

**Hospitality and Catering
Curriculum team meeting
27th of January 2006
Sutton Centre, Sutton in Ashfield**

Name	Attended	Apologies	Copied To
Andy Ashley (ACLS)	*		*
Sarah Hampton (Sutton Centre)	*		*
Martyn Needham (Sutton Centre, West Notts)	*		*
Chris O'Neil (Newark and Sherwood)		*	*

Item	Commentary	Actions/ Timescales
2. Introductions	Martyn Needham was welcomed to ACLS's first Hospitality/Catering curriculum team meeting. Andy Ashley explained his role within ACLS and Sarah Hampton hers as curriculum leader. Martyn said he delivered the Foundation Certificate in Food Hygiene at Sutton Centre and also tutored on the Intermediate and Advanced Food Hygiene courses at West Notts College.	
3. Aims for curriculum team meetings	Andy explained the aims of the curriculum team meetings; sharing good practice, input into the curriculum strategy, to support tutors and to be a forum for discussion of tutor issues.	
4. Curriculum Strategy	It was discussed that people seeking employment in the food industry could be targeted for Food Hygiene courses. Generally people currently enrolling on these courses are already employed or self-employed within the industry. It was also discussed that students on cookery courses should cover the essentials to food hygiene. Martyn said he would provide Sarah with a list of areas that should be covered and Sarah said she would source/develop resources for tutors to use. It was pointed out that it would be a natural progression for some students who have studied on cookery courses to then study food hygiene.	MN SH
5-9	Andy explained that the other items on the agenda were to be covered at the Tutor Conference on Saturday so as Martyn was attending the conference there was no need to discuss them at this meeting.	
6. Date of next meeting	No date was decided upon for the next meeting.	