A Foundation Apprenticeship in Food and Drink Technologies at SCQF level 6

GN26 46

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This document provides you with information you will require to deliver a Foundation Apprenticeship in Food and Drink Technologies.

If you need any further information, please contact Matt Hardy
m.hardy@nsafd.co.uk

Version Control			
Version Number	**Revision(s)**	**Approved by**	**Date**
1.0	New Framework Specification post FA developments	Frank Quinn	**October 2020**

Background

One of the key recommendations of Sir Ian Wood's review on developing the young workforce was to "develop better connectivity and co-operation between education and the world of work to ensure young people at all levels of education understand the expectations of employers, and that employers are properly engaged" (Scottish Government response to "Developing the Young Workforce; 2015). The Scottish Government set ambitious targets to ensure this connectivity is delivered through a partnership of schools, colleges/training providers and employers.

Skills Development Scotland (SDS), alongside other partners, is working with industry to increase the range of work-based learning opportunities for pupils in the senior phase of secondary schools. One of the ways this is being achieved is through the development of Foundation Apprenticeships and SDS is leading this initiative. Foundation Apprenticeships will allow pupils to gain vocational qualifications that combine sector specific skills alongside the knowledge that underpins these skills in a workplace setting while still at school.

The Foundation Apprenticeship in Food and Drink Technologies is designed to provide Senior Year 5 (S5) and Senior Year 6 (S6) pupils opportunities to develop skills and knowledge for entry into a career in the food and drink sector. It also contributes directly to achievement of the Modern Apprenticeship in Food Technology by attainment of core units of the MA qualification.

The food and drink industry in Scotland

The Food and Drink industry is a sector that operates at the forefront of innovation and improvement, and as a consequence is in continuous change and development. The high demand for new food and drink products from retailers and consumers combined with regulatory requirements around food safety, environmental controls, audit/inspection compliance and the ever-growing complexity of production control systems are demanding new skills and abilities to keep pace with these advances. The industry requires bright, highly trained recruits who can adapt to this demanding technological environment ensuring the sector continues to have the right skills within the Scottish workforce to produce and supply safe and high-quality food and drink products.

The sector will need 19,000 new recruits by 2024 to meet identified skills needs. Currently, there are over 36,000 people working in the sector in Scotland which accounts for 19% of the Scottish manufacturing workforce. Gross value added to the economy is £1.9bn which is 14.2% of Scottish manufacturing value added. Food and Drink manufacturing is Scotland's largest manufacturing sector made up of almost 900 businesses, 97% of these are micro to medium-sized, accounting for 18.8% of total manufacturing turnover. Over the last ten years food exports from Scotland have increased by more than 50% to £815m. Food and Drink manufacturing accounts for around 45% of Scotland's full supply chain turnover & the number of people it employs.

The refreshed Skills Investment Plan (SIP) – a product of the Scotland Food & Drink partnership alongside wide research and consultation with a range of employers and industry stakeholders from across the sector – identifies key priorities of raising the attractiveness of the sector, driving leadership and management excellence, skills for business improvement and skills for business growth.

Investment in skills is central to boosting the productivity and competitiveness of the food and drink sector. For this investment to be effective, it must be targeted on meeting the needs of employers

and individuals. The food and drink SIP provides a framework and focus to ensure that the skills system is demand-led, linking skills development and growth.

Why choose a career in the food and drink industries?

The food and drink sector offers a range of challenging and rewarding careers, covering a whole range of areas, including food science, product development, marketing and communications, nutrition and wellbeing, HR, packaging, research and design – with a particular demand for engineers.

There will continue to be significant job opportunities across all occupations within the food and drink sector in Scotland – taking account of the changing occupational demand for skills and to replace those who retire, change occupations or move away.

Food and drink offers excellent and exciting career prospects. We'll always need food, so there will always be jobs!

What is the Foundation Apprenticeship in Food and Drink Technologies?

The Foundation Apprenticeship (FA) in Food and Drink Technologies is for pupils in S5 and S6 and typically takes 2 years to complete. Increasingly the framework is also available over a shorter duration, typically a single academic year.

Irrespective of the delivery model, the Food and Drink Technologies framework includes four core elements, namely:

1. National Progression Award in Food Manufacture
2. Work Based Challenge Unit
3. Industry recognised units

The full programme specification is outlined further in this document.

Background / rationale

This Foundation Apprenticeship supports the commitment to provide relevant work-based vocational education and training as part of the senior phase curriculum. This will prepare young people for direct entry into a career in the food and drink sector by equipping them with the necessary skills and knowledge to work effectively from day one of employment. This includes both the development of practical and technical skills alongside the development of learner meta-skills, supported via project-based learning. It also highlights meaningful vocational pathways as challenging and valuable alternatives to existing academic subjects.

Partnership

A Foundation Apprenticeship is about the right balance between delivering the taught elements of the programme (the NPA) and the development of work-based competences the meta-skills and work-based learning elements.

Development of true competence depends on the continuing acquisition and application of underpinning skills and knowledge. Young people need to build real workplace skills including both those that are specialist to the chosen career and the generic behaviours and attributes

that apply to any workplace. This is achieved in a real work setting involving meaningful activities introduced throughout the programme.

Foundation Apprenticeships are delivered by partnerships comprised of school, learning provider and employer. The learning provider is responsible for the approvals, delivery, assessment and quality assurance of the component units and qualifications. Where multiple learning providers are involved, arrangements between them will be detailed in an SQA Partnership Agreement.

The learning provider must have the appropriate SQA centre and qualification approvals in place before it can deliver the Foundation Apprenticeship.

For further support and guidance on SQA's approval, quality assurance processes and SQA Partnership Agreements, please see:

https://www.sqa.org.uk/sqa/79474.html

Employers are an essential part of the partnership and can contribute in a range of ways, from creating a workplace challenge, to coaching and mentoring, to interviewing and selection. They may also be involved in the assessment of the work-based learning element.

Pastoral Care

The young people embarking on this Foundation Apprenticeship are school pupils and therefore all those involved in delivering the programme have a duty of care. This includes providing appropriate health and safety training and measures to ensure the safety of the young people, including relevant safeguarding requirements that are required by respective Local Authority and School partners. This must be in the context of the specific workplaces of the individual pupils (one of the mandatory units of the FA covers health and safety).

In addition, a workplace mentor must be assigned to be a point of contact for the young person when they are not in the school environment.

Work placement allocation and methodology, whether on-site or through remote working, should take cognisance of the learner's personal circumstances to maximise the learner experience and opportunity.

How should the Foundation Apprenticeship in Food and Drink Technologies be delivered?

Often, delivery and assessment of the relevant NPA and REHIS courses occurs at the start of the programme so that the underpinning knowledge can be obtained before contextualising within the work-based learning element.

The work-based challenge unit is designed to support the contextualisation of the National Progression Award and REHIS programmes, and therefore should be seen as a complementary unit to run concurrent with the NPA.

The work-based learning element is designed to offer the learning access to the workplace, either physically onsite or through remote working. Learning providers are required to identify host employer(s) to provide the work placement opportunity. Employer(s) are asked to provide real work activity aligned to the organisations objectives and to support the development of evidence for assessment against the outcomes

Involvement of industry is encouraged across the entire programme of learning. Learner success is best reflected when the delivery of the theory and practical elements are aligned. This approach maximises the contextualisation for the learner and offers the opportunity to put into practice underpinning learning.

Work Based learning Element:

The Food and Drink Technologies FA contains units aligned to the respective modern apprenticeship programme. Providers are encouraged to utilise the SVQ route where physical access to the workplace remains and assess in accordance to the SVQ assessment standards required for external verification. Where not possible, providers may utilise the corresponding customised unit. This reflects the same content and standards underpinned by the NOS however offers greater flexibility to the methods of deliver and assessment where access to the physical workplace is not available.

It is acceptable that learners may achieve the Foundation Apprenticeship via a blend of SVQ or Customised units. However, it is critical that irrespective of the route taken, all evidence gathered is mapped to the respective performance criteria and to the standards required of the external verification.

Please refer to the Foundation Apprenticeship Product Specification for further information on the principles of Foundation Apprenticeship delivery.

Please refer to Annex1 at the end of this document for a detailed breakdown of the units and codes within the framework

Certification

SQA will issue the commemorative certificate for the Foundation Apprenticeship.

Learning providers must ensure that they have appropriate approvals in place with SQA for the Foundation Apprenticeship and all mandatory components. Candidates must be entered and resulted for all relevant units for verification and certification purposes.

Once all contributing results are entered on SQA systems, the candidate's commemorative certificate will be produced.

SQA Awarding Body quality assurance requirements apply to the delivery of the SQA component units and group awards. Centres are required to sign up to the relevant Assessment Strategy for the SVQ and comply with all its requirements.

Food and Drink Technology placements for the Foundation Apprenticeship

Pupils will ideally have the opportunity to undertake 2 different placements. The placements must be with food and drink employers and not a simulated placement like a school or college laboratory.

Considerations will be made on the geographic location of the work placement depending on the pupils and college/training provider's location.

Learner Selection and Entry Requirements

The Foundation Apprenticeship in Food and Drink Technology is aimed at pupils with an interest and enthusiasm in exploring this area of work. Although set at SCQF L6, due to the contextualised learning experience where underpinning theory and practice are aligned with industry, learners operating at SCQF L5 or above on arrival are encouraged.

Equalities

We expect those involved in the development, recruitment and delivery of Foundation Apprenticeships to be pro-active in ensuring that no-one should be denied opportunities because of their age, disability, gender reassignment, marriage and civil partnership, religion or belief, sex or sexual orientation or pregnancy and that any barriers (real or perceived) are addressed to support all pupils. These are the protected characteristics of the Equality Act 2010 and training providers and employers must comply with this Act to ensure that applicants are not discriminated against in terms of entry to and promotion within the industry.

Our emphasis throughout is upon equality and diversity both for new entrants to the sector and opportunities for progression for the existing workforce.

Learner Progression

Foundation Apprenticeships are directly aligned to three primary progression pathways. These are:

- Modern Apprenticeship
- Further Education
- Higher Education

Modern Apprenticeship:

Modern Apprenticeship in Food and Drink Operations at SCQF level 6

Further Education:

All Scottish further education colleges recognise the Foundation Apprenticeship in Business Skills as an eligible qualification towards Higher National provision, alongside other qualifications.

Higher Education:

Scottish universities recognise the Foundation Apprenticeship in Food and Drink Technology as an eligible qualification towards under-graduate degrees and graduate apprenticeship provision, alongside other qualifications.

Recognition of Prior Learning

SQA's policy is to recognise prior learning as a method of assessing whether a learner's experience and achievements meet the evidence requirements (i.e. the standard) of a SQA Unit or Units and which may or may not have been developed through a course of learning.

More information can be found on the **SQA website**.

Structure of the Foundation Apprenticeship in Food and Drink Technologies

GN26 46 Foundation Apprenticeship in Food and Drink Technologies			
Group Award Title	**Unit Title**	**SCQF Level**	**SCQF Credits**
GF4N 46 National Progression Award (NPA) in Food Manufacture at SCQF Level 6	H1NE 12 Food Manufacturing: Fundamentals of Food Science	6	6
	H1NF 12 Food Manufacturing: Food Production	6	6
	H1NG 12 Food Manufacturing: Commercial and Social Drivers	6	6
	H1NH 12 Food Manufacturing: Sustainability	6	6
REHIS Unit	HW53 04 Elementary Food Hygiene	5	1
REHIS Unit	HW54 04 REHIS Elementary Health and Safety Certificate	5	1
Work Based Learning	J03B 04 Develop Productive Working Relationships with Colleagues **OR** Customised unit - J4EK 04 Develop Productive Working Relationships with Colleagues **OR** DR4A 04 Develop Productive Working Relationships with Colleagues **OR** Customised unit – J4GG 04 Develop Productive Working Relationships with Colleagues	6	9
	J05G 04 Interpret and Communicate Information and Data in Food and Drink Operations **OR** Customised unit - J4GL 04 Interpret and Communicate Information and Data in Food and Drink Operations **OR** H3L0 04 Interpret and Communicate Information and Data in Food and Drink Operations	6	5
	OR Customised unit - J4EJ 04 Interpret and Communicate Information and Data in Food and Drink Operations		4

	J03K 04 Contribute to Continuous Improvement of Food Safety in Food and Drink Operations **OR** Customised unit - J4EL 04 Contribute to Continuous Improvement of Food Safety in Food and Drink Operations **OR** F2JH 04 Contribute to Continuous Improvement of Food Safety in Food and Drink Operations **OR** Customised unit - J4GH 04 Contribute to Continuous Improvement of Food Safety in Food and Drink Operations	6	5
	J039 04 Develop a New Product in a Food Business **OR** Customised unit - J4EM 04 Develop a New Product in a Food Business **OR** H3GV 04 Develop a New Product in a Food Business **OR** Customised unit - J4GK 04 Develop a New Product in a Food Business	6	4
	J042 04 Promote and Support Creative Thinking in a Food Business **OR** Customised unit - J4GM 04 Promote and Support Creative Thinking in a Food Business **OR** H3G9 04 Promote and Support Creative Thinking in a Food Business **OR** Customised unit – J4EH 04 Promote and Support Creative Thinking in a Food Business	6	5
Foundation Apprenticeship Certification Unit	HE6E 04 Foundation Apprenticeship Certification Unit	-	0
	TOTAL SCQF CREDIT POINTS		**54 Or 53**

One SCQF credit point is equivalent to 10 notional hours of learning.