

Food and Beverage Operations (BMIH4002)
Student Placement Plan for Kitchen

This Student Placement Plan is devised to provide Operational Training and Practical Knowledge to successfully support your placement. You will engage in all mandatory tasks to ensure full completion by the end of the department rotation (Kitchen (2) Weeks & Food & Beverage (2) Weeks). Please ensure you always keep your Plan with you (as you would an Assignment) and your trainer signs off on all tasks upon their completion.

Student Name: MOHAMMAD EKRAM HOSSAIN	Department: Kitchen	Manager: G. Campbell
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Welcome to the **Kitchen** section of your placement. You will be required to complete a **minimum of 16 hours per week**.

All students are scheduled into a weekly Kitchen Rota that is emailed to the Student, University and Property Mentor. You are required to attend all scheduled shifts and follow the attendance policy in the event you cannot attend a scheduled shift.

The Executive Chef/Supervisor will meet with you at the start of your rotation and discuss shift expectations during your Kitchen Placement.

For you to achieve the most out of the *Training & Knowledge* delivered to you on placement, engagement in the variety of shift patterns is mandatory and will allow you to achieve a greater understanding of the diversity of the Hotel Operation:

- Weekday/Weekend - Breakfast
- Weekday/Weekend - Dinner
- Weekday Conference & Banqueting
- Weekend Conference & Banqueting

Please organise appointments with the Executive Chef/Supervisors to discuss your Plan; Shifts & Rotas and additional training once all mandatory tasks are completed. It is your responsibility to ensure you are being scheduled according to the completion of tasks listed on your Plan, so please ensure you communicate with your supervisor and ensure you are receiving training on the task list.

Although the minimum requirement is 16 hours per week, this is a great opportunity to gain additional experience in this department. Speak to your supervisor to request additional hours and training on specific tasks you would like to explore further.

The Student Schedule with hours and shifts worked is detailed on Page 2. Your successful completion of the department rotation is reliant on you demonstrating that you have worked and have been exposed to the diversity of the department operation. The *Hours Worked and Shift Patterns* will be validated by your trainer and department manager.



Documentation Required for your Placement:

- 1) **The Placement Plan** - Students are responsible for ensuring the tasks included in the plan are monitored and coordinated with shift supervisors/trainers for successful completion of all required tasks. Ensure you are working through the tasks and ensure they are signed off after each shift.
- 2) **Learning Log** - The Food & Beverage Operations Module requires Off Learning Log (750 words) to capture your combined experiences in both the Kitchen and Food & Beverage (6 weeks).

Upon completion of the Food & Beverage rotation, you will upload (1) Placement Plan for Kitchen (2 weeks), (1) Placement Plan for Food & Beverage (2 Weeks) and (1) Learning Log (750 words) into Turnitin.

Timely submission will be expected as per university guidelines and the required dates will be posted in the Turnitin Link.

Schedule for the Kitchen Rotation

- Mandatory (2) Weeks
- Minimum (16) Hours per Week
- Inclusive of a Variety of Shift Patterns

To be completed Weekly by Student and Executive Chef/Supervisor

Student Schedule Week One	Include Dates Time/Hours Worked	Student Signature	Manager
Weekday Breakfast / Dinner (Circle)	28.10.2021 10:30 - 2:30pm (4:30h)		
Weekend Breakfast / Dinner (Circle)	29.10.2021 10:30pm - 4:30h		
Weekday Conference & Banqueting Meeting or Event Name WEDNESDAY	29.10.2021 10:30 (4:50)		
Weekend Conference & Banqueting Meeting or Event Name THURSDAY	30.10.2021 12:30 - 2:00 (6:50)		
Student Schedule Week Two	Include Dates Hours/Time Worked	Student Signature	Manager
Weekday Breakfast / Dinner (Circle)			
Weekend Breakfast / Dinner (Circle)			
Weekday Conference & Banqueting Meeting or Event Name FRIDAY	4.11.2021 13:30 - 22:00 (8:50)		
Weekend Conference & Banqueting Meeting or Event Name SATURDAY	5.11.2021 13:30 - 22:00 (8:50)		



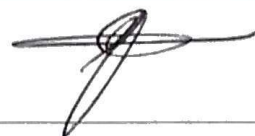
Kitchen Placement - Specific Training & Tasks

The Traffic Light System demonstrates for the student an understanding of the progressive expertise to expect during the department rotation. Each Hotel will be provided with the Placement Plans in advance of the student arrival and customise them to meet the needs of their specific hotel operation.

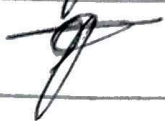
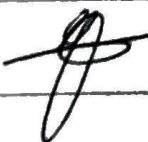
Red Zone Tasks – Introductory

Orange Zone Tasks – Intermediate

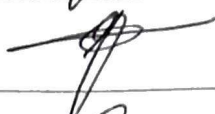
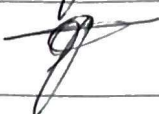
Green Zone Tasks – In-depth

Introductory	Date Completed	Student Signature	Supervisor Signature
Red Zone			
Introduction to Kitchen; Health & Safety	28/10/21		
Great Food Safe Food Training			
Kitchen Hierarchy - Roles & Responsibilities -Executive Chef -Sous Chef -Chef de Partie -Commis Chef -Kitchen Porter	28/10/21		
Orientation for all Operational Areas i.e.: Kitchen Line Kitchen Larder Room Service Banqueting	28/10/21		
Orientation for all BOH areas i.e.: Receiving Dry Storage Chemicals & Dishwash Area	20/11/21		
Uniform; Shoes & Gloves	28/10/21		



Cutting Board & Colour Training	28/10/21		
Recycling & Trash Removal	28/10/21		
Fridge Prep / First in First Out (FIFO)	28/10/21		
How to Clean Down Training	28/10/21		
Training: AM Checklist			
Training: PM Checklist			
Use Records & Brand Standards training	29/10/21		
Explain/Train Quarterly Brand Food Promotions Inclusive of Valentine's; Mother's Day; Father's Day; Kids Eat Free; 2/3 Course Menu offerings	29/10/21		
Menu Specs Training: Overview Diaries Presentation Taste Panel	29/10/21		
Food Safety Logs Training: -Fridge Temperatures -Holding -Buffet -Railroad Clearing Log -All 'A' Logs	29/10/21		
Brand Food for kids	29/10/21		

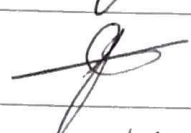


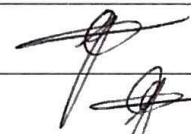
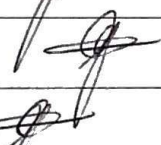
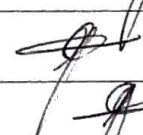
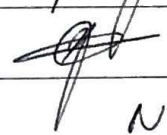
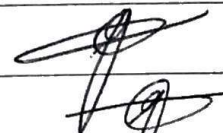
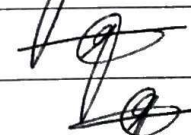
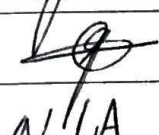
Cutting Board & Colour Training	28/10/21		
Recycling & Trash Removal	28/10/21		
Fridge Prep / First in First Out (FIFO)	28/10/21		
How to Clean Down Training	28/10/21		
Training: AM Checklist			
Training: PM Checklist			
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Explain/Train Quarterly Brand Food Promotions Inclusive of Valentine's; Mother's Day; Father's Day; Kids Eat Free; 2/3 Course Menu offerings	29/10/21		
Menu Specs Training: Overview Dietaries Presentation Taste Panel	29/10/21		
Food Safety Logs Training: -Fridge Temperatures -Holding -Buffet -Railroad Cleaning Log -All A's Log	29/10/21		
Food Safety Log	29/10/21		



- Check Time for Starters; Mains & Desserts - Define Mains Away	30/10/21		
Larder Section to include section Open/Closing Procedures			NIA
Prep AM Food Service	30/10/21		
Tickets; Printers and Communication			NIA
Eggs – Cooking Procedures	30/10/21		
Brand Standard Omelette Station	30/10/21		NIA
Introduction to Banqueting – Inclusive of Banquet Event Order (BEO) Training	30/10/21		
Explanation: C&B Plated Service Standard Formal Types of Events	30/10/21		
Explanation: C&B Buffet Service Standard Casual Types of Events	30/10/21		
Scullery – Cleaning Procedures			NIA
Dry Goods	30/10/21		
Wet Goods			
Canteen Preparation	30/10/21		



Intermediate	Date Completed	Student Signature	Supervisor Signature
Demonstrate Preparation of: (1) Sandwich (1) Salad (1) Dessert	2/11/21		
Kitchen Line Training – Prep and Operation			N/A
Allergens & Intolerances Training	2/11/21		
Soup of the Day Training	2/11/21		
Food Specials Training			N/A
Knife Safety	2/11/21		
Dishwasher Operation Training including Brand Standard Temperatures			N/A
Pot Wash Training			
Dinner Service Prep Training /	2/11/21		
Produce (1) Arrival Treat for Loyalty Member	2/11/21		
In-Depth	Date Completed	Student Signature	Supervisor Signature
Demor Room 5		operators by Gordon Ramsay kitchen	N/A

Order to Brand Standard			N/A
Prep Training for Banqueting Event / Allergens & Intolerances	2/11/21		
Plating Up procedures	2/11/21		
Taste Panel Training			
Demonstrate Knowledge of Cutting Boards and Colours	2/11/21		
Demonstrate Knowledge of the A Logs, Railroad Logs and Fridge Temperatures & Process	2/11/21		
Demonstrate Knowledge of Internal Cooking Temperatures			
Demonstrate all the below:			
Allergens	2/11/21		
Intolerances	2/11/21		
Gluten Free	2/11/21		
Vegetarian	2/11/21		
Vegan	2/11/21		
Takeaway Procedures			N/A
Cross Contamination	2/11/21		
FIFO	2/11/21		
Check Average Brand Standard	2/11/21		
Grilling Service			N/A



Sauce Service	4/11/21	~~S~~	~~[Signature]~~
Larder Service	4/11/21	~~S~~	~~[Signature]~~
Buffet Service	4/11/21	~~S~~	~~[Signature]~~
Line Service			N/A
C&B Service			
Stock Incoming Delivery	4/11/21	~~S~~	~~[Signature]~~
Knife Safety	4/11/21	~~S~~	~~[Signature]~~
Chemical Safety	4/11/21	~~S~~	~~[Signature]~~
Uniform & Gloves	4/11/21	~~S~~	~~[Signature]~~
Grooming	4/11/21	~~S~~	~~[Signature]~~
Jewellery	4/11/21	~~S~~	~~[Signature]~~
Food Hygiene Rating	4/11/21	~~S~~	5
Handwashing only sinks	4/11/21	~~S~~	~~[Signature]~~
Comments:			

Hotel Placement - LV4 Student Learning Log

Kitchen and Food & Beverage (750 Words)

The Student Learning Log is the placement development record and is designed for the student to reflect on (not describe) their learning experience in order to critically review their development.

Students should focus upon:

1. A brief generic overview of the overall placement. This should review the experience in terms of the placement objectives and the student's own learning outcomes. Particular attention should be









! This sink for food wash only



