



Qualification Support Team (QST): Professional Cookery

Note of meeting 5 held on Tuesday 7 June 2022 (via Microsoft Teams)

Members:

City of Glasgow College
Dumfries and Galloway College
Fife College
Forth Valley College
New College Lanarkshire
Perth College
South Lanarkshire College
West College Scotland
West Highland College
West Lothian College

Officers:

Christine Keenan
Carol McEvoy

By Invitation:

Senior External Verifier (SEV)

Agenda Item 5/1: Welcome

Members were welcomed to the meeting and apologies noted.

Agenda Item 5/2: Note of Previous meeting

The team reviewed the note of the previous meeting. It was noted that the date of the previous meeting was 4 November, not 4 June as stated in the note of the meeting, otherwise the team agreed that it is an accurate record.

Agenda Item 5/3: Matters Arising

It was noted that the HNC/D group award specification for Professional Cookery had been updated to include the guidance on credit transfer between the old and new units.

The approval requirements information sheet for Professional Cookery Qualifications at SCQF levels 5-8 has now been published on the professional cookery web pages.

Two case studies have also now been published on the NC/NPA Professional Cookery web pages, one highlighting the positive school/college partnerships that Dumfries and Galloway College have developed with local schools and one detailing learner success stories. Dumfries and Galloway College were thanked for their help producing the case studies.

Agenda Item 5/4: Reflection of Delivery and Assessment During 2021/2022

Team members discussed their experiences of delivering the qualifications this year and plans for next session. The following was noted:

- It has been a challenging year due to uncertain access to college and/or non-attendance of students and making provision for revision and supporting students who have missed classes to catch up.
- Retention is slightly down this year with COVID, personal issues, gaining employment, etc being given as reasons for dropping out of college. However, since November things have settled, and all remaining students are expected to achieve.
- The new units have been well received by students and teaching staff.
- Experience of delivering the new 2 credit Professional Cookery: Knowledge unit highlighted the need to tackle it from the very beginning on an on-going basis as a portfolio and to build in time for students to look all the different commodities, etc. Leaving it too late to start or if students fall behind could result in a big piece of work having to be completed at the end of the course.
- Numbers for 2022/23 are looking good with most professional cookery courses close to being full, although recruiting for front of house courses has been more difficult, which could have an impact on the number of services than can be run.
- Some colleges are looking at different delivery models, eg condensed delivery over 18 weeks instead of 36, later starting times, etc

Agenda Items 5/5: SCQF level 3 and 4 units

The SEV reported that feedback from recent verification activity questioned the publication date of the specifications of the units Food Preparation Techniques: An Introduction and Cookery Processes: An Introduction (at SCQF levels 3 and 4), and also the use of National Assessment Bank (NAB) material.

It was noted that although the unit specifications state the original publication date, they were reviewed in 2019 as part of the project to revise the suite of hospitality and professional cookery qualifications. At that time it was agreed that the content was generic enough not to need revision and therefore the original code should be retained. However, they were transferred to the current unit specification template and the core skills signposting and history of changes sections updated.

It was suggested that the format of the Assessment Support Packs (ASPs) as used for the Food Hygiene units at levels 3 to 6 helps to provide continuity across the levels.

The team discussed the level 3 and 4 units and the NPAs in Professional Cookery at levels 3-6 and noted the following:

- Due to the different style of units in the level 4 NPA, progression from level 4 to level 5 is not as smooth as it is from level 5 to level 6
- The possibility of transferring the NABs to the current ASP template was suggested
- Creating an assessment covering the level 4 Preparation Techniques and Cookery Processes units that would be more sympathetic to the style of the level 5 and level 6 units could be considered
- Consulting with centres to gather further feedback would be useful.

Agenda Item 5/6: Alternative Approaches to Assessment for 2022-23

It was noted that the alternative approaches to assessment would be carried over to session 2022/2023, although the expectation is that the decision tree will not be needed for the majority but will be available if required for individual circumstances. The dates on the Alternative assessment guidance published on the subject web pages will be changed to 2022/2023 by August.

Agenda Item 5/7: Next Generation: HN Update

- The last two in the series of webinars are available to book at the [Next Gen: HN web page](#) ie:
 - 22nd June Pilot reflections
 - 23rd June Grading Models (postponed from April)
- Recordings of previous webinars are also available from the [Next Gen: HN web page](#)
- It has been confirmed that learning for sustainability (LfS) will be an assessable element in new frameworks going forward
- Awaiting confirmation of the next stages

Agenda Item 5/8: Any Other Business

Changes to SQA:

- Louise Hayward's report on her review of National Qualifications is due in March 2023
- Information on the structure of the new organisation not expected until the end of this year

Agenda Item 5/9: Date of Next Meeting

To be confirmed