

Subject guidance for internally assessed qualifications in 2020-21

Please read this document in conjunction with [guidance for the assessment of internally assessed qualifications issued to centres in August 2020](#).

Group Award titles:	HN/NC/NPAs in Professional Cookery
Group Award codes:	GP6V 43 GP6W 44 GP79 45 GP7A 46 GP77 45 GP78 46 GR1V 15 GF95 43 GF96 44 GD24 45 GK3V 46 G7N4 15 GF4T 16 GR1W 16

Units and/or outcomes where conditions of assessment can or cannot be altered

Conditions of assessment for the following units cannot be altered:

Food Hygiene Intermediate (F4TL 34)

- ◆ Closed book assessments must be retained.

For all other units, centres can gather evidence for learning outcomes under open book conditions if this is more practicable for 2020-21. Examples of alternative assessment could be questions which have been answered and submitted by learners in a given time period, an electronic presentation with questions and answers, case studies, professional discussions, viva voce examinations or a report. Centres must ensure that the revised assessment task(s) is of the same level of demand for the learner as required by the original assessment requirements.

SQA ASPs with closed-book conditions may not be used for assessment in open-book conditions.

A pre-verification service is available to support centres develop assessment instruments adapted from closed-book to open-book conditions operationshvg@sqa.org.uk

Adaptations to evidence requirements to help manage assessment

Managing Financial Resources in Hospitality (DL3A 35)

- ◆ Closed book conditions in evidence requirements may be adjusted.

Management of Food and Beverage Operations (H197 35/J3J1 35)

- ◆ Students should still plan for 30 covers but as a disclaimer within their portfolio they should include a statement that, due to current government guidelines, the following number can be accommodated. This number should reflect the capacity possible in the individual centre.

Rationale

F4TL 34 is used for application for REHIS Intermediate level Food Hygiene Certificate and REHIS have confirmed closed book assessment conditions must be maintained for recognition to continue.

Additional guidance and information

Most centres have prioritised access to facilities for practical subjects although production time in most colleges is down by 30-50% therefore students should be encouraged to build-up their skill levels out with college environment. Some centres are making arrangements to provide ingredient packs to allow students to practice at home. Students could record themselves making dishes for the production cookery units, these recordings could then be used as supplementary evidence generated in the centre.

Hospitality Supervision (J3HY 34)

- ◆ Students should have all their planning in place as soon as possible so they are able to carry out the supervision tasks when the opportunities arise across the term. For the 10-minute training activity, students could prepare a plan for this and then record themselves carrying out the training activity and upload this to the college platform for assessment.

Food and Beverage Service/Operations (DL3G 34/J2PC 34)

- ◆ Although training restaurants may not yet be open to the public, they can still be used as a simulated environment for completing practical activities.
- ◆ Some centres are planning to offer a takeaway service for students and staff.
- ◆ Students should maintain logbooks – they can include details of any relevant service experience they have taken part in and produce a reflective account to cover the evaluation requirement.

Hospitality Financial Accounting (DL3R 34)

- ◆ This unit requires a manual double entry bookkeeping system to be completed under supervised conditions, however Excel spreadsheets can be used this year.

Suggested units that can be integrated include:

Professional Cookery: Practical (J1S5 45)

- ◆ This unit has been designed to be delivered in conjunction with the SCQF level 5 units Professional Cookery: Knowledge and Professional Cookery: Kitchen Operations.

Food Hygiene for the Hospitality Industry (J1NJ 45)

- ◆ This unit is ideally suited for integration with the teaching of other food preparation, cooking or service units.

Stocks, Sauces and Soups (J1S8 45)

- ◆ There is no requirement for learners to produce completed dishes from the stocks, sauces, jus and gravies; therefore, this unit may be integrated with other Professional Cookery units as long as the evidence requirements are met.

Health and Safety in Hospitality (J1NN 45)

- ◆ It is important to integrate the learning from this unit into practical units in the programme.

Pastry (J1X4 45)

- ◆ If this unit is being delivered as part of the NC in Professional Cookery at SCQF level 5, it could be delivered in conjunction with the SCQF level 5 units Professional Cookery: Knowledge and Professional Cookery: Kitchen Operations.

Alcoholic Beverages (J1SA 46)

- ◆ It is recommended that the delivery of this unit be integrated with Food and Drink Service units at an appropriate level.

Professional Cookery: Knowledge (J1S6 46)

- ◆ This unit is designed to be delivered in conjunction with the SCQF level 6 units J1S5 46 Professional Cookery: Practical and J1S7 46 Professional Cookery: Kitchen Operations.

Food Hygiene for the Hospitality Industry (J1NJ 46)

- ◆ This unit is ideally suited for integration with the teaching of other food preparation, cooking, or service units.

Leading a Hospitality Team (J1NX 46)

- ◆ Delivery of this unit could be integrated with the unit Customer Care Excellence in Hospitality at SCQF level 6.

Professional Cookery: Practical (J2LE 34)

- ◆ Delivery of this unit should be underpinned with background information relevant to each task, therefore it is suited for integration with the units the SCQF level 7 units Professional Cookery: Knowledge and Professional Cookery: Kitchen Operations.

Professional Cookery: Practical Pastry (J3H8 34)

- ◆ It has been designed to be delivered in conjunction with the SCQF level 7 unit Professional Cookery: Pastry Knowledge. Opportunities should be taken to integrate the required knowledge of food hygiene and health and safety while participating in practical activities.

Costing of Dishes (J3SE 34)

- ◆ This could be integrated with the unit Hospitality: Financial Control Systems.