |
| Choose an item in the kitchen that needs to be cleaned and sanitised. Complete this task and explain how you cleaned and sanitised it. You must choose a different item each week. It can include:* Items found in the kitchen such as workbenches, bowls, pots, cutting boards, plates etc.
* Items in your tool kit such as knives, spoons, piping nozzles, spatulas, and offset spatulas.
 | To be completed by the student**Date: *03/01/2025*****Location: *EG15- BISTRO*****Teacher: *JOHN SMITH*****Item cleaned/sanitised:*****CUTTING BOARD***Description of how you cleaned and sanitised it:* *Remove food debris*
* *Rinse with warm water*
* *Wash while scrubbing with soapy water*
* *Rinse the board thoroughly*
* *Load into the dish washer for sterilization*
* *Once done keep on the rack to air dry*
 | To be completed by the student**Date: *10/01/2025*****Location: *E116*****Teacher: *LINDY WALSCH*****Item cleaned/sanitised:*****WORK BENCH***Description of how you cleaned and sanitised it:* *Pre-clean: scrape or wipe food scraps and other matter off surfaces and rinse with water.*
* *Wash: use hot water and detergent to remove grease and food residue*
* *Rinse: rinse off the detergent and any loosened residue.*
* *Sanitise: use a sanitiser to destroy remaining microorganisms*
* *Final rinse: wash off the sanitiser as manufacturer’s instruction.*
* *Dry: allow to air- dry or use single-use towels.*
 | To be completed by the student**Date: *17/01/2025*****Location: *E114*****Teacher: *TEDD GATES*****Item cleaned/sanitised:*****MICROWAVE***Description of how you cleaned and sanitised it:* *Wipe away loose dirt and debris with a clean cloth*
* *Spot-clean or scrape identifiable problem areas*
* *Remove the plate and wash in the dishwasher*
* *Wash the interior cabinet with detergent and warm water, rinse, sanitise, rinse and allow to air dry*
* *Lift the microwave and clean underneath it & the bench using warm water and detergent*
* *Rinse and sanitise the bench*
 | To be completed by the studentDate:\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Teacher name \_\_\_\_\_\_\_\_\_\_Item cleaned/sanitised:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Description of how you cleaned and sanitised it:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Teacher use onlyDid the student meet the criteria for workplace standards?Circle Yes (Y) or No (N) |  Yes NoTeacher sign: *J. S* |  Yes NoTeacher sign: *L.W* |  Yes NoTeacher sign: *T. G* |  Yes NoTeacher sign:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| 1.2 Provide single-use items use and disposal 1,4.2,KE19 |
| --- |
|  | Attempt 1 – Occasion 1 | Attempt 1 – Occasion 2 | Attempt 1 – Occasion 3 | Re-sit (Attempt 2) |
| Choose one single-use item to use in class and dispose of. Include the task involved when using the itemYou must choose a different item each week. *Student to* *Include which task was being completed when using the item and identify the unit.*It can include:* Food handler gloves
* Disposable piping bags
* Plastic wrap
* Paper towel
* Storage/packaging materials.
 | To be completed by the student**Date: *03/01/2025*****Location: *EG15- BISTRO*****Teacher: *JOHN SMITH***Item:***FOOD HANDLER GLOVES******Plating Grilled steak in meat Unit*** | To be completed by the student**Date: *10/01/2025*****Location: *EG15- BISTRO*****Teacher: *LINDY WALSCH***Item:***PIPING BAG******Piping eclairs in Cakes Unit*** | To be completed by the student**Date: *17/01/2025*****Location: *EG15- BISTRO*****Teacher: *TEDD GATES***Item:***PAPER TOWEL******Drying Hands after washing at the start of practical class*** | To be completed by the studentDate:\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Teacher name \_\_\_\_\_\_\_\_\_\_Item:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Teacher use onlyDid the student meet the criteria for workplace standards?Circle Yes (Y) or No (N) |  Yes NoTeacher sign: *J.S* | Yes NoTeacher sign: *L.W*  |  Yes NoTeacher sign: *T.G* |  Yes NoTeacher sign:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| 1.3 Conduct temperature checks – preparation and storage 3.1,3.2 KE13,16,22 |
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|  | Attempt 1 – Occasion 1 | Attempt 1 – Occasion 2 | Attempt 1 – Occasion 3 | Re-sit (Attempt 2) |
| Students are to use a calibrated thermometer to check the temperatures of food ingredients or products while they are being:Stored orPrepared You must choose a different item each week. At least two of the three items you choose must be stored in a fridge or freezer. Students should also report any unsuitable temperatures to their teacher. | To be completed by the student**Date: *03/01/2025*****Location: *EG15- BISTRO*****Teacher: *JOHN SMITH***Item:***RAW CHICKEN MARYLAND***Temperature:***Storage- 4.5°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the student**Date: *10/01/2025*****Location: *EG15- BISTRO*****Teacher: *LINDY WALSCH***Item:***THAI CHICKEN CURRY***Temperature:***Preparation - 78.3°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the student**Date: *17/01/2025*****Location: *EG15- BISTRO*****Teacher: *TEDD GATES***Item:***SALMON*** Temperature:***Storage - 4.2°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the studentDate:\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Teacher name \_\_\_\_\_\_\_\_\_\_Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Temperature: \_\_\_\_\_\_\_\_\_\_\_If the temperature is not appropriate, explain why:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Teacher use onlyDid the student meet the criteria for workplace standards?Circle Yes (Y) or No (N) |  Yes NoTeacher sign: *J.S* | Yes NoTeacher sign: *L. W*  |  Yes NoTeacher sign: *T.G* |  Yes NoTeacher sign: |

| 1.4 Conduct temperature checks –heating and cooling 3.1,3.2 KE16,22 |
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|  | Attempt 1 – Occasion 1 | Attempt 1 – Occasion 2 | Attempt 1 – Occasion 3 | Re-sit (Attempt 2) |
| Students are to use a calibrated thermometer to check the temperatures of food ingredients or products after they have been:* Cooked, and
* Cooled

You must choose a different item each week**. Items can include but not limited to**:* Products you have baked in the oven
* Products you have cooled in the blast chiller, fridge or freezer
* Ingredients you have heated in the microwave
* Ingredients you have cooled in the blast chiller, fridge or freezer
 | To be completed by the student**Date: *03/01/2025*****Location: *EG15- BISTRO*****Teacher: *JOHN SMITH***Item:***CRÈME PATISSIERE***Temperature:***4.5°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the student**Date: *10/01/2025*****Location: *EG15- BISTRO*****Teacher: *LINDY WALSCH***Item:***CHICKEN STOCK***Temperature:***Above 75°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the student**Date: *17/01/2025*****Location: *EG15- BISTRO*****Teacher: *TEDD GATES***Item:***FISH VELOUTE***Temperature:***4.2°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken.*** | To be completed by the studentDate:\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Teacher name \_\_\_\_\_\_\_\_\_\_Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Temperature: \_\_\_\_\_\_\_\_\_\_\_ |
| **Teacher use only**Did the student meet the criteria for workplace standards?Circle Yes (Y) or No (N) |  Yes NoTeacher sign: *J.S* | Yes NoTeacher sign: *L. W*  |  Yes NoTeacher sign: *T.G* |  Yes NoTeacher sign:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Task 2: Correct methods of controlling food hazards FS1,4,PE1.1,1.2,1.3,1.4,KE3,6,26-31

Students must complete the CCP table to show they can control food hazards.

For each CCP, you must use a calibrated thermometer to record temperatures of both a:

1. Food ingredients and
2. ‘Ready-to-eat’ food item.

Each of the following six food categories must be covered within the table at least once (examples are provided within the table to help you):

1. Dairy 2. Dry goods 3. Eggs 4. Frozen foods 5. Fruit/Veg. 6. Meat and poultry 7. Fish

This task can be completed over multiple days but must be submitted by the due date advised by your assessor.

| Student to complete the details in this columnCCP and an example of ‘food ingredient’ and ‘ready-to-eat’ food item | Student to complete the details in this columne.g. 25/07/22, Bistro, Jan Watson | Teacher to sign If the student met workplace standards. |
| --- | --- | --- |
| 1. | RECEIVING |
|  | **Ingredient** *(e.g. milk, cream)* | To be completed by the studentDate: ***3/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***JOHN SMITH***Item: ***HEAVY CREAM*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item** *(e.g. bread product)* | To be completed by the studentDate: ***10/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***FOCACCIA*** Temperature: ***5.6°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |

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| --- | --- |
| **2.** | STORING 2.1,2.2,2.3 KE13 |
|  | **Ingredient***(e.g. dried food – flour, products in jars)* | To be completed by the studentDate: ***17/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***TEDD GATES***Item: ***ALMOND FLOUR*** Temperature Range- ***10°C - 21°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item***(e.g. fish, smoked salmon)* | To be completed by the studentDate: ***03/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***JOHN SMITH***Item: ***SMOKED SALMON*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| 3.  | PREPARING |
|  | **Ingredient***(e.g. cheese, rocket)* | To be completed by the studentDate: ***10/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***CHEESE (SANDWICH)*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item**(*e.g. sliced ham)* | To be completed by the studentDate: ***17/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***JOHN SMITH***Item: ***PROSCIUTTO*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| **4.** | PROCESSING |
|  | **Ingredient***(e.g. raw poultry, cake batter, bread dough)* | To be completed by the studentDate: ***03/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***CHICKEN (CURRY)*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item***(e.g. eggs – mayonnaise-based salad dressing)* | To be completed by the studentDate: ***10/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***TEDD GATES***Item: ***CHIPOTLE MAYONNAISE(EGGS)*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| **5.** | DISPLAYING and SERVING 3.3 KE17 |
|  | **Ingredient***(e.g. sauces)* | To be completed by the studentDate: ***17/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***ORANGE CREAM*** ***SAUCE*** Temperature: ***68.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item**(*e.g. dry goods – crackers for cheese, biscuits)* | To be completed by the studentDate: ***03/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***JOHN SMITH***Item: ***CHOCOLATE CHIP COOKIES*** Temperature Range- ***10°C - 21°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| **6.** | PACKAGING - *Using packaging materials suited to foods & Monitoring of packaging damage* |
|  | **Ingredient (***monitoring packaging damage e.g. dry goods – chocolate buttons)* | To be completed by the studentDate: ***10/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***Water Crackers*** Packaging: ***Non- toxic materials, unbroken seals***If the packaging does not meet the required food safety standards:***Explain the action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item***(using suited packaging materials e.g. take away-dairy – Danish pastries, watermelon and feta salad)* | To be completed by the studentDate: ***17/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***PROFITEROLES*** Packaging***: Food Grade material, Temperature Resistance, Leak Proof Design***If the packaging does not meet the required food safety standards:***Explain the action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| **7.** | TRANSPORTING |
|  | **Ingredient***(e.g. dairy – milk, cream, yoghurt)* | To be completed by the studentDate: ***03/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***GREEK YOGHURT*** Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item***(e.g. eggs – filled baguette, cakes, Caesar salad dressing)* | To be completed by the studentDate: ***10/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***BACON & EGG SANDWICH***  Temperature: ***3.9°C***If the temperature is not appropriate, explain why:***Give an explanation if the temperate is not within the safe range and action taken*** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
| 8. | DISPOSING 6.1,6.2 |
|  | **Ingredient***(e.g. fruit and vegetables – peels)* | To be completed by the studentDate: ***17/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***POTATO PEELS*** Reason for disposal **– Unusable Trimmings****Disposal Method – Compost** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Ready-to-eat food item***(e.g. meat – sliced meat, bread)* | To be completed by the studentDate: ***03/01/2025*** Location; ***EG15- BISTRO*** Teacher’s Name: ***LINDY WALSCH***Item: ***SLICED HAM*** Reason for disposal **– Past Use by Date****Disposal Method – General Waste Bin** | Teacher sign:\_\_\_\_\_\_\_\_\_\_\_\_ |

Task 3: Coolroom or freezer temperature record FS1,2 for T1-3,1.4

3.1 Recording temperature of equipment

The student must complete the table below in a practical class by recording the temperature of a fridge, cool room or freezer at the start and end of the practical class.

This task must be done on three separate occasions, and then answer the question at 3.2 below.

| Attempt | Date | Equipment/Room | Time 1(e.g. start of class) | °C | Signature person recording temp. | Time 2(e.g. class end) | °C | Signature person recording temp. | Teacher \to signIf the student met workplace standards. |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Example* | *02/04/24* | *E116 Fridge1.* | *8:25AM* | *2.3°C* | Student Signature | *12:30PM* | *6.3°C* | Student Signature | Teacher’s name - ***John Smith***Signature ***JS*** |
| 1 | ***13/01/25*** | ***Bistro- Cool room*** | ***8:30AM*** | ***3.2°C*** | ***JS*** | ***2:30PM*** | ***4.8°C*** | ***JS*** | Teacher’s name - ***John Smith*** |
| 2 | ***15/01/25*** | ***Bistro- Cool room*** | ***8:30AM*** | ***2.8°C*** | ***JS*** | ***2:30PM*** | ***5.1°C*** | ***JS*** | Signature ***JS*** |
| 3 | ***17/01/25*** | ***Bistro- Cool room*** | ***8:30AM*** | ***2.4°C*** | ***JS*** | ***2:30PM*** | ***4.2°C*** | ***JS*** | Teacher’s name - ***John Smith*** |
| 4Re-sit |  |  |  |  |  |  |  |  | Signature ***JS*** |
| **Assessor, please note:** there are many possible outcomes for the students when checking fridge temperatures. The assessor must ensure that those temperatures stated are dealt with appropriately, e.g. within legal limits and where required actions are appropriate.3.2 Answer the following questionWhat process should occur if any refrigeration temperature is inappropriate, and to whom should you report any breaches, such as incorrect fridge temperatures? Explain your answer.***Monitor (e.g. fridge is 6.3°C, door may have been left open. If the temperature is still out of the safe range, act)******Outside of the above temp range, report to the supervisor or trainer******Have repair/maintenance if required. Relocate food to a functional refrigerator if required.*** |

Task 4: Calibration record E1.4,KE15,41,42,

4.1 Calibration exercise

Complete this record by calibrating your personal digital thermometer. You will need to name your thermometer (this can be any name, e.g. #1) and then calibrate it using both the ice and boiling water methods as follows:

1. Cold Calibration – ice method (*Temperature Reading on thermometers must be accurate to +/- 1ºC)*

* Create an ice slurry with minimal water, and let it stand for two minutes to allow the water to cool
* Insert the thermometer into the top 5cm of the water for a minimum of 30 seconds and record the temperature
* The temperature must be stable (ideally, 0°C).

**2. Hot Calibration – boiling water method (*Temperature Reading on thermometers must be accurate to +/- 1ºC)***

* Boil water in a pot. It must be actively boiling
* Insert the thermometer into the bottom 5cm of the water (without touching the bottom) for a minimum of 30 seconds and record the temperature
* The temperature must be stable (ideally, 100°C).

**Note:** accuracy is essential. Do not remove the decimal point or round the thermometer reading up or down.

Assessors’ discretion for dates/temperatures. Legal requirements must be followed.

There are multiple possible answers, and the answers below are guidelines only, except for the calibration method, where boiling water and ice slurry are the only acceptable answers.

| Attempt | Equipment ID | Date checked | Calibration method | Temperature | Fail/Pass | Corrective Action/Comment | Teacher to signIf the student met workplace standards |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | e.g. Thermometer 1 | 23/6/2024 | Boiling water | 101.2°C | F | Report to supervisor.Do not use. To be repaired | Teacher’s name - ***John Smith***Signature ***JS*** |
|  | e.g. Thermometer 1 | 23/6/2024 | Ice slurry | -0.4°C | P | No action requiredThermometer suitable to use | Teacher’s name - ***John Smith***Signature ***JS*** |
| Re-sit |  |  | Boiling water |  |  |  | Teacher’s name - ***John Smith***Signature ***JS*** |
|  |  | Ice slurry |  |  |  | Teacher’s name - ***John Smith***Signature ***JS*** |

4.2 Question on calibration result

Explain your answer regarding why your thermometer passed or failed.

* ***Thermometer Calibration-*** ***Temperature Reading on thermometers must be accurate to +/- 1ºC - PASS. Any reading more than ±1°C is a FAIL and the thermometer should be replaced, repaired or recalibrated.***
* ***Hot boiling water Calibration 100°C - Temperature Reading should be ±1°C. Range 99°C to 101°C***
* ***Cold Calibration 0°C - Temperature Reading should be ±1°C. Range 1°C to -1°C***