



AIMQUALIFICATIONS

Level 2 Certificate in Catering Skills

Qualification Number: 603/3377/7

Qualification Overview

Title:	AIM Qualifications Level 2 Certificate in Catering Skills
Qualification Number:	603/3377/7
Level:	Level 2
Credit Value:	20 credits
Guided Learning Hours:	150 hours
Total Qualification Time:	200 hours
Qualification Objective:	This qualification has been designed to be delivered flexibly to allow learners to develop skills in food hygiene, kitchen and cooking skills. Learners who successfully complete the Award qualification will also gain a unit in Understanding Food Hygiene at level 2, thus making them eligible to work cooking and serving food to the public.
Progression Routes:	Learners may progress onto the Level 2 Certificate in Catering Skills or directly into employment in catering or cooking.
Entry requirements:	There are no entry requirements for this qualification, however centres must be satisfied that learners have a level of maturity appropriate for units included in the courses that they offer.
Assessment method(s):	Assessment is through a Portfolio of Evidence/Workbook.

How is the qualification assessed?

The assessment process is as follows:

Internal Assessment by Portfolio of Evidence

Where the assessment method for the qualification is by internally set assessments (Portfolio of Evidence), then centres are free to devise their own assessments for the qualification/unit.

- All assessments should be designed in such a way as to minimise the requirement for Reasonable Adjustments to be made.
- Centre devised assessments must allow learners to meet all of the requirements of the assessment criteria for each unit. Assessments must not require learners to produce evidence above and beyond that stipulated in the Assessment Criteria.
- Centres must then have these assessments approved by their IQA.

When devising assessments, centres may choose from a range of assessment methods but where assessment guidance is provided within a unit this must be adhered to unless otherwise agreed with Aim Qualifications.

Assessment methods must be valid, fair, reliable and safe leading to authentic, sufficient and current evidence produced by the candidate.

Holistic assessment is good practice wherever possible and permitted by the assessment strategy for the qualification if this exists.

Other guidance and sample documentation is available to recognised centres covering: planning assessment; recording achievement; planning, carrying out and documenting IQA.

Reasonable Adjustment and Special Considerations

Reasonable adjustments and Special Considerations are available for all assessments, irrespective of whether they are internally or externally set.

Where a learner or group of learners may not be able to access the assessment without Reasonable Adjustments, centres should ensure that they apply in good time for relevant reasonable adjustments to be made, using the AIM Qualifications [Reasonable Adjustments and Special Considerations Policy](#) which gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty without compromising the achievement of the assessment criteria.

Qualification size

About the RQF

The Regulated Qualifications Framework (RQF) provides a single, simple system for cataloguing all qualifications regulated by Ofqual. Qualifications are indexed by their level and size.

Levels indicate the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels supported by three “entry levels”.

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in term of Total Qualification Time (TQT). The part of the TQT spent being taught or supervised is known as Guided Learning Hours (GLH).

Guided Learning Hours (GLH)

GLH are defined as the time a learner spends being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training. This includes guidance or supervision time:

- a) With the simultaneous physical presence of the learner and that person, or
- b) Remotely by means of simultaneous electronic communication.

It does not include the number of hours a learner spends in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

Total Qualification Time (TQT)

TQT is comprised of the following two elements:

- a) The number of hours which an awarding organisation has assigned to a qualification for Guided Learning, and
- b) An estimate of the number of hours a learner will reasonably be likely to spend in preparation, study or other form of participation in education or training, including assessment, which takes place as directed by – but unlike Guided Learning, not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

Rules of Combination and level for this qualification

To achieve the AIM Qualifications Level 2 Certificate in catering Skills, learners must achieve 20 credits in total. They must achieve the 4 credits from Mandatory Group M, a minimum of 6 credits from Optional Group A and the remaining 10 credits from Optional Group B.

Mandatory Group M

Title	Level	Credit	GLH	TQT	Unit code	Unit reference number
Health and Safety in a Practical Environment	2	1	8	10	HC1/2/NQ/020	R/504/9366
Understanding Food Hygiene	2	3	24	30	NF1/2/NQ/005	M/505/6471

Optional Group A

Title	Level	Credit	GLH	TQT	Unit code	Unit reference number
Developing Cooking Skills	2	3	24	30	NF4/2/NQ/004	R/508/4909
Food Preparation and Presentation	2	3	24	30	NE1/2/NQ/001	M/507/3660
Service of Food at Table	2	1	10	10	NB1/2/NQ/004	J/505/6184
Using Kitchen Equipment	2	2	10	14	NE2/2/NQ/008	D/617/1335

Optional Group B

Title	Level	Credit	GLH	TQT	Unit code	Unit reference number
Making Biscuits	2	2	16	20	NE2/2/NQ/004	H/617/1272
Making Breads and Flatbreads	2	2	15	20	NE2/2/NQ/005	K/617/1273
Making Cakes and Sponges	2	2	16	20	NE2/2/NQ/006	M/617/1274
Making Pastry	2	2	15	20	NE2/2/NQ/007	T/617/1275
Making Soups	2	2	14	18	NE1/2/NQ/002	A/617/1276
Preparing and Cooking Fish and Shellfish	2	3	20	27	NE5/2/NQ/001	F/617/1330
Preparing and Cooking Meat	2	3	23	30	NE4/2/NQ/003	J/617/1331
Preparing and Cooking Vegetables	2	3	23	30	NE5/2/NQ/002	R/617/1333
Preparing and Serving Desserts	2	2	15	20	NE1/2/NQ/003	Y/617/1334

Level Descriptors

Units are assigned a level based on current RQF guidance issued by Ofqual.

Level	Knowledge Descriptor (the holder...)	Skills Descriptor (the holder can...)
Level 2	<p>Has knowledge and understanding of facts, procedures and ideas in an area of study or field of work to complete well-defined tasks and address straight-forward problems.</p> <p>Can interpret relevant information and ideas.</p> <p>Is aware of a range of information that is relevant to the area of study or work.</p>	<p>Select and use relevant cognitive and practical skills to complete well-defined, generally routine tasks and address straightforward problems.</p> <p>Identify, gather and use relevant information to inform actions.</p> <p>Identify how effective actions have been.</p>

Extracted from 'After the QCF A New Qualification Framework' October 2015

Requirements to deliver the qualification

To offer this qualification, centres must ensure that tutors: hold or are working towards:

- Have, or be working towards a Level 2 qualification in Food Safety or Food Hygiene

Support for centres

AIM Qualifications provide all of our centres with on-going support and advice on the use of AIM Qualifications units and qualifications, including the requirements for assessment.

Centre responsibilities

Each centre should identify a centre contact who will be responsible for:

- ensuring that the centre meets all the AIM Qualifications requirements for centre recognition and adheres to all [policies and procedures](#).
- AIM Qualifications provision within the centre
- ensuring all procedures relating to the delivery of the qualification operate effectively in the centre
- ensuring all relevant AIM Qualifications documentation is distributed as required within the centre and that the security requirements for external assessment are adhered to, where applicable.

The information provided in this qualification specification is accurate at the time of publication but is subject to change. AIM Qualifications will occasionally update qualification information, so please refer to the 'AIM Qualifications' page of our website to view any updates, including qualification end dates and the latest versions of our qualification specifications.

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