



## Year 10 ASSESSMENT TASK COVER SHEET

SUBJECT: HOSPITALITY

TEACHER: Mrs DeNardo

TASK NUMBER: 3

DATE OF ISSUE: 18th May, 2011

DUE DATE: 10<sup>th</sup> June, 2011

PROCEDURE FOR COLLECTION: In class

FORM OF TASK: Test *(already completed week 2)* and e-learning task/report

COMPETENCIES TO BE ASSESSED: Follow workplace hygiene procedures  
and Follow health, safety and security procedures.

Competent/Not Yet Competent

Tasks received after the due date are LATE and will result in being given a Not Yet Competent for the first attempt, unless the appropriate procedures have been followed. (Refer to Year 10 Assessment Handbook).

STUDENT NAME: \_\_\_\_\_ HOMEROOM: \_\_\_\_\_

I declare that the work submitted is my own. \_\_\_\_\_  
Student's Signature

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### RECEIPT

STUDENT NAME: \_\_\_\_\_ HOMEROOM: \_\_\_\_\_

TASK NO. / TITLE: \_\_\_\_\_ has been received.

TEACHER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Rosebank College

## Vocational Education and Training

### Competency Assessment Notice

VET Framework: Hospitality		Assessor / Teacher: Heidi DeNardo	
Task Number: 2	Date issued: 18/5/11		Date due: 10/6/11
Student Name:			Class:

#### Task Instructions:

##### Task 1:

Access the internet site [www.whs.qld.gov.au](http://www.whs.qld.gov.au) and achieve certification on workplace safety.

Instructions:

Go to the above site and select the “home” tab; then click on Current “esafe” diamond **OR** changes to WHSO (Workplace Health and Safety Officers laws); Then at the top of this page select ‘events, resources and publications’ (tab at the top of this page) then ‘educational resources’ on the left hand side column, then in the middle ‘**safety sense**’ and then ‘Hospitality and tourism’. DO NOT CLICK ON HOSPITALITY UNTIL YOU HAVE SCROLLED DOWN FURTHER ON THE PAGE TO COMPLETE THE GENERAL COMPONENT (see below).

You are required to read the information and then complete the self assessment questions in order to receive the “Safety Sense Certificates”. You need to complete the general component certificate as well as the Hospitality and Tourism Industry component certificate.

On completion of the task, you are to present the certificates in order to be deemed competent.

##### Task 2 – Already Completed

Complete the Topic test for the unit ‘Follow workplace hygiene procedures’. The test will consist of 15 multiple choice questions (15 marks), 9 questions requiring short written responses (30 marks) and 1 Extended Response (15 marks)

<b>Employability skills to be developed</b>	<b>Communication:</b> Providing clear and accurate verbal and written information to colleagues			
	<b>Learning:</b> Managing own learning			
C – Competent, NYC – Not Yet Competent				
<b>Unit of Competency: SITXOHS002A Follow workplace hygiene procedures</b>				
<b>Elements of Competency to be Assessed:</b>	<b>Performance Criteria:</b>	<b>Task Part</b>	<b>C</b>	<b>NYC</b>
1. Follow hygiene procedures and identify hygiene hazards.	1.1 Access and <b>follow hygiene procedures and policies</b> correctly and consistently according to organisational and legal requirements to ensure health and safety of customers and colleagues. 1.2 Identify and report <b>poor organisation practices</b> that are inconsistent with hygiene procedures. 1.3 Identify <b>hygiene hazards</b> that may affect the health and safety of customers, colleagues and self.	Test Part A Part B Q1,2 ,3,5, 6,7, 9 Part C		
2. Report any personal health issues.	2.1 Report any personal <b>health issues</b> that are likely to cause a hygiene risk. 2.2 Report incidents of food contamination that have resulted from the personal health issue.	Test Part B, Q7,9		
3 Prevent food and other item contamination.	3.1 Maintain clean clothes, wear required personal protective clothing and only use organisation-approved bandages and dressings to prevent contamination to food. 3.2 Ensure that no clothing or <b>other items worn</b> contaminate food. 3.3 Prevent unnecessary direct contact with ready to eat food. 3.4 Do not allow food to become contaminated with any body fluids or tobacco product from sneezing, coughing, blowing nose, spitting, smoking or eating over food or food preparation surfaces. 3.5 Maintain the use of clean materials and clothes and safe and hygienic practices to ensure that no <b>cross-contamination of other items in the workplace</b> occurs.	Part B Q1-3, 5, 9 Part C		
<b>Unit of Competency: SITXOHS001A Follow health safety and security</b>				
1. Follow workplace procedures for health, safety and security.	1.1 Correctly and consistently follow the organisation's <b>health, safety and security procedures</b> according to relevant legislative requirements. 1.2 Incorporate <b>safe work practices</b> into all workplace activities. 1.3 Follow the safety directions of supervisors or managers and heed any workplace safety warning signs. 1.4 Use any required protective equipment and wear any required personal protective clothing. 1.5 Identify and promptly report unsafe work practices, <b>issues and breaches of health, safety and security procedures</b> . 1.6 Report any suspicious behaviour or unusual occurrences promptly to the designated person.	E-Learning task		
2. Follow procedures for emergency situations	2.1 Recognise emergency and potential emergency situations promptly and determine or take required actions within the scope of individual responsibility. 2.2 Follow the organisations emergency procedures correctly 2.3 Seek assistance promptly from colleagues or other authorities where appropriate 2.4 Report details of emergency situations accurately according to organisations procedures	E-Learning task		

**Student Comment:**☐ This task is all my own work

This task helped me with my learning by ...

This task could be improved by ...

**Signature:** ..... **Date:** .....**Assessor / Teacher Comment:**☐ Competent☐ Not yet competent

Please resubmit: \_\_\_\_\_

**W**(what you've done well)...**O**(other things to include) ...**W**(where to from here) ...**Signature:** ..... **Date:** .....