



South Downs College

Catering for their future

Working with Employers in Catering, Hospitality & Travel





National Skills Academies are employer-led centres of training excellence created to support the government's mission to create a world class workforce by delivering the skills that employers need in each sector of the economy. Crucially, skills academies are led by employers who work with government and training providers to shape the training and qualifications that will help them compete in global markets.

The approval inspection focused on the College's Diploma in Cookery programmes and assessed the College and Catering curriculum area to ensure outstanding practice and provision. The Skills Academy is developing a brand accredited to a small number of the country's top Colleges which is universally trusted as the benchmark for excellence in hospitality training defining outstanding achievement in both programme and delivery standards. There are currently only thirteen recognised 'Centres of Excellence' for Hospitality in the UK.



Catering for their Future

South Downs College is regarded as an Outstanding College by Ofsted and we are rated amongst the top colleges in the UK. Awarded Learning and Skills 'Beacon Status' in recognition of the high quality of teaching and learning, the College has a local and national reputation for employer engagement and meeting the needs of learners and employers to ensure currency and quality in both college and workplace learning.

Catering, Hospitality and Travel is recognised as an 'outstanding' area and is accredited in Hospitality Excellence by the National Skills Academy. The area possesses first class facilities for learners in a modern vibrant 'realistic learning environment' including three high standard kitchens, a sixty seat Boeing 745 fuselage section, computer suites and the College Restaurant which has been recognised as Restaurant Magazine's 'College Restaurant of the Year'.

The Catering Hospitality and Travel curriculum offers a wide range of programmes on a full time basis to over 350 learners predominantly aged between 16-19 years as well as fast track and part time courses for adults either already employed or preparing for work in the sector. In addition, work based learning and assessment programmes are offered to employers.

Central to the success of provision is a close relationship with local and national employers in the Catering, Hospitality and Travel sector to ensure that the curriculum is current and relevant and learners are provided with skills and experience to support job and career opportunity and successful transition from education to employment. Over eighty local and national employers work closely with the Catering and Travel teams to provide a range of engagement activity including: work placement, part and full time job opportunity, work based learning, partnership links, assessment and learning provision and advice and support to curriculum delivery. In addition the College has a good reputation for working with Hospitality and Travel employers on various consultancy and training projects. The 'Catering for their Future' scheme incorporates these activities in a standardised and structured manner aimed to benefit both learners and employers.

Work Placement and Industry Familiarisation Visits

All full time learners are required to complete various periods of unpaid work based placement as part of their programmes ranging from two to four weeks. The duration and nature of placement is geared to the level and nature of course (see course profile chart) and is timed to suite the needs of both learner and employer. As part of the 'Catering for their Future' programme, employers who establish a relationship with the College are asked to provide induction, structure and purpose for learners on placement. Vocationally qualified tutors will provide employers with full details of the student's profile and ability as well as expectations for activity, establishing a relationship with line managers to ensure that the experience for both learner and employer is beneficial. Although learners will be matched to their placement in terms of location, suitability and learning objectives, employers are expected to interview the students and have the right to decline the offer of a place.

As part of the College's Health & Safety and Safeguarding policies a qualified assessor will arrange to visit the employer to ensure suitability of the work area. After commencement of placement the tutor will contact the student's line manager to ensure all is satisfactory as well as to arrange a visit during the period of placement. Some students may have research or practical activity which they need to carry out during their period of placement and on completion the College will require a report on performance.

Placement periods have been set in consultation with employers at convenient and relevant times with most allowing for the opportunity for part time work on completion.

Part and Full Time Employment

We strongly encourage all students to gain part time employment in their appropriate sector. First year students are trained in basic vocational and employment skills as part of their programme. At this level they are not encouraged to seek employment until they are prepared in terms of vocational competence. This is often after their initial work placement period, usually in their third term. Students returning for a second and third year are strongly encouraged to have an appropriate part time job to complement their programme and the College works with employers to encourage the student's professional development.

Many of our employer links recruit seasonal staff for positions in cookery, food service, customer care, banqueting and functions via links with the College and have access to appropriate groups of students either at the College or through dedicated recruitment events. Relationships established via 'Catering for their Future' allow links between key staff to facilitate suitable employment opportunities for students both locally and nationally as vacancies occur.

Apprenticeships

As part of the College's work based learning programme a number of students are involved in training and accreditation in the workplace. Individual learning plans can be prepared to build upon existing knowledge and experience or lack thereof.

Apprenticeships

Employees aged between 16 and 19 years are eligible for entry to our one year Level 2 Apprenticeship programmes in Food Preparation and Cooking, Food Service and Food Processing. Working with partnership employers we map qualification against training and role in the workplace to provide learners with assessments based on 'standard house operating procedures' to achieve a national qualification and functional skill accreditation. Learners are required to attend day release at College to support learning.

Adult Apprenticeships

Our Apprenticeship schemes also offer opportunities for those aged 16 -30 who are employed or starting employment but do not have formal qualifications.



Partnerships

The College has established links with several organisations to facilitate structured development programmes for students on placement and in part time jobs. Both employers and College work in partnership to develop learners throughout their time in education resulting in opportunities for employment on completion of programme.

Employer Linked Learning

A key aspect of all Catering, Hospitality and Travel programmes is learning and practice in the work place. All students participate in visits to a wide range of organisations and outlets, benefitting from presentations by employers and employer set activity and assignment.

Teaching staff update vocational knowledge and skills through regular placement in the work place and employers regularly engage with students in presentations, assessment, learning and competitions through visits to the College.

In addition, employers are welcome to participate in class and College activities, including presentations, guest speaking, assessment and recruitment.

Focus Groups

The College has well established focus groups in Catering, Hospitality and Travel. These advisory groups meet each term with our curriculum team to advise and support the curriculum and work based learning to ensure currency and appropriateness to industry standard.



Testimonials

"Since I have been at South Downs College, a lot of doors have opened. I have been sent on work placement to such places as JSW in Petersfield, the Folly Wine Bar in Petersfield and Buckingham Palace for two weeks where I had the honour of cooking for the Royal Diplomatic Reception.

As well as experience in some of the best catering environments possible, I was also offered the chance to compete in some of the best catering competitions in the world such as the Salon Culinaire in London where I won a bronze medal for a live competition and a merit for a static piece. I have also worked on several prestigious events such as PIGS Banquets and the Charity Dinner where I had the amazing opportunity to work with such chefs as Heston Blumenthal, Angela Hartnett and Marcus Wareing. This has really set me up for when I finish my course in July and also, due to the amazing connections that the College lecturers have, I have managed to secure a stage placement at The Fat Duck in Bray where I will be working alongside Heston Blumenthal's team in his restaurant and kitchens for a month.

Thanks to South Downs College I will be leaving with a full insight into the Catering Industry as well as some amazing connections with some of the top chefs in the profession."

Andy - Level 3 Professional Cookery

"My experience serving food and refreshments for Rail Gourmet gave me an insight into a busy trolley service, great preparation for my ambition to work as Cabin Crew on a major airline. I am also working in conference and events at the Langstone Hotel."

Chantelle - Preparation for Air Cabin Crew

"The best part of my course was my work experience with Haven Holidays. From this experience I was offered an audition to become a Haven Funster and I am now based in one of their South Coast Parks and really enjoying my new career."

Alex - Resort Representative

"I really enjoyed my placement with a cake decoration specialist as part of my course. It helped me make up my mind with regard to my final year at College."

Sam - Level 2 Craft Catering

"I was lucky enough to spend my two weeks work experience at Urban Caprice in a freelance position. Urban Caprice Production and Catering is part of Caprice Holdings. Caprice Holdings was established in 1981 and operates eight of London's best known restaurants. The company is owned by Richard Caring and has recently opened The Club at The Ivy, a private members club, as well as acquiring Harry's Bar, Annabel's, Mark's Club, George and Bath and Racquets. Urban offers unrivalled event experience; cocktail parties, gala dinners, conferences, corporate hospitality, press days, wedding receptions and charity events.

During my work experience time I received client briefs, venue hunted for possible suggestions, drew up venue proposals from the results, scouted appropriate entertainment options from agencies, created entertainment proposals and shopped for client requests such as props, fabrics, guest presents and accessories. Particular client briefs I dealt with came from: Team England, a football charity wishing to hold a gala dinner for 550 people with champagne reception and silent auction as well as a late night DJ; also, a famous PR agency, Ketchum, was searching for a bachelor style penthouse for a new Hugo fragrance press launch and photo shoot. I received a call from one of the project managers at Urban a few days after I left enquiring about one of the venues I had proposed for the press launch as Ketchum had shown an interest.

I was also fortunate enough for a cocktail tasting to have taken place within my two weeks at Urban; I joined in tasting new concoctions from an 'up and coming' beverage company and selected favourable ones for future events. The experience as a whole increased my confidence as I had to make phone calls to different companies to gain information from them, work closely with agents to gather relevant information and act as a member of a team. I walked away after two weeks feeling that I had learned a huge amount about this fascinating aspect of the hospitality industry.

Living and working in London for two weeks opened my eyes to the life style and possible career options within the capital. The fast-paced city isn't for everyone and the reality may be somewhat different to the dream we all have. Nevertheless, London is a fabulous place to pursue a career within the hospitality industry."

Natalie - BTEC National Diploma Hospitality



An Employers Guide to students on work placement and part time work

Course Title	Duration	Student Profile	Expectations
Craft Catering Level 1	1 year	School leavers aged 16-17.	By the end of the course students will have the confidence and basic skills in cookery, food service and interpersonal skills.
Craft Catering Foundation (Entry Level)	1 year	School leavers aged 16-17 who have learning support needs or difficulty.	By the end of the course students will have the confidence to perform basic skills in kitchen or restaurant under supervision.
Craft Catering Level 2	1 year	Students 17-18 who will have achieved a Level 1 qualification.	Most students have a sound knowledge of skills in cookery and food service. Many have part time jobs in local Catering and Hospitality outlets.
Professional Cookery Fast Track Mature	1 year	This programme is designed for mature students and includes: jobseekers and returners to work, women returners post family and those wishing to change career or vocation.	Students on this programme will progressively acquire cookery skills to Level 2. Many will be engaged in or actively seeking employment as the course is run over two days.
Professional Cookery or Pastry Level 3	1/2 years	Students on the Level 3 programme are selected having achieved Level 2 and demonstrating a commitment and passion to achieve at the highest level. A wide range of ages, all are over eighteen.	By the end of the course students are likely to have advanced culinary skills and the ability to supervise others working to industry standard. The course runs for two days per week and all students will be in employment in the Catering industry.
Restaurant Supervision and Leadership Level 3	1 year	Aged 18 plus having previously achieved Level 2 qualification in food service.	Students are actively involved in the supervision of the College's Restaurant areas. All are currently employed in the industry and by the end of their course, most at supervisory level.
BTEC National Diploma in Hospitality	2 years	Aged 16-18, students are generally of a higher academic level (5 GCSEs at grade C or above).	Due to the nature of the course students have predominantly better operative skills in Front of house activity such as Food and Beverage Service and reception, some limited cookery skill.
BTEC First Diploma in Hospitality & Catering	1 year	Mostly school leavers aged 16-18 who have achieved 4 GCSEs at grades D-G.	This programme provides students with a broad introduction into the Catering industry. Students are likely to have basic skills over a range of roles including reception, cookery and food service.
Preparing for Working as Air Cabin Crew	1 year	School leavers aged 16.	A predominant part of this programme is food and beverage service. With learning focussed on exacting airline standards these students are most suitable for part time work in banqueting and food service roles.
Travel Services	1 year	School leavers aged 16-17 who have achieved at least 4 at grades GCSEs D-G.	Students will have a basic working knowledge of the Travel industry.
Air Cabin Crew	2 terms	Learners aged 17 plus who may have achieved a Level 1 qualification in Travel or Preparing for Working as Air Cabin Crew.	As this is an intensive course aimed specifically at final preparation for roles in Air Cabin Crew, students are not likely to be involved in placement but may be available for part time employment.
National Diploma Tour Guiding, Ski and Cruise	1 year	Learners who have achieved a Level 2 qualification in an appropriate vocational area or 5 GCSEs at grade C or above.	Students will have a sound knowledge of the Travel industry with a broad base of vocational skills including interpersonal skills, entertainment, basic cookery and supervisory management.

The South Downs College is committed to increasing participation in, and broadening access to, lifelong education for the benefit of individual students and the community. The pursuit of excellence and parity of esteem between all types of provision are fundamental values. The College will provide a high-quality service that aims to fulfil the personal aspirations of all its learners.

**EQUALITY &
DIVERSITY**



South Downs College

College Road, Waterlooville, Hampshire, PO7 8AA

Telephone: 023 9279 7979 **Minicom:** 023 9278 2214 **Facsimile:** 023 9279 7940

Web: www.southdowns.ac.uk **Email:** college@southdowns.ac.uk

Principal: Michael Oakes MA (Cantab.)

“an outstanding college” Ofsted Inspection

The South Downs College has charitable status for the provision of Education and Training



INVESTOR IN PEOPLE