Access Recognised Training

Certificate III in Commercial Cookery

STUDENT INFORMATION PACK
STUDENT INFORMATION

Thank you for your interest in Access Recognised Training’s flexible work-based Certificate III Commercial Cookery Australian Apprenticeship pathway.

If you choose to study with us - You, you’re employer and Access Recognised Training (ACCESS) will be undertaking one of the most up-to-date, industry relevant training programs available. Together, we will work towards empowering you with the knowledge, practical skills and experience that is necessary to be successful in the challenging world of hospitality and commercial cookery.

Our Certificate III Commercial Cookery program meets all the requirements of the VET Quality Framework (VQF) ensuring you will receive a Nationally Recognised Qualification on successful completion of your qualification.

ACCESS is a Registered Training Organisation (RTO) providing both accredited and non-accredited training courses in the Australian Capital Territory (ACT).

FLEXIBLE WORK-BASED TRAINING

Flexible work-based training involves the majority of training and assessment occurring in the workplace and not in a classroom. You will be required to work closely with your workplace supervisor (your employer and/or their qualified representative) and your workplace assessor from ACCESS to complete both the theory-based and practical-based components of the course.

Once all the theory and practical components have been achieved you will have earned your Certificate III in Commercial Cookery and have the ability to perform the role of a Qualified Chef in a commercial kitchen environment.

Theory-based Training and Assessment

The theory-based component of the course will be performed using a combination of online and face-to-face delivery modes. You will be given time during your normal working week to complete your theory-based training activities and liaise with your workplace assessor. You will be issued with the most engaging interactive multimedia learning resources available (Didasko Learning Resources). These resources are available via our online platform, flash drive or hard copy.

Didasko learning resources include:

- All theory-based assessment tasks and tools;
- Pictures and video from real industry environments;
- Challenging and stimulating multimedia activities;
- Voice-overs for simulated workplace situations;
- Clear, understandable text;
- Simple functionality for accessing and navigating; and
- Interactive guides that demonstrate features and show users how to navigate the resource.
Practical-based Training and Assessment
The practical-based component of the course will occur primarily on-the-job. Your workplace supervisor will be responsible for your practical skills training and this will occur every day you go to work. Once you have gained the necessary practical skills your workplace assessor will assess you against the requirements of the qualification and hopefully deem you competent.

CAREER OPPORTUNITIES
Careers in commercial cookery are no easy option. They involve a lot of hard, often physical work and the hours can be very long and demanding. Despite this, those who go into the vocation with the right attitude, passion and drive to succeed will find a rewarding life-long career path.

Advancement opportunities for Chefs depend on their training, work experience, and ability to perform more responsible and sophisticated tasks. Chefs who demonstrate an eagerness to learn new cooking skills and to accept greater responsibility will more likely progress into more senior roles in a shorter period of time.

Some Chefs may go into business as caterers or personal Chefs or even open their own restaurants. You may find work in a range of commercial kitchen environments such as hotels, restaurants, cafes, clubs, event catering, airlines, hospitals, student accommodation, industry cafeterias and corporate catering. The most highly skilled Chefs will advance to Executive Chef positions or food service management positions, substantially improving their pay packets.

STUDENT FEES
Enrolment fee: $350.00 (payable in two instalments)
12 month progression fee: $600.00
24 month progression fee: $600.00
36 month progression fee: $600.00

Additional costs will apply for equipment, books, field trips, uniform/footwear etc.
No course fees (excluding additional costs) apply to Australian School-Based Apprentices (ASBA’s)
Penalties may apply if fees are not paid on time.

TRADE SUPPORT LOANS
Trade Support Loans are loans paid in installments totaling up to $20,000 over four years. The loans are intended to assist Australian Apprentices with everyday costs while they complete their Australian Apprenticeship. Eligible trade Australian Apprentices will be able to apply (opt in) for regular installments according to their needs.

Payments, monthly in arrears, adding to:

Year 1 Up to $8000
Year 2 Up to $6000
Year 3 Up to $4000
Year 4 Up to $2000

More detailed information is available from Australian Apprenticeships Centres.
AUSTRALIAN SCHOOL-BASED APPRENTICESHIPS (ASBA’s)

An ASBA, or Australian School-based Apprenticeship, offers students, 15 years and over, the opportunity to combine part-time work with structured industry-approved training whilst still attending secondary school. Certificate III ASBA’s have a combined work/training commitment of 15 hours per week.

Benefits of ASBA’s
- $750.00 employer incentive bonus (paid after 6 months) in addition to $1,500.00 commencement incentive i.e. a total of $2,250.00;
- No course fees (excluding additional costs) apply to ASBA’s;
- Able to work up to 20 hours per week; and
- Certificate III level training in their trade enables students to complete up to 48% of their Australian Apprenticeship by end of Year 12.

COMMERCIAL COOKERY SENIOR ACCOUNT MANAGER

MR PETER HAYES

Peter is a Qualified Chef with over 20 years’ experience in the Hospitality Industry. He has extensive experience as a Chef in a wide variety of hospitality establishments having worked locally, nationally and internationally. Peter holds the following qualifications:

- Certificate IV in Training and Assessment
- Certificate III/IV in Commercial Cookery
- Certificate IV in Frontline Management
- Diploma in Hospitality

Access Recognised Training
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1300 TRAINYOU
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Url: www.accessrt.edu.au
E-mail: peterh@accessrt.edu.au
# PROGRESSION SCHEDULE

## START DATE

### 25 UNITS MUST BE COMPLETED

#### 22 CORE UNITS

<table>
<thead>
<tr>
<th>Trigger Points</th>
<th>UNIT NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 month</td>
<td>SITXFSA101 Use hygienic practices for food safety</td>
</tr>
<tr>
<td>2 month</td>
<td>SITXWHS101 Participate in safe work practices</td>
</tr>
<tr>
<td>3 month</td>
<td>SITHCCC101 Use food preparation equipment</td>
</tr>
<tr>
<td>4 month</td>
<td>SITHKOP101 Clean kitchen premises and equipment</td>
</tr>
<tr>
<td>5 month</td>
<td>BSSBSU201A Participate in environmentally sustainable work practices</td>
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<tr>
<td>6 month</td>
<td>BSBWOR203B Work effectively with others</td>
</tr>
<tr>
<td>7 month</td>
<td>SITXINV202 Maintain the quality of perishable supplies</td>
</tr>
<tr>
<td>8 month</td>
<td>SITHCCC201 Produce dishes using basic methods of cookery</td>
</tr>
<tr>
<td>9 month</td>
<td>SITHCCC202 Produce appetisers and salads</td>
</tr>
<tr>
<td>10 month</td>
<td>SITHCCC203 Produce stocks, sauces and soups</td>
</tr>
<tr>
<td>11 month</td>
<td>SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes</td>
</tr>
<tr>
<td>12 month</td>
<td>SITHCCC301 Produce poultry dishes</td>
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<tr>
<td>13 month</td>
<td>SITHCCC302 Produce seafood dishes</td>
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<tr>
<td>14 month</td>
<td>SITHCCC303 Produce meat dishes</td>
</tr>
<tr>
<td>15 month</td>
<td>SITHCCC307 Prepare food to meet special dietary requirements</td>
</tr>
<tr>
<td>16 month</td>
<td>SITHKOP302 Plan and cost basic menus</td>
</tr>
<tr>
<td>17 month</td>
<td>SITHPAT306 Produce desserts</td>
</tr>
<tr>
<td>18 month</td>
<td>SITHCCC308 Produce cakes, pastries and breads</td>
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<tr>
<td>19 month</td>
<td>SITHXRM301 Coach others in job skills</td>
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<tr>
<td>20 month</td>
<td>SITXFSA201 Participate in safe food handling practices</td>
</tr>
<tr>
<td>21 month</td>
<td>HLTAID003 Provide first aid</td>
</tr>
<tr>
<td>22 month</td>
<td>SITHCCC309 Work effectively as a cook</td>
</tr>
</tbody>
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#### 3 ELECTIVE UNITS

<table>
<thead>
<tr>
<th>Trigger Points</th>
<th>UNIT NAME</th>
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</thead>
<tbody>
<tr>
<td>23 month</td>
<td>SITHCCC306 Handle and serve cheese</td>
</tr>
<tr>
<td>24 month</td>
<td>SITHCCC304 Produce and serve food for buffets</td>
</tr>
<tr>
<td>25 month</td>
<td>SITHCCC103 Prepare sandwiches</td>
</tr>
<tr>
<td></td>
<td>SITXCCS303 Provide service to customers</td>
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<td></td>
<td>SITXCOM201 Show social and cultural sensitivity</td>
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<td></td>
<td>SITHIND201 Source and use information on the hospitality industry</td>
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</tbody>
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*Colour coded to match Student Practical Assessment Record and Standard Recipe Card Portfolio*
THE AUSTRALIAN APPRENTICESHIPS PROCESS

EMPLOYER

Recruits and employs Australian Apprentice

Employer commences on-the-job practical-based training of Australian Apprentice

ACCESS

Provide Australian Apprenticeship information to the Australian Apprentice/employer

Arrange enrolments with Australian Apprenticeships Centre (AAC) and completes RTO enrolment paperwork. Issue invoice to Australian Apprentice or employer

On payment of invoice release to the Australian Apprentice all learning and assessment resources. Negotiate assessor workplace visit and online theory work times in consultation with Australian Apprentice and employer

Assessor meets with Australian Apprentice as agreed and ensures they are progressing satisfactorily

Employer in consultation with assessor continues on-the-job practical-based training of Australian Apprentice

Australian Apprentice completes all theory-based and practical-based assessment and signed off by the workplace assessor and workplace supervisor respectively

Australian Apprentice issued with qualification