

Culinary Arts

Cafeteria / Cooks Training

Guidelines

General rules and conduct:

1. There will be No eating or drinking during class time. Anyone caught doing so will lose 50% of their marks for that day. No MP3 players or I Pods will be allowed during class time. Absolutely **No Cell Phones.**

2. Students are to remain at their work stations during class, anyone caught wandering or socializing will lose their Marks for that day. Leaving class for any reason without permission from the Chef will lose their marks for that day. 3. Foul language, inappropriate comments, gestures or behaviour will result in disciplinary action according to school policy, and possible removal from the program. 4. No one is to change or leave before the Chef has given you permission to do so. Anyone doing so will lose their marks for that day.

Food Theft:

Anyone caught sneaking; stealing or eating food during class will automatically lose their marks for that day, made to pay for the food immediately, and dealt with at the administrative level. If it happens a second time the student will be removed from the program.

Cafeteria Dress Code:

All students taking part in the cafeteria program will be required to adhere to the kitchen dress code for both safety and sanitary reasons. Regardless of hair length, all students must wear a hat and or hair net, keeping their hair off the collar and behind the shoulders. All students are required to wear a chefs jacket for all classes and caterings. These are provided and laundered here on a daily basis. Full-length pants must be worn at all times. NO shorts, skirts or nylon track pants allowed. Closed toed, closed heel, non slip low heeled shoes must be worn at all times for safety reasons. NO thongs/ sandals and high heels allowed. ***Any student who arrives to class without the proper attire will not be allow to take part in class and receive a 0% assessment for that day. This includes choosing to not wear a chef jacket while in class.***

Meal Privileges:

All students working in the cafeteria over lunch time may receive a complimentary lunch or will be allowed 50% off their meal **THIS IS ONLY ON DAYS YOU WORK** or **THE CHEF HAS NOT OFFERED A FREE MEAL**, and any other day you must pay full price. A half priced meal will confirmed by the Chef. All beverages and any extra food are full price. You will be allowed to go through the food line only once at half price so get everything the first time through or

you will be required to pay full price. Anyone caught abusing the privilege will have to pay full price from then on.

Lunch Break Policy: (These times will differ depending on your Block)

When a student's block falls before lunch hour, the student will be required to participate in the cafeteria lunch service of that day. **These lunch services are mandatory and if not attended will result in a failing grade.** The students will be given time to eat their lunch after the lunch service is over and will be given a shortened work block when their class falls on the last block of the day. Students who leave without permission when required to serve at lunch will lose all of their marks for that day and not given the chance to make them back.

Caterings:

Participation in school functions, such as catered dinners is voluntary and is worth makeup or bonus Marks.

Absences and Lates:

It is vital to this program and to the education of the students that all students are in attendance and on time, therefore, the following will be adhered to: A parental or Physician / Dentists note, no later than two days of an absence and the same day as a late, must accompany excused absences and lates 3 excused absences and or lates per term will be tolerated, beyond these 3 without legitimate reason, the student will lose their marks for the non participation in classes. Students must and can make up all missed

D. Jones NSSS

classes by working extra caterings or by a written assignment. There is NO reason or excuse why missed classes and caterings cannot be made up. More than 10 unexcused classes could result in a failing grade.

Course evaluation:

Students will be evaluated out of a potential 5 mark per day based on the following criteria:

Punctuality	1 Mark
Attitude	1 Mark
Work Habit	1 Mark
Personal grooming	1 Mark
Participation skills	1 Mark
Total Marks	5 per day



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