



Professional Chef Apprenticeship Commis Chef

Introduction:

This is the hospitality industry's professional commis chef apprenticeship, suitable for those who prepare and cook predominantly from fresh and raw ingredients. The standard enables commis chefs working in a variety of restaurants and catering outlets to achieve this apprenticeship.

The standard is suitable for those cooking in specialist, ethnic or fine dining restaurants, plus any other restaurants and catering outlets that serve freshly prepared and cooked food, which could include production kitchens, events catering or any sites catering for employees, clients or customers.

This qualification is suitable for those already in employment as well as those wishing to enter the hospitality industry.

Entry Requirements:

Employers will determine their own entry requirements for an employee to commence this apprenticeship.

Functional Skills:

To complete the apprenticeship the employee must pass level 1 English and Maths (or have the appropriate exemption certificate) and work towards and attempt level 2 before undertaking their end point assessment.

Duration:

The minimum duration for this apprenticeship is 12 months with an End Assessment in month 13.

Progression:

Progression from this apprenticeship could be to be a chef de partie role or senior production chef role and then onto head chef, executive head chef or chef patron of your own restaurant.

Funding:

This Commis Chef apprenticeship standard is funded by Central Government (DFE/SFA) at Band Three. Levy paying employers may fund apprentices on this programme from their Digital Apprenticeship Account and non-levy paying SMEs through the co-funded option. HIT can offer bursaries to assist early adopters to fund this apprenticeship. This apprenticeship standard is set at level 2.

End Assessment:

To achieve this apprenticeship standard, the employer, training provider and apprentice will agree when the apprentice is ready and competent to undertake the independent end assessment.

NVQ Professional Cookery Level 2 Diploma:

In addition to preparing the apprentice to complete their end assessment testing, HIT has mapped this new standard to this NVQ, so the apprentice will automatically achieve this Diploma.

Recipe Logbooks:

Apprentices will be required to complete a recipe logbook of all the dishes they prepare and cook at their workplace.

HIT Professional Chef Trainer Assessor:

Each apprentice will be assigned a designated Trainer Assessor by HIT who will visit them and their head chef bi-monthly at their workplace throughout the apprenticeship. On alternate months, the HIT Trainer Assessor will be in contact with the apprentice via email, phone Skype, 1-to-1 Webinar, video contact, hangout, etc., to coach, mentor and discuss progress.

This apprenticeship is delivered in partnership with



Professional Chef Apprenticeship - Commis Chef Standard

In the kitchen

Knowledge and Understanding (Know it)	Skills (Show it)	Behaviours (Live it)
Identify the factors which influence the types of dishes and menus offered by the business	Contribute to reviewing and refreshing menus in line with business and customer requirements	Show enthusiasm for keeping up to date with business and industry trends
Recognise how technology supports the development and production of dishes and menu items in own kitchen	Use available technology in line with business procedures and guidelines to achieve the best result	Use technology and equipment in line with training
Recognise the importance of checking food stocks and keeping the storage areas in good order Know the procedures to carry out and how to deal with identified shortages and food close to expiry date	Check food stocks, report on shortages, prioritise food that is close to expiry and keep the storage areas in good order	Has the confidence to promptly deal with sub-standard ingredients, or those nearing their sell by date
Know how to undertake set up, preparation and cleaning tasks to standard whilst working in a challenging, time bound environment	Work methodically to prioritise tasks, ensuring they are completed at the right moment and to the required standard	Demonstrate the ability to identify when tasks are not going to plan and has the confidence to request support when needed
Identify correct ingredients and portion sizes for each dish in line with recipe specifications	Measure dish ingredients and portion sizes accurately	Pay attention to detail and work consistently to achieve standards
Identify the principles of basic food preparation and cooking; taste; allergens; diet and nutrition	Demonstrate a range of craft preparation and basic cooking skills and techniques to prepare, produce and present dishes and menu items in line with business requirements	Show commitment to developing skills and knowledge; trying out new ingredients and dishes; practicing and reflecting on different preparation and cooking techniques
Identify commonly used knives and kitchen equipment and their specific function	Use correct knives and knife skills when preparing food and use the correct equipment when preparing, cooking and presenting food	Demonstrate care and attention when using knives and equipment
Recognise and understand sources and quality points of common food groups and commodities	Correctly store and use food commodities when preparing dishes	Consistently use the correct volume and quality of commodities in each dish, maintaining attention to detail
Identify traditional cuts of; and basic preparation methods for, meat, poultry, fish and vegetables	Apply correct preparation and selection methods when using meat, poultry, fish and vegetables	Utilise correct cuts and preparation methods to produce high quality, technically sound dishes
Recognise the impact of seasonality on the availability, quality and price of ingredients	Complete preparation and cooking tasks to a high standard, delivered on time and presented as described within the recipe specification	Has an appreciation of ingredients

Food Safety

Knowledge and Understanding (Know it)	Skills (Show it)	Behaviours (Live it)
Identify the personal hygiene standards, food safety practices and procedures required, understand the importance of following them and consequences of failing to meet them	Maintain a clean and hygienic kitchen environment at all times, complete kitchen documentation as required	Demonstrate high personal hygiene standards
Know how to store, prepare and cook ingredients to maintain quality, in line with food safety legislation	Store, prepare and cook ingredients correctly to deliver a quality product that is safe for the consumer	Follow safe working practices when storing, preparing and cooking ingredients to maintain their quality and safety

People

Knowledge and Understanding (Know it)	Skills (Show it)	Behaviours (Live it)
Understand how personal and team performance impact on the successful production of dishes and menu items Support team members to produce dishes and menu items on time to quality standards	Work effectively with others to ensure dishes produced are of high quality, delivered on time and to the standard required	Take pride in own role through an enthusiastic and professional approach to tasks
Know how to communicate with colleagues and team members from a diverse range of backgrounds and cultures	Use suitable methods of communication and operate in a fair and equal manner that demonstrates effective team working	Listen to and respect other peoples' point of view and respond politely
Understand the importance of training and development to maximise own performance	Develop own skills and knowledge through training and experiences	Welcome and act on feedback to improve personal methods of working, recognising the impact that personal performance has on the team
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Have an understanding of professional behaviours and organisational culture	Perform role to the best of own ability in line with the business values and culture	Behave in a manner in line with the values and culture of the business
Recognise how all teams are dependent on each other and understand the importance of teamwork both back and front of house	Develop good working relationships across the team and with colleagues in other parts of the organisation, and deal with challenges and problems constructively to drive a positive outcome	Communicate and behave effectively to help team members achieve the best result for the customers and the business

Business

Knowledge and Understanding (Know it)	Skills (Show it)	Behaviours (Live it)
Understand the basic costing and yield of dishes and the meaning of gross profit	Follow instruction to meet targets and effectively control resources	Be financially aware in approach to all aspects of work
Be financially aware in approach to all aspects of work	Follow procedures regarding usage and waste of resources	Follow procedures regarding usage and waste of resources
Recognise potential risks in the working environment, how to address them and the potential	Undertake all tasks with due care and attention, reporting risks in the appropriate manner	Is vigilant and aware of potential risks within the kitchen environment and takes action to prevent them

Commis Chef Apprenticeship Journey



End Test Criteria

Readiness for the independent end assessment

The independent end assessment is synoptic, which means it takes an overview of the apprentices' competence. The end assessment will only commence once the employer is confident that the apprentice has developed all the knowledge, skills and behaviours defined in the apprenticeship standard and clearly evidenced by the on-programme progression review meetings and records.

End Assessment

The apprentice will be independently assessed to the standard using four complementary assessment methods:



On demand test

- 90 minute on demand multiple choice test
- Scenario based questions
- Externally set and marked automatically by the assessment organisation
- Undertaken either on the employer's premises or off site
- Pass: 70% + correct answers
- Distinction: 85% + correct answers



Practical observation

- 3 hour observation of the apprentice in the working environment
- Time may be split to cover preparation and service
- Shows apprentice working in an operational kitchen environment to produce food to standard



Culinary challenge observation

- 2 hour observation in a controlled environment
- Main course – from the organisation's menu
- Dessert - base dessert category issued by assessor, must be adapted to reflect customer demand / seasonality



Professional discussion

- 40 minute structured meeting
- Led by the end assessor, involving the apprentice and head chef
- Focusing on the log of recipes produced to demonstrate competence across the culinary range

Observations:

The apprentice must demonstrate competence against all of the assessment criteria (follow link below to Annex G (ii and iii)). Any assessment criteria not covered in the observation must be covered in the professional discussion. The apprentice will perform each task required to the correct standard in a logical order adhering to food safety and organisational requirements. To obtain a distinction, the apprentice must demonstrate excellence in their approach, working efficiently and effectively, prioritising tasks and using appropriate communication. Food preparation, cooking and finishing tasks will be executed to an excellent standard, dishes will be accurately presented and flavour / taste profile fully to the required standard.

Culinary challenge:

Effective planning will demonstrate detailed research into the adapted dish and the apprentice will work within planned time scales to maximise productivity and produce a high quality end result. Can be graded as pass or distinction.

Professional discussion:

The apprentice must demonstrate competence against all of the assessment criteria and will explain, and provide requested evidence to prove how they have met the relevant assessment criteria, including effective communication, team work, self-evaluation and the behavioural elements of the standard. Can be graded as pass or distinction.

Recipe logbook:

This is the apprentice's opportunity to present the variety of dishes they have independently prepared, with full recipes, time plans, food safety controls, photos and endorsed by their head chef.

Assignments:

The 12 culinary assignments to be completed between the HIT Trainer Assessor's site visits are:

- Meat
- Poultry
- Fish
- Offal
- Game
- Shellfish
- Vegetables and Vegetable Protein
- Stocks, Sauces and Soups
- Pasta, Egg and Rice dishes
- Pastry, Bread and Dough
- Cakes, Biscuits, Sponges and Scones
- Cold and Hot Desserts

To access the complete End Assessment criteria visit

www.gov.uk/government/collections/apprenticeship-standards and follow link to

apprenticeship standard approved for delivery → Hospitality standards → Assessment Plan for Commis Chef