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**MODERN APPRENTICESHIP
in
Food Manufacture**

Level 2 Apprenticeship

**FRAMEWORK DOCUMENT
FOR
SCOTLAND**

Improve Ltd.

29 September 2008

Improve Ltd
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Improve
food & drink sector skills council

1 Framework for Food Manufacture Level 2

1.1 Mandatory Outcomes Level 2 Framework

Requirements

- Completion of one of the Pathways (SVQ's) listed in section 1.2;
- Completion of all five Core Skills listed in section 1.3;
- Completion of two Additional Learning outcomes, examples are given in section 1.4.

1.2 Mandatory Outcomes Level 2 SVQ

SVQ Food Manufacture Level 2	Qualification Reference Number & Award Body
<p>Complete one of the following SVQ's:</p> <ol style="list-style-type: none"> 1. Craft Bakery Skills 2. Process Bakery Skills 3. Meat and Poultry Processing Skills 4. Butchery Retail Skills 5. Production Control Skills 6. Operational Skills 7. Retail and Service Support Skills 8. Facilities Support Skills 9. Distribution Skills 10. Livestock Droving Skills 11. Seafood Processing Skills <p>SVQ's consist of 8 Units (2 of which are mandatory)</p>	<ul style="list-style-type: none"> • Ref: G8N2 22 (FDQ) • Ref: G8X8 22 (SAMB & SQA) • Ref: G8N7 22 (FDQ) • Ref: G8XE 22 (SAMB & SQA) • Ref: G92K 22 (SQA & Improve) • Ref: G8N6 22 (FDQ) • Ref: G92L 22 (SQA & SFMTA) • Ref: G8N1 22 (FDQ) • Ref: G92P 22 (SQA & SFMTA) • Ref: G8N8 22 (FDQ) • Ref: G8RR 22 (SQA & Improve) • Ref: G8YR 22 (FDQ) • Ref: G92J 22 (SQA & Improve) • Ref: G8N9 22 (FDQ) • Ref: G8RV 22 (SQA & Improve) • Ref: G8XD 22 (SAMB & SQA) • Ref: G8N4 22 (FDQ) • Ref: G8RP 22 (SQA & Improve) • Ref: G8N3 22 (FDQ) • Ref: G8RW 22 (SQA & Improve) • Ref: G8X7 22 (SAMB & SQA) • Ref: G8N5 22 (FDQ) • Ref: G92N 22 (SQA & SFMTA) • Ref: G9GJ22

1.3 Core Skills Mandatory Outcomes

Title	Level	Separate Certification
<ul style="list-style-type: none"> ▪ Communication ▪ Numeracy ▪ Information Technology ▪ Problem Solving ▪ Working with Others 	Acc/SCQF 3 Acc/SCQF 3 Acc/SCQF 3 Acc/SCQF 3 Acc/SCQF 3	Yes Yes Yes Yes Yes
<p>All five Core Skills must be separately assessed and certificated by the Workplace Core Skills Unit</p>		

1.4 Additional Learning - Mandatory Learning Outcomes

Additional Learning
<ul style="list-style-type: none"> ▪ Learners must achieve a Level 2 Certificate in Food Safety/Hygiene or in-house equivalent. ▪ Along with the Level 2 Certificate (or in-house equivalent) one further relevant learning outcome should be agreed by the learner, employer and training provider on commencement of the apprenticeship. This should be shown in the apprentices Modern Apprenticeship Training Plan. ▪ Examples of an additional learning outcome that may be selected if relevant to the employer/learner include: <ul style="list-style-type: none"> ○ Intermediate Food Hygiene ○ Level 2 Food Safety for Manufacturing Award ○ Elementary HACCP ○ ECDL/PC Passport ○ Approved Body Health & Safety Certificate ○ Food & Health/Food Allergens ○ Level II SVQ units in Hospitality or Retail ○ Additional SVQ Level II or III units from Food Manufacture (Any) ○ ESOL: Work and Study Related Contexts (Access 3) ○ ESOL: Work and Study Related Contexts (Intermediate 1) ○ Team Leading ○ Craft Skills/Competencies (Butchery) e.g. Meat Products Manufacture ○ Craft Skills/Competencies (Bakery) e.g. Fondant Icing

2.0 Registration and Certification

The Level 2 Food Manufacture Apprenticeship in Scotland is managed by Improve Ltd., the Sector Skills Council for Food and Drink.

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Improve Ltd. registers all Apprentices in Scotland undertaking this Level 2 Framework. It is a Scottish requirement that apprentices must be registered with Improve Ltd. within eight weeks of commencing their apprenticeship. From November 2009 the method of apprenticeship registrations will only be available to approved Modern Apprenticeship Centres (MAC's) electronically by use of 'MA Online'. The MAC will need to ensure that the Training Plan and Training Agreement (copy available from Scottish Alliance - please follow link below) are completed. The Training Plan developed by Skills Development Scotland (SDS) should be used in cases where training receives SDS funding.

<http://www.sscalliance.org/ModernApprenticeshipsScotland/MAOnline.aspx>

Improve Ltd will issue a Modern Apprenticeship Certificate of Completion to Modern Apprentices who have completed the mandatory outcomes of the Level 3 Framework. Before a certificate is issued, the MAC's must submit evidence to Improve Ltd showing that the mandatory outcomes have been achieved. This will normally be in the form of photocopies of certificates from Awarding Bodies. From November 2009 MAC's will access MA Online for all registration and certification applications to Improve Ltd.

3.0 Employment status

It is important that the Food and Drink sector offers genuine employment and career prospects to those people it wishes to attract through Food Manufacture Apprenticeships and so all apprentices must be employed for the duration of the apprenticeship.

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