

## Traineeship in Professional Cookery

### Code of Practice

**Trainee Name:** \_\_\_\_\_

**Name of Establishment:** \_\_\_\_\_

**Address of Establishment:** \_\_\_\_\_

It is recognised that the success of the Traineeship in Professional Cookery depends on the commitment of both the employer and of the trainee.

Employers must commit to:

- Provide paid employment to the trainee during all aspects of the programme.
- Provide an environment, which will encourage and support the trainee in terms of structured on-the-job training, by appointing an Establishment Mentor.
- The Industry Mentor attending a one day Mentor Workshop prior to programme commencement in the Autumn.
- Provide a formal induction into their place of employment and an effective mentoring system which will offer guidance and training.
- The Industry Mentor supporting the Trainee in completing their Training Plans and Reflective Journals and by carrying out On-the-job assessments.
- Undertake to release the trainee for one day per week during the academic year and one week full-time in September and May as required.

**Trainees must commit to:**

- Attend College to complete each module of the programme as set out in the curriculum of the course for one day per week during term-time and one week full-time at the commencement and end of each year.
- Complete work based training plans and workbooks as required throughout the programme.

**I agree to implement and abide by this code of practice**

**Employer's Name:** \_\_\_\_\_  
(please print)

**Employer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(on behalf of establishment)

**Trainee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_