

I. COURSE DESCRIPTION:

This course is designed to provide the student with the necessary skills required for sanitation and safety in the kitchen and work place. The focus will be on hands-on in labs and quizzes after each section.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. ***Identify and interpret each term related to sanitation and the importance of the same.***

Potential Elements of the Performance:

- Identify and define the terms from the food handler's manual
- Recognize the importance of food safety and sanitation as the basis to prevent food-borne illness
- State the problems caused by food-borne illness for both the individuals who became ill and the food establishment blamed for the incident
- Identify trends in menus and consumers use of food products prepared in food establishments
- Explain the purpose of government regulations (federal, provincial, and local) in the food industry

2. ***State the causes, symptoms, control and method of transmission of food-borne illnesses.***

Potential Elements of the Performance:

- Name the four usual bacterial families involved in food-borne illnesses
- Discuss transmission, control measures and major food habitats
- Describe the three types of food-borne illnesses, causes, symptoms, and methods of transmission

3. ***Maintain an appropriate level of personal hygiene.***

Potential Elements of the Performance:

- Demonstrate personal hygiene and grooming which are appropriate to the industry daily in all classes, labs, and events
- See attached policy on dress code

4. ***Properly implement sanitary practices in transportation, purchasing, receiving, and storage of foods including required temperatures.***

Potential Elements of the Performance:

- State the methods of safe transporting, purchasing, receiving and storing of food
- Define purchasing from an (approved) source
- Demonstrate personal sanitary habits as stated in the Sanitation Code
- List at least eight personal sanitation habits to be encouraged in foodservice workers

5. ***Describe the standards required for construction of foodservice premises.***

Potential Elements of the Performance:

- List and identify sanitation requirements in construction standards, maintenance procedures, customer food service, design and installation of equipment and garbage control

6. ***Identify and use (only after proper demonstration) the major pieces of equipment and utensils used in the industry.***

Potential Elements of the Performance:

- Be able to use the major pieces of equipment and utensils used in the industry
- Demonstrate the method of cleaning, disinfecting and maintaining major pieces of equipment and utensils used in the industry
- Understand the responsibilities of suppliers, employers and employees with regard to Workplace Hazardous Materials Information Systems (WHMIS) legislation

7. ***Prevent and help reduce accidents by doing tasks carefully.***

Potential Elements of the Performance:

Demonstrate in daily activities the practices that will help to reduce the risks for both customer and employers in the workplace.

III. TOPICS:

1. Interpretation of Terms
2. Food Contamination
3. Personal Hygiene
4. Safe Food Handling
5. Construction Standards
6. Maintenance Standards
7. First Aid

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Food handler's manual (Algoma Health Unit)
- Stemmed Thermometer

V. EVALUATION PROCESS/GRADING SYSTEM:

Test # 1 September (Certification test)	34 %
Test # 2 October	33 %
Test # 3 November	33 %
	100%

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from course without academic penalty.	

VI. SPECIAL NOTES:

Dress code in effect: See attached policy on dress code

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”, (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Tuition Default:

Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November will be removed from placement and clinical activities. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.