

# Safe Methods training resource summary

## Activities to aid the delivery of safe methods

Number	Title	Description	Linked to other resources	Time needed
SM1	The Calamity Café	Individually or in small groups. For a list of potential hazards, identify the cross-contamination threats and suggest how they can be prevented.	Levels 1, 2 and 3	20–30 minutes
SM2	Cross-contamination – The journey	Practical exercise demonstrating transfer of bacteria around different areas.	Levels 1 and 2	15 minutes – 1.5 hours
SM3	Safe methods – Cross contamination	Small group presentation. To prepare a poster identifying key safety points.	Levels 1 and 2	30 minutes – 2 hours
SM4	Safe methods – Cleaning schedule	Either individually or in small groups. Prepare a cleaning schedule for items of equipment. More complex equipment for higher-level learners.	Levels 1, 2 and 3	30 minutes
SM5	Safe methods – Fridge cleaning checklist	Either individually or in small groups, prepare a cleaning checklist for a single item of equipment.	Levels 1 and 2	20 minutes
SM6	Safe methods – Cooking checks	Individually or in pairs, for a given list of menu items, describe how you would check they had been cooked safely.	Levels 1 and 2	15 minutes
SM7	Safe methods – Temperature checks	Exercise on calibrating and taking temperatures in refrigerated equipment.	Levels 1, 2 and 3	30 minutes – 1.5 hours

Number	Title	Description	Linked to other resources	Time needed
SM12	The head chef - Part 2	Case study, small group. For a forthcoming event, identify potential hazards and produce an action plan to control them.	SM11	30 minutes – 1.5 hours
SM8	Safe methods – Checking your menu	Pairs or small groups, from a list of menu items, complete the 'Checking your menu' sheet from the SFBB pack.	Level 2 and 3	40 minutes – 1 hour
SM9	Safe methods – Kitchen cleaning audit	Prepare a cleaning checklist for a specific kitchen. Conduct an audit and give feedback.	Level 3	45 minutes – 1 hour
SM10	Brave new world	Case study, small group. Reasons for introduction of SFBB and barriers to implementation.	Level 3	1–1.5 hours
SM11	The head chef – part 1	Case study, small group. Identify kitchen hazards and present short- and long-term solutions.	Level 3	30 minutes – 2 hours
SM12	The head chef – part 2	Case study, small group. For a forthcoming event, identify potential hazards and produce an action plan to control them.	Level 3	30 minutes – 1.5 hours
SM13	Preparing for a new job	Identify knowledge a learner would need to know on their first day at work.	Level 1	15 minutes
SM14	Preparing an induction training programme	Case study – to prepare a list of topics to be included in an induction together with suggested delivery methods.	Level 2 and 3	20–30 minutes 30–45 minutes

### Activities to aid the delivery of SFBB recording systems

Number	Title	Description	Linked to other resources	Time needed
REC1	Opening and closing checklists	Using existing checklists, discuss the tasks that must be completed at the start and end of a shift.	Level 1	25 minutes
REC2	Diary writing	Using blank diary pages, prepare examples of what should be recorded in a diary.	Levels 2 and 3	10 minutes
REC3	4-weekly review	Using an example of four weeks' worth of diary pages, complete a 4-weekly review.	Levels 2 and 3	30 minutes
REC4	Preparing checklists	Working in twos or threes, prepare an opening and closing checklist for a specified area.	Levels 2 and 3	25 minutes
REC5	Auditing practice	Design/use an audit form to conduct an audit .	Levels 2 and 3	30–45 minutes

### Activities to aid the delivery of SFBB recording systems

Number	Title	Description	Linked to other resources	Time needed
Q1	SFBB Quiz 1	10 question test.	Level 1	20 minutes
Q2	SFBB Quiz 2	10 question test.	Level 1	20 minutes
Q3	SFBB safe methods quiz	10 question test.	Level 2	20 minutes
Q4	Card game	Using laminated cards, match questions and answers based on SFBB pack.	Levels 1 and 2	20 minutes
Q5	Consolidation of safe methods	From a list of hazards, identify the relevant safe method. Answers summarised in a word search.	Levels 2 and 3	Part 1 – 20 minutes

Number	Title	Description	Linked to other resources	Time needed
				Part 2 – 15 minutes
Q6	SFBB crossword	Individually or in pairs, a method of testing SFBB knowledge.	Levels 2 and 3	20 minutes
Q7	SFBB recording quiz	Short answer quiz testing learning on SFBB recording systems.	Level 3	30 minutes

### Additional handouts

Number	<i>Title</i>
HO1	Opening and closing checklists – kitchen
HO2	Opening and closing checklists – stores
HO3	Opening and closing checklists – front of house
HO4	4 weeks of diary entries
HO5	Completed 4-weekly review
HO6	Audit form