

<b>Student</b>	<b>Prep for Further Learning</b>	<b>H&amp;S and Food Hygiene</b>	<b>Intro to Mental Ill Health</b>	<b>Preparing for an Interview</b>
<b>Student 1</b>				
<b>Student 2</b>				
<b>Student 3</b>				
<b>Student 4</b>				
<b>Student 5</b>				
<b>Student 6</b>				
<b>Student 7</b>				
<b>Student 8</b>				
<b>Student 9</b>				
<b>Student 10</b>				

**Entry Level 3 Preparation for Further Learning or Employment R/650/0490**

The aim of this unit is to provide learners with the opportunity to discuss with their tutor their personal qualities, strengths, prior learning, skills and experience and any potential opportunities and challenges at the start of their training programme. They will action plan their next steps to achieve personal learning or development goals.		Student 1	Student 2	Student 3	Student 4	Student 5	Student 6	Student 7	Student 8	Student 9	Student 10
<b>1. Be able to identify their personal qualities, prior learning, skills and experience.</b>											
AC 1.1	list their personal qualities, strengths, prior learning, skills and experience.										
<b>2. Know how to address opportunities and challenges during this learning programme.</b>											
AC 2.1	state any potential opportunities and challenges that may be present when looking for further learning or development opportunities.										
AC 2.2	give examples of advantages that could be achieved from addressing these challenges										
<b>3. Know how to plan to overcome challenges and achieve personal goals.</b>											
AC 3.1	produce a simple action plan identifying their next steps and deadlines to overcome challenges and achieve their goals.										

## Entry Level 3 Health and Safety and Food Hygiene in Catering K/650/0910

The aim of this unit is to provide learners with the knowledge and understanding of health and safety, and food hygiene in a catering environment.		Student 1	Student 2	Student 3	Student 4	Student 5	Student 6	Student 7	Student 8	Student 9	Student 10
<b>1. Know the importance of health and safety in a catering environment.</b>											
AC 1.1	Examples of health and safety hazards in the workplace										
AC 1.2	Why health and safety hazards must be reported										
AC 1.3	The importance of following instructions, safety rules and safe procedures at work.										
<b>2. Know the importance of food safety in a catering environment.</b>											
AC 2.1	The individual's responsibilities towards food safety										
AC 2.2	The meaning of contamination										
AC 2.3	How food should be handled to prevent contamination										
AC 2.4	The importance of time and temperature controls.										
<b>3. Know how to keep themselves safe, clean and hygienic.</b>											
AC 3.1	Reasons for maintaining personal hygiene										
AC 3.2	Ways in which you can maintain personal hygiene.										
<b>4. Know how to keep the work area clean and hygienic.</b>											
AC 4.1	Ways of keeping work areas clean and hygienic										
AC 4.2	The purpose of a cleaning schedule										
AC 4.3	Examples of how waste should be stored and disposed of.										

### Entry Level 3 Introduction to Mental ill Health L/650/1163

The aim of this unit is to provide learners with an awareness of causes, signs and symptoms of mental ill health; the support available to help a person and how to maintain positive mental health.		Student 1	Student 2	Student 3	Student 4	Student 5	Student 6	Student 7	Student 8	Student 9	Student 10
<b>1. Know about the possible causes, signs or symptoms of mental ill health.</b>											
AC 1.1	define the term 'mental health'.										
AC 1.2	give examples of mental ill health.										
AC 1.3	identify potential causes of mental ill health.										
AC 1.4	list signs and symptoms of mental ill health.										
AC 1.5	state why individuals may experience mental ill health at a certain point in their life.										
<b>2. Know the support available to people who have issues with their mental health.</b>											
AC 2.1	identify potential sources of support or guidance for those experiencing mental ill health.										
AC 2.2	state how external support can help individuals.										
<b>3. Know how to maintain positive mental health.</b>											
AC 3.1	identify different ways of maintaining positive mental health.										

### Entry Level 3 Preparing for an Interview T/650/0491

The aim of this unit is to provide learners with the skills and knowledge to prepare for an interview for a job or training course application. The tutor will hold the interview with the learner in a simulated work or training recruitment environment.		Student 1	Student 2	Student 3	Student 4	Student 5	Student 6	Student 7	Student 8	Student 9	Student 10
<b>1. Understand how to prepare for an interview.</b>											
AC 1.1	find out information about the job or training course they are applying for.										
AC 1.2	identify the people who may be involved in a recruitment interview.										
AC 1.3	identify information that they may need to take with them to a recruitment interview.										
AC 1.4	identify appropriate clothing to wear for the interview.										
AC 1.5	prepare answers to potential questions that may be asked at the interview.										
AC 1.6	identify questions to ask the interviewer at the end of the interview.										
<b>2. Be able to practice interview skills.</b>											
AC 2.1	give answers to straightforward, open interview questions.										
AC 2.2	ask the interviewer questions at the end of the interview.										
AC 2.3	identify what went well in the interview and what could be improved.										