

FDQ - Qualification Purpose and Structure Specification

FDQ number	Qualification title	EPA Plan number	EQF Level	Qualification number (QN)
321-279	FDQ Level 2 End-Point Assessment for Baker	ST0191/AP04	3	610/0423/6

Purpose overview

This End-point Assessment (EPA) qualification is designed for learners who have completed the on-programme training for the Baker standard apprenticeship. Successful completion of this EPA confers the correct level of knowledge, skills and behaviours specified in the apprenticeship standard, and contributes towards the achievement of the Level 2 Baker apprenticeship. FDQ provides an EPA statement of results but certification of the complete apprenticeship standard is provided by the Education and Skills Funding Agency (ESFA).

Regulation

The EPA qualification is externally quality assured by Ofqual.

Entry Requirements

Learners need to be 16 years old or over to take this qualification, employed or contracted in a workplace and enrolled on the Baker standard apprenticeship.

Prior to taking this EPA qualification, entrants should meet the Level 2 Baker gateway requirements as specified in the assessment plan:

- On and off the job training to develop knowledge, skills and behaviours as specified in the apprenticeship standard

- Level 2 Diploma in Bakery
- Level 2 Mathematics
- Level 2 English

Qualification Content

This qualification tests the mandatory knowledge, skills and behaviours set out in the Baker standard including: ingredients, equipment and skills required to produce of a range of bakery products including bread, pastries and cakes.

Baker is a core and options apprenticeship standard. Apprentices must be assessed against the core and one option:

- Option 1: Craft baker
- Option 2: Instore baker
- Option 3: Automated bake

Entrants will undergo three test components as detailed on the following pages, the results of which are aggregated to give a final apprenticeship grade of fail, pass, merit or distinction.

This qualification could lead to

This qualification will support progression to further learning in:

1. Subject areas including:

- Patisserie
- Production management
- Food science and technology
- Food safety and quality
- Food team leading/management
- Food retail management

2. Further qualifications including:

- Level 3 Team leading

Qualification support

The Level 2 Baker standard and assessment plan has been developed by the Baker Apprenticeship Employer Group and approved by the Institute for Apprenticeships and Technical Education (IFATE); Ofqual will carry out external quality assurance of the EPA. The FDQ EPA qualification is supported by the Food and Drink Training and Education Council and a range of employers and training providers.

Further information

Further information can be obtained from our website at: <http://www.fdq.org.uk>

Or by contacting FDQ:

Tel: 0113 859 1266

E-mail: fdq@fdq.org.uk

Methods of Assessment

The qualification includes 3 assessment components, each of which must achieve a pass in order to pass the EPA requirement of the Level 2 Baker apprenticeship. Specifications for each of the assessment components are available on FDQ's secure system FDQAwards. Please contact FDQ's EPA team at epa@fdq.org.uk for more information.

Overall grading of the EPA qualification is fail, pass, merit or distinction.

Assessment Components and Time Allowed

Level 2 EPA for Baker ST0191 AP04	Possible grades	Weighting %
Written Knowledge Test (core and option)	Fail/pass	20
Assessment Centre Observation	Fail/pass/merit/distinction	35
Workplace Observation and Interview (core and option)	Fail/pass/merit/distinction	45
Overall apprenticeship grading	Fail/pass/merit/distinction	

Assessment		Time
Written Knowledge test (WKT)	60 multiple choice questions (40 core knowledge questions plus 20 knowledge questions relating to one option)	90 mins
Assessment Centre Observation (ACO)	<ul style="list-style-type: none"> Produce a loaf by hand with no mechanical aids – using only flour, salt, water and yeast Produce bread and cake products to specification, using both manual baking processes and mechanical processes Produce a range of pastries to specification, including sweet and savoury Produce a range of enriched doughs to specification Finish bakery products to specification 	7 hours
Workplace Observation & Interview (WOI)	Observation and questioning whilst undertaking a variable range of baking tasks relevant to one option relating to the working environment	Craft 8 hours Instore 4 hours Automated 4 hours

Qualification scope

The qualification will assess the following knowledge, skills and understanding:

EPA Assessment Method	Key
Written Knowledge Test – multiple choice	WKT
Assessment Centre Observation	ACO
Workplace Observation & Interview	WOI

Additional Key

CK= Core Knowledge;

CRK = Craft Knowledge;

CS = Core Skills;

CRS = Craft Skills;

CB = Core Behaviours

AK = Automated Knowledge;

IK = Instore Knowledge

AS = Automated Skills;

IS = Instore Skills

Standard Ref	Knowledge to be assessed	Assessment Method		
		WKT	ACO	WOI
CK1	The history of bread making: the size and structure of the bakery sector; how and why production methods have evolved.	•		
CK2	Theories of baking.	•		
CK3	Basic recipe formulation.	•		

<p>CK4</p>	<p>The methods and processes used in bakery, both by hand and using equipment, including: weighing, mixing, proving, dividing, shaping, scaling, blocking, baking, cooling and finishing for a range of bakery products.</p>	<ul style="list-style-type: none"> • 		
<p>CK5</p>	<p>How to use different types of equipment, including mixers and ovens.</p>	<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •
<p>CK6</p>	<p>How to use knives safely including correct use and application</p>	<ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> •
<p>CK7</p>	<p>Ingredients used in bakery: how to store, handle and transport the main ingredients used in baking such as flour, yeast, salt, sugar, fats, improvers, water, eggs.</p>	<ul style="list-style-type: none"> • 		
<p>CK8</p>	<p>Principles of ingredients: including their origins, properties: purposes and uses; grades and quality; and how they interact.</p>	<ul style="list-style-type: none"> • 		
<p>CK9</p>	<p>Principles of making dough: including changes in physical properties during processing, types of dough for different products.</p>	<ul style="list-style-type: none"> • 		
<p>CK10</p>	<p>Finished baked products: how to source, store, handle, package, label and transport types of finished baked products.</p>	<ul style="list-style-type: none"> • 		

CK11	The importance of minimising waste and maximising product yield and profit, including pricing and costing.	•		
CK12	How to deal with waste products and the importance of recycling to a bakery business.	•		•
CK13	Legislation and regulations in the food industry, including: health and safety, food safety, allergens, hygiene, cleaning, labelling, and environmental.	•		
CK14	The impact of consumer trends and requirements on the baking industry.	•		
CK15	How to fry off products and use hotplates.	•		
CK16	How to use problem solving skills to find root cause of faults.	•		
CK17	Innovation and New Product Development (NPD) benefit bakery.	•		
CK18	How to use and apply quality assurance and monitoring processes.	•		

Standard Ref	Knowledge to be assessed	Assessment Method		
		WKT	ACO	WOI
CS1	Produce a loaf by hand with no mechanical aids – using only flour, salt, water and yeast.		•	
CS2	Produce bread and cake products to specification, using both manual baking processes and mechanical processes.		•	
CS3	Produce a range of pastries to specification, including sweet and savoury.		•	
CS4	Produce a range of enriched doughs to specification.		•	
CS5	Finish bakery products to specification.		•	
CS6	Source, handle and store ingredients and finished goods.			•
CS7	Use knives, equipment and machinery.			•
CS8	Comply with legislation, regulations and organisational requirements for health and safety, food safety and hygiene.			•

CS9	Maintain quality by carrying out product sampling and testing against organisational and customer specifications.			•
CS10	Communicate effectively with colleagues, suppliers and customers.			•
CS11	Work as part of a team and individually in a commercial baking environment.			•
CS12	Use problem solving skills to find root cause of faults.			•
CS13	Manage own time effectively to meet production schedules.			•
		Assessment Method		
Standard Ref	Knowledge to be assessed	WKT	ACO	WOI
CB1	Safe Working: ensures safety of self and others, food safe, addresses safety issues and concerns.			•
CB2	Ownership of work: accepts responsibility and is proactive			•
CB3	Pride in work: integrity, aims for excellence, punctual and reliable			•
CB4	Self-development: seeks learning and development opportunities			•

CB5	Integrity and respect: for all colleagues			•
CB6	Working in a team: builds good relationships with others			•
CB7	Problem solving: identifies and participates in problem solving			•
CB8	Responsiveness to change: flexibility to changing environment and demands			•
CB9	Company/industry perspective: desire to learn about own company and food industry, acts as an ambassador.			•
CB10	Effective Communication: with others, listens effectively, receives feedback.			•

Automated Pathway

Standard Ref	Specialist automated knowledge, skills and behaviours	Assessment Method		
		WKT	ACO	WOI
AK22	Understand automated and mechanical processing methods.	•		
AK23	Understand batch processing.	•		
AK24	Understand mixing methods, including Chorleywood bread process.	•		
AK25	Understand the principles of large scale production.	•		
AK26	Understand ingredient management in large scale production.	•		
AK27	Understand how to use programmable logic controllers (PLCs).	•		
AK28	Understand principles of auditing requirements.	•		
AS22	Produce a range of bakery goods in an automated bakery.			•

Instore Pathway

Standard Ref	Specialist instore knowledge, skills and behaviours	Assessment Method		
		WKT	ACO	WOI
ISK20	Understand how and manage stock in an in-store environment	•		
ISK21	Understand and use packaging in an in-store environment.	•		
ISS18	Provide excellent service to meet requirements of customers in store.			•

ISS19	Check, rotate and replenish stock in the bakery area of the store.			•
ISS20	Process part-bake goods ready for sale.			•
ISS21	Finish a range of products ready for sale.			•

Craft Pathway

Standard Ref	Specialist craft knowledge, skills and behaviours	Assessment Method		
		WKT	ACO	WOI
CRK19	Understand when and how to use specialised ingredients, including chocolate, fruit, icing, jelly.	•		
CRS14	Produce individual dough based bread products.			•
CRS15	Produce individual confectionery products.			•
CRS16	Hand deposit, pipe and sheet.			•
CRS17	Produce and finish cakes by hand.			•

Assessment Criteria

The three assessment components are assessed using the grading criteria on the following pages. Points are allocated according to the allowances indicated, up to the maximum stipulated.

Assessment component & KSBs	Assessment criteria
Knowledge Test (KT)	Multiple choice questions: 60 questions, 1 point for each correct answer. Total available points for MCT = 60

Fail	Pass	Merit	Distinction
Apprentice scores 0-39 marks	Apprentice scores 40 - 50 marks	Apprentice scores 51 -55 marks	Apprentice scores 56 -60 marks

Assessment Centre Observation (ACO)	
Skills Statement	
Produce a loaf by hand with no mechanical aids – using only flour, salt, water and yeast.	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) • Mix ingredients (1) • Ferment appropriately (1) • Divide and mould (1) • Prove appropriately (1) • Bake (1) • Finish product presentation (2) • Work safely and hygienically (1) 	(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (2) • Measure dough temperature and check consistency of dough (2) • Handle dough to maximise the quality of the loaf (2) • Cover the dough once it has been divided (2) • Ensure mould is smooth, has an even shape with a seam on the base (2) • Check the degree of proving (2) • Score/dress the loaf in an attractive manner, put steam in the oven and bake (2) • Display high degree of care of the finished product (4) • Clean as you go (2)

Assessment Centre Observation (ACO)			
Skills Statement			
Produce cake products to specification, using mechanical processes. Apprentices will select either Cake with Fat OR Cake without Fat			
Assessment Criteria			
Acceptable achievement		Outstanding Achievement	
(10) <ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) • Mix ingredients (1) • Finish product presentation (4) • Work safely and hygienically (1) 		(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (4) • Handle batter to maximise the quality of the cake product (2) 	
Cake with Fat, eg cupcake <ul style="list-style-type: none"> • Deposit or pipe (1) • Bake and cool product (1) 	Cake without Fat, eg Swiss Roll <ul style="list-style-type: none"> • Deposit or pipe (1) • Bake and cool product (1) • Finish product presentation (4) • Work safely and hygienically (1) 	Cake with Fat, eg cupcake <ul style="list-style-type: none"> • Consistently hand deposit or pipe (2) • Check the product is baked using appropriate methods, take temperature of product to ensure readiness for finishing (2) • Demonstrate attention to detail and creativity when finishing, display high degree of care of the finished product (8) • Clean as you go (2) 	Cake without Fat, eg Swiss Roll <ul style="list-style-type: none"> • Consistently hand deposit or pipe (2) • Check the product is baked using appropriate methods, take temperature of product to ensure readiness for finishing (2) • Demonstrate attention to detail and creativity when finishing, display high degree of care of the finished product (8) • Clean as you go (2)

Assessment Centre Observation (ACO)			
Skills Statement			
Produce a range of pastries to specification, including sweet and savoury. The assessment will cover producing puff pastry, manually or mechanically, (either sweet or savoury) OR shortcrust pastry (either sweet or savoury)			
Assessment Criteria			
Acceptable achievement		Outstanding Achievement	
(10)		(20)	
<ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) • Mix ingredients (1) • Finish product presentation (1) • Work safely and hygienically (1) 		<ul style="list-style-type: none"> • Planned and organised preparation and methodology of working (6) 	
Puff Pastry <ul style="list-style-type: none"> • Prepare fat (1) • Prepare pastry, laminate (1) • Sheet and cut (1) • Pre-bake preparation (1) • Bake (1) 	Shortcrust Pastry <ul style="list-style-type: none"> • Pin pastry (1) • Cut pastry (1) • Prepare pastry for filling, fill pastry (2) • Bake (1) • Finish product presentation (1) • Work safely and hygienically (1) 	Puff Pastry <ul style="list-style-type: none"> • Prepare fat, temperature and plasticity (2) • Laminate in a way that maximises the quality of the product (including resting) (2) • Sheet and cut consistently (2) • Demonstrates attention to detail and creativity in pre-bake preparation (2) • Ensure evenness of baking (2) • Demonstrates attention to detail and creativity in post-bake finishing (2) • Clean as you go (2) 	Shortcrust Pastry <ul style="list-style-type: none"> • Condition pastry ready for pinning, pin evenly without using excessive flour (2) • Use of rework, minimise waste during cutting (2) • Demonstrate attention to detail at filling stage (4) • Even baking with no filling boil-out (2) • Demonstrate attention to detail and creativity for post-bake finishing (2) • Clean as you go (2)

Assessment Centre Observation (ACO)			
Skills Statement			
Produce a range of enriched doughs to specification. The assessment will cover producing croissants OR bun dough			
Assessment Criteria			
Acceptable achievement		Outstanding Achievement	
(10)		(20)	
<ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) • Mix ingredients (1) • Finish product presentation (1) • Work safely and hygienically (1) 		<ul style="list-style-type: none"> • Planned and organised preparation and methodology of working (6) 	
Croissants <ul style="list-style-type: none"> • Prepare fat and dough (1) • Laminate (1) • Sheet, cut and curl (1) • Prove appropriately (1) • Glaze and bake (1) 	Bun Dough <ul style="list-style-type: none"> • Ferment appropriately (1) • Divide and mould (1) • Prove appropriately (1) • Bake (1) • Finish product presentation (2) • Work safely and hygienically (1) 	Croissants <ul style="list-style-type: none"> • Prepare fat, temperature and plasticity (2) • Laminate in a way that maximises the quality of the product (including resting) (2) • Sheet, cut and curl consistently (2) • Check the degree of proving (2) • Ensure evenness of 	Bun Dough <ul style="list-style-type: none"> • Measure dough temperature and check consistency of dough, handle dough to maximise the quality of the loaf (2) • Cover the dough once it has been divided, ensure mould is smooth, has an even shape with a seam on the base (2) • Check the degree of proving (2) • Put steam in the oven and

		baking (2) <ul style="list-style-type: none"> • Demonstrates attention to detail and creativity in post-bake finishing (2) • Clean as you go (2) 	bake (2) <ul style="list-style-type: none"> • Demonstrate attention to detail and creativity for post-bake finishing, display high degree of care of the finished product (4) • Clean as you go (2)
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Grade boundaries ACO

Fail	Pass	Merit	Distinction
Apprentice scores 0-19 marks	Apprentice scores 20 - 30 marks	Apprentice scores 31 -36 marks	Apprentice scores 37 - 40 marks

Workplace Observation and Interview (WOI) – Automated Skills Option	
Skills Statement	
Produce a range of bakery goods in an automated bakery as relevant to the environment for which an individual is working	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(20) <ul style="list-style-type: none"> • Uses equipment to mix a product according to specification (4) • Manages equipment to produce bakery goods for specification (4) • Maintains consistency of product through monitoring (4) • Collects relevant data accurately (4) • Carries out correct start up and change over procedures (4) 	(40) <ul style="list-style-type: none"> • Takes into account environmental factors which can effect process variation/product quality (8) • Exercises due diligence over process to optimise quality (8) • Monitors quality and intervenes, escalating issues appropriately (8) • Takes data and checks against specification (8) • Physically checks equipment, communicates appropriately highlighting any issues or confirms compliance (8)
Skills Statement	
Use problem solving skills to find root cause of faults	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(20) <ul style="list-style-type: none"> • Recognises a problem is present (4) • Collects accurate and relevant data (4) • Uses appropriate techniques to identify root cause of problem (4) • Able to apply basic principles to determine cause of product 	(40) <ul style="list-style-type: none"> • Initiates process to rectify problems (8) • Proactively collects data without being prompted (8) • Asks searching questions and identifies solutions to problems (8) • Applies principles in logical and structured way and can explain in more detail “cause and effect”, able to suggest process changes



variation and explain effect of impact on product quality, example look/ taste/weight (4) <ul style="list-style-type: none">• Raises and reports issues as appropriate (4)	within limits of competence (8) <ul style="list-style-type: none">• Enquires about satisfactory resolution, demonstrates a personal interest in the problem (8)
Maximum points available	80



Workplace Observation and Interview (WOI) – Instore Skills Option	
Skills Statement	
Provide excellent service to meet requirements of customers in store	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prompt attention and delivery of service (2) • Show we care (1) • Engage with the customer (1) • Handling the products with great care when replenishing or packing (1) • Placing the correct labels in the correct position on the product (1) • Deliver customer service in line with service principals (1) • Working safely at all times(2) • Work within legal guidelines (1) 	(20) <ul style="list-style-type: none"> • Offer great service by knowing the full range we offer in the bakery (4) • Show the passion for the bakery demonstrating excellent communication skills (2) • Proactively engaging with the customer, supporting buying decisions and feeding back any issues (2) • Quality checking all products before replenishing by following all merchandising guidelines (2) • Handling the products with great care when replenishing or packing (2) • Placing the correct label in the correct position on the product creating uniformity at commercial speed (2) • Deliver customer service in line with service principals and confidently engaging with the customer (2) • Demonstrate working safely following Standard Working Practices and challenging poor behaviour (2) • Work within legal guidelines and challenging poor behaviour (2)

Skills Statement	
Check, rotate and replenish stock in the bakery area of the store	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> Do not display or sell food that is “out of date”, poor quality or without date code (2) Rotate and code check products (3) Move products that are out of date to the designated area (2) Replenish goods to merchandising standards (3) 	(20) <ul style="list-style-type: none"> When checking and replenishing stock isolate and report on any products that are identified as “out of date” (4) Rotate and code check products by making sure the product with the shortest date is at the front of the display and products are replenished in date order and maintaining any due diligence records (6) Move products that are out of date to the designated area escalating to the right channels (4) Cleaning the work area before beginning replenishment, prioritising replenishment against sales activity (6)
Skills Statement	
Process part-bake goods ready for sale	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> Follow your company guidelines to prepare and bake the product (2) Wearing and using the correct PPE, including wearing oven gloves to load and unload the oven (2) 	(20) <ul style="list-style-type: none"> Plan and organise the preparation and methodology of working (4) Always using the correct, clean PPE, checking for damage before use always wearing oven gloves to load and unload the oven (4) Identifying the stock required from the production plan, reporting

<ul style="list-style-type: none"> Identifying the stock required, controlling the stock and handling the products to be baked correctly (1) Identifying the correct trays and the products to be placed on each (1) Ensure correct oven temperature and time setting is used (1) Handling of ambient and frozen products making sure that any remaining products are resealed and stored correctly (2) Set the oven for the correct product (1) 	<p>any shortages, proactively checking current availability. Controlling the stock and handling the products to be baked in line with company and manufacturer guidelines (2)</p> <ul style="list-style-type: none"> Organise and isolate the correct racks and trays confidently communicating to others in the department. (2) Follow company/manufacturers guidelines placing the correct quantity of items on each tray to ensure an even bake (2) Check the correct oven settings have been selected and shows the correct baking times for products in line with company/manufacturer guidelines (2) Ensure correct temperature of the oven has been reached before placing products into the oven, always use timers (2) Once bake is complete ensure products are placed in the appropriate cooling area before packing (2)
<p>Skills Statement</p>	
<p>Finish a range of products ready for sale</p>	
<p>Assessment Criteria</p>	
<p>Acceptable achievement</p>	<p>Outstanding Achievement</p>
<p>(10)</p> <ul style="list-style-type: none"> Prepare necessary equipment (2) Source product to be finished and any relevant ingredients (2) Display onto clean trays with correct labelling/pricing (2) Produce the finished product to company standards (2) Demonstrate clean as you go (2) 	<p>(20)</p> <ul style="list-style-type: none"> Ensure all equipment is available, clean, safe and in working order (4) Plan and organise the preparation and methodology of working, handle finishing ingredients with care to maximise the quality of the finished product (4) Demonstrate even, consistent range of skills and at commercial speed (4) Consistently follow Company guidelines for amount of finishing



	products to be placed onto the product (4) <ul style="list-style-type: none">• Ensure correct PPE is worn and working environment is safe following clean as you go at all times using the correct cleaning materials as per company guidelines (4)
Maximum points available	80

Workplace Observation and Interview (WOI) – Craft Skills Option	
Skills Statement	
Produce a batch of dough-based bread products (in the workplace) using a commercial recipe, method and equipment.	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prepare equipment required (1) • Weigh out ingredients (1) • Mix ingredients (1) • Divide and mould to specification (1) • Prove appropriately (1) • Pre-bake preparation as appropriate (1) • Bake (1) • Customer-ready presentation of product (2) • Work safely and hygienically (1) 	(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (2) • Measure dough temperature and check consistency of dough (3) • Handle dough to maximise the quality of the loaf (2) • Ensure mould is smooth, has an even shape with a seam on the base (3) • Check the degree of proving (2) • Score/dress the loaf in an attractive manner, put steam in the oven and bake (2) • Display high degree of care of the finished product (4) • Clean as you go (2)
Skills Statement	
Produce a batch of pastry products according to the specification used in the workplace	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) 	(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (4) • Handle pastry to maximise the quality of the product (2)



<ul style="list-style-type: none"> • Mix ingredients (1) • Process appropriately (1) • Bake (1) • Cool product (1) • Product finishing (3) • Work safely and hygienically (1) 	<ul style="list-style-type: none"> • Process consistently (2) • Demonstrate attention to detail and creativity when pre-baking (2) • Take temperature of product to ensure readiness for finishing (2) • Demonstrate attention to detail and creativity when finishing (2) • Display high degree of care of the finished product (4) • Clean as you go (2)
Skills Statement	
Produce cake bases according to workplace specification	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out ingredients (1) • Mix ingredients (1) • Deposit, scale, pipe or spread (2) • Pre-bake finishing (3) • Bake and cool (2) 	(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (4) • Handle batter to maximise the quality of the cake product (2) • Consistently scale to ensure specified finished weight (2) • Consistently hand deposit and pipe (4) • Sheet evenly (2) • Demonstrate attention to detail and creativity when pre-baking, pre-bake dressing (6)

Skills Statement	
Finish cakes by hand according to workplace specification	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> • Prepare necessary equipment (1) • Weigh out finishing ingredients (1) • Mix ingredients (1) • Finish product to customer- ready specification (6) • Work safely and hygienically (1) 	(20) <ul style="list-style-type: none"> • Plan and organise the preparation and methodology of working (4) • Handle finishing ingredients to maximise the quality of the finished product (2) • Demonstrate attention to detail, display high degree of care of the finished product (12) • Clean as you go (2)
Maximum points available	80

Workplace Observation and Interview (WOI) – Core Skills, Knowledge and Behaviours	
Skills Statement	
Use knives, equipment and machinery How to use different types of equipment, including mixers and ovens How to use knives safely including correct use and application	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(5) <ul style="list-style-type: none"> Uses and can explain how to use correct knives/equipment/machinery for the job in hand 	(10) <ul style="list-style-type: none"> Displays understanding of, and can demonstrate outstanding use of, the correct knives/equipment/machinery; e.g. checks sharpness of knives, leaves idle equipment in a safe and clean condition, safe use of machinery guards, etc
Skills Statement	
Comply with legislation, regulations and organisational requirements for health and safety, food safety and hygiene How to deal with waste products and the importance of recycling to a bakery business	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(5) <ul style="list-style-type: none"> Works in a safe and hygienic manner: washes hands, has correct uniform including hat/beard snood, no jewellery, strong perfume/aftershave, nail polish etc., and can explain how to deal with waste products and the importance of recycling 	(10) <ul style="list-style-type: none"> Works in a safe and hygienic manner: washes hands, has correct uniform including hat/beard snood, no jewellery, strong perfume/aftershave, nail polish etc.; checks ingredients are properly stored, demonstrates care and attention to storage of finished products (e.g. fresh cream), use of appropriate packaging and can demonstrate how to take responsibility for waste products and recycling within their working area

Skills Statement	
Source, handle and store ingredients and finished goods	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
<p>(20)</p> <ul style="list-style-type: none"> • Demonstrates understanding of ingredient functionality, e.g. difference between ‘double’ and ‘whipping’ creams, fats used for different purposes (5) • Demonstrates understanding of importance of correct storage for ingredients, e.g. refrigeration vs. ambient storage (5) • Demonstrates understanding of correct handling methods for ingredients during processing, e.g. returning unused ingredients to the fridge (yeast, cream, fats, etc.) (5) • Demonstrates understanding of correct storage of finished goods, e.g. packaging types, storage temperature, etc. (5) 	<p>(40)</p> <p>In addition to ‘Acceptable’:</p> <ul style="list-style-type: none"> • Can specify correct grade of ingredients for use in production; e.g. caster sugar vs. granulated; glucose vs. glycerine; etc. (10) • Demonstrates understanding of pest control, temperature, light levels; segregation of organic/non-organic ingredients and the care needed for ingredients that are potentially allergenic. (10) • Demonstrates understanding of care needed when handling certain ingredients, e.g. use of face masks when handling dusty raw materials; non-cross contamination of ingredients when weighing out (clean knives/scoops, etc.) (10) • Demonstrates understanding of segregated storage of finished products and raw materials; can specify correct storage conditions for ingredients and finished products, including appropriate packaging, etc. (10)

Skills Statement	
Maintain quality by carrying out product sampling and testing against organisational and customer specifications	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(10) <ul style="list-style-type: none"> Demonstrates the understanding of the importance of check weighing of products, accurate and appropriate labelling, understanding of shelf life and likely effects of incorrect storage (staling, mould development, etc.) (10) 	(20) <ul style="list-style-type: none"> Demonstrates understanding of product monitoring as a function of CI and NPD; Understands how data analysis can be used in this context. (20)
Skills Statement	
Safe working:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Ensures safety of self and others, food safe, hygienic, challenges safety issues (2) 	(4) <ul style="list-style-type: none"> Identifies and communicates potential safety, health, hygiene or other risks across teams and departments; takes appropriate action when others are not behaving safely (4)

Skills Statement	
Ownership of work:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Accepts responsibility and is proactive (2) 	(4) <ul style="list-style-type: none"> Identifies potential issues and takes appropriate actions to minimise disruptions to workflow (4)
Skills Statement	
Pride in work:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Aims for excellence, punctual and reliable, has 'first time right' attitude (2) 	(4) <ul style="list-style-type: none"> Consistently uses time proactively and anticipates problems which may cause delays to work plans or compromise to quality (4)
Skills Statement	
Self-development:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Seeks learning and development opportunities (2) 	(4) <ul style="list-style-type: none"> Takes ownership for learning and practising new skills/ techniques/tools; constantly seeks to improve own understanding and learn from others; shares knowledge and experiences with others (4)

Skills Statement	
Integrity and respect:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Shows respect for others, customers, products and equipment (2) 	(4) <ul style="list-style-type: none"> Actively encourages others to respect the values of others, customers, products and equipment (4)
Skills Statement	
Working in a team:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Builds good relationships with others (2) 	(4) <ul style="list-style-type: none"> Builds excellent relationships with others, demonstrates knowledge and understanding of business objectives (4)
Skills Statement	
Problem solving:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Participates in problem solving (2) 	(4) <ul style="list-style-type: none"> Takes ownership for resolving problems and issues; demonstrates determination to see things through (4)

Skills Statement	
Responsiveness to change:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Demonstrates flexibility to changing working environment and demands (2) 	(4) <ul style="list-style-type: none"> Looks to understand the reasons behind changes; constructively questions and challenges change; sets a positive example for others about change (4)
Skills Statement	
Company/industry perspective:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Demonstrates knowledge of company and food industry, acts as an ambassador (2) 	(4) <ul style="list-style-type: none"> Proactively seeks to improve understanding of the company and wider food industry (4)

Skills Statement	
Effective communication:	
Assessment Criteria	
Acceptable achievement	Outstanding Achievement
(2) <ul style="list-style-type: none"> Communicates effectively visually and verbally (2) 	(4) <ul style="list-style-type: none"> Reviews effectiveness of and recommends improvements for different methods of communication; demonstrates effective influencing skills (4)
Maximum Points Available – Core Skills, Knowledge and Behaviours	120



Grade boundaries W)!

Each element is scored according to the assessment criteria given in the tables above. The scoring is broken down as follows to ensure comparability between assessment of the options:

	Maximum points
Option 1 – Automated Skills	80
Option 2 – Instore Skills	80
Option 3 – Craft Stream Skills	80
Core Skills, Knowledge and Behaviours	120

The maximum points available are 200 based on observation of one of the three options, plus core skills, knowledge and behaviours from the observation and interview. Please see the table below for the scoring and grading rules which must be applied when allocating the grade for the workplace observation and interview:

Fail	Pass	Merit	Distinction
Apprentice scores 0-99 marks	Apprentice scores 100 - 150 marks	Apprentice scores 151 -180 marks	Apprentice scores 181 - 200 marks

Specimen assessments

Example multiple-choice questions:

Question 1	State what has been assigned as a Workplace Exposure Limit (WEL) in bakeries
A	Heat
B	Flour Dust
C	Mould
D	Strong Flour
Answer	B – Flour Dust

Question 2	Which of the following is added to flour by UK law?
A	Iron
B	Sodium
C	Magnesium
D	Zinc
Answer	A - Iron

Assessment Centre Observation

The instructions below will be given to the apprentice, the apprentice will be asked to complete 6 activities

- Activity 1, 2 and 6 will remain the same for each apprentice
- Tasks for activities 3, 4 and 5 will be randomly chosen by FDQ EPAO, individual to each apprentice; typical examples of the activities are detailed below
- Tasks are not listed in any particular order, it is for the apprentice to decide on the order of work.

Bakery practical skills observation test specification

Activity 1	<p>1, The apprentice will ensure the work environment; tools and equipment are clean and tidy both during the activities and at the end of the observation to ensure hygiene standards are maintained</p> <p>2, Follow health and safety procedures and ensure the correct use of protective clothing</p> <p>3, Plan and organise preparation and methodology of the working area and practical activity</p>
Activity 2	The apprentice will select and prepare the necessary equipment for the production of a loaf of bread by hand with no mechanical aids
Activity 3	The apprentice will select and prepare the necessary equipment according to the product being produced and in line with specification
Activity 4	The apprentice will select and weigh out ingredients according to the product recipe and mix ingredients in line with product specification
Activity 5	The apprentice will produce the cake, sponge, pastry or enriched dough product to specification as directed in the test using both manual and / or mechanical baking processes according to the specification

Workplace Observation and Interview

The following questions are typical of those that will be asked during the interview.

Topic	Question
Source, handle and store ingredients and finished goods	<p>Source, handle and the storing of ingredients and how this is monitored and controlled</p> <p>Where are products sourced, what is important about the storage areas and the correct temperature control?</p>
Comply with legislation, regulations and organisational requirements for health and safety, food safety and hygiene.	<p>Complying with regulations and legislation requirements and how you have contributed to these practices</p> <p>How have you followed health and safety procedures, what activity has taken place and how are legal requirements monitored?</p>

Additional information and guidance

This specification should be read in conjunction with additional information relating to the EPA and the Food Technologist apprenticeship, which can be found in the following documents:

- Baker End-point Assessment Plan ST0191/AP04, available from [ST0191 Baker L2 AP for Publication Oct 2017 \(instituteforapprenticeships.org\)](https://www.instituteforapprenticeships.org/ST0191-Baker-L2-AP-for-Publication-Oct-2017)
- Baker Apprenticeship Standard ST0191/AP04, available from [Baker / Institute for Apprenticeships and Technical Education](https://www.instituteforapprenticeships.org/Baker/)
- Baker Apprenticeship Standard – Employer and Training Provider Guide to End-point Assessment, available from epa@fdq.org.uk

FDQ has produced a number of guidance documents and specimen assessments to support apprentices, training providers and employers. Please contact epa@fdq.org.uk for further details.

Record of revisions to this document

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