



Adult Skills Delivery Plan

Hospitality and
Catering

January 2024



To support you with your Adult Skills delivery, we have produced an example delivery plan which focuses on 'Hospitality and Catering'. The aim is to assist you in designing a flexible delivery programme, which can be tailored to the needs of your adult learners and meet the requirements of the various funding initiatives.*

*The information contained within this delivery plan is provided as a guide and is subject to change. When developing your programmes, we advise that you continue to confirm funding criteria and eligibility with the relevant sources eg: ESFA funding information - [qualifications.education.gov.uk/Home/Downloads](https://www.qualifications.education.gov.uk/Home/Downloads)

In this guide

Green Skills for the future	3
Skills bridge to employment	4
Example programme	9
Example Work Preparation Programme	10
Resources and contact information	11
Contact us now	11

Green Skills for the future

City & Guilds Level 2 Award in Sustainability and the Green Environment

QAN: 610/1201/4

GLH: 30

Level 2 Award in Sustainability and the Green Environment has been designed to provide learners with an introduction to the subject of climate change, sustainability, net zero and the environment as they relate to a green future and can be contextualised to any industry. The award will assist learners with applying sustainable practices at home or in the workplace.

This qualification can be delivered as a stand-alone qualification or added to any of the example programmes illustrated within the delivery plan or other programmes of learning.



Skills bridge to employment

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
Up to 2 weeks	1. Introduction to Hospitality & Catering	Level 1 Award in Introduction to Professional Food and Beverage Service Skills	40	AEB / MCA	£390	60106219	7103-16	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M
2 - 4 weeks	2. Preparing to Work in Hospitality & Catering	Level 1 Award In Introduction to Professional Food and Beverage Service Skills	40	AEB / MCA	£390	60106219	7103-16	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M
		Entry 3 Award in Employability Skills	40-60	AEB / MCA	£300	60136261	5546-02	P
4 - 6 weeks	3. Tasters for Hospitality & Catering	Level 2 Certificate in General Food and Beverage Service Skills	101	AEB / MCA	£941	50091414	7103-11	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M
7 - 10 weeks	4. Developing skills for Hospitality & Catering	Level 1 Certificate in Introduction to Professional Food and Beverage Service Skills	107	AEB / MCA	£941	60106220	7103-17	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M
10 weeks - 12 months	5. Enhancing skills in Hospitality	Level 1 Certificate in Introduction to Professional Food and Beverage Service	183	AEB / MCA	£1645	60108599	7103-05	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M
		Level 2 Diploma in Professional Food and Beverage Service	305	AEB / MCA	£2583	60109932	7103-06	A
		Level 2 Award in Food Safety in Catering	9	AEB / MCA	£65	50051866	7150-52	M

Key to terms

PAM – Portfolio / Assessment (Practical/ Knowledge) / Multiple-choice

AEB – Adult Education Budget
Adult LL – Advanced Learner Loan

FCFJ – Free Courses for Jobs
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Skills Bridge to employment (Front of House)

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
Up to 2 weeks	1. Introduction to Hospitality & Catering	Level 1 Award in Introduction to the Hospitality Industry	49	AEB / MCA	£585	60103589	7107-21	A
2 - 4 weeks	2. Preparing to Work in Hospitality & Catering	Entry 3 Award in Introduction to the Hospitality Industry	61	AEB / MCA	£390	50065130	7107-03	A
		Entry 3 Award in Employability Skills	40-60	AEB / MCA	£300	60136261	5546-02	P
4 - 6 weeks	3. Tasters for Hospitality & Catering	Entry 3 Certificate in Introduction to the Hospitality Industry	102	AEB / MCA	£941	50065191	7107-03	A
7 - 10 weeks	4. Developing skills for Hospitality & Catering	Level 1 Certificate in Introduction to the Hospitality Industry	169	AEB / MCA	£1645	60102998	7107-22	A
10 weeks - 12 months	5. Enhancing skills in Hospitality (May be suitable for the initiatives above)	Level 1 Diploma in Introduction to the Hospitality Industry	262	AEB / MCA	£2583	60102391	7107-23	A

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Skills bridge to employment (Culinary)

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
Up to 2 weeks	1. Introduction to Hospitality & Catering	Level 1 Award in Introduction to the Hospitality Industry	49	AEB / MCA	£585	60103589	7107-21	A
2 - 4 weeks	2. Preparing to Work in Hospitality & Catering	Entry 3 Award in Introduction to the Hospitality Industry	61	AEB / MCA	£390	50065130	7107-03	A
		Entry 3 Award in Employability Skills	40-60	AEB / MCA	£300	60136261	5546-02	P
4 - 6 weeks	3. Tasters for Hospitality & Catering	Entry 3 Certificate in Introduction to the Hospitality Industry	102	AEB / MCA	£941	50065191	7107-03	A
7 - 10 weeks	4. Developing skills for Hospitality & Catering	Level 1 Certificate in Introduction to the Hospitality Industry	169	AEB / MCA	£1645	60102998	7107-22	A
10 weeks - 12 months	5. Enhancing skills in Hospitality	Level 1 Diploma in Introduction to Professional Cookery	440	AEB / MCA	£3345	60106025	7100-11	A

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Skills bridge to employment

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
12 - 36 months+*	6. Working in Hospitality & Catering at Level 2 Level 2 NVQs in Hospitality & Catering Level 2 Apprenticeships in Hospitality & Catering	Level 2 NVQ Diploma in Housekeeping	281	AEB / MCA	£2,583.00	50094889	7132-02	P
		Level 2 NVQ Diploma in Front of House Reception	224	AEB / MCA	£2,583.00	50094907	7132-01	P
		Level 2 NVQ Diploma in Kitchen Services	309	AEB / MCA	£2,583.00	50095420	7132-14	P
		Level 2 NVQ Diploma in Food Production and Cooking	329	AEB / MCA	£2,583.00	50095432	7132-06	P
		Level 2 NVQ Diploma in Food and Beverage Service	279	AEB / MCA	£2,583.00	50095444	7132-05	P
		Level 2 NVQ Diploma in Professional Cookery (Preparation and Cooking)	473	AEB / MCA	£3,345.00	5009869X	7132-07	P
		Level 2 NVQ Diploma in Professional Cookery	465	AEB / MCA	£3,345.00	50099796	7132-08	P
		Level 2 NVQ Diploma in Hospitality Services	266	AEB / MCA	£2,583.00	50099814	7132-09	P
		Production Chef	N/A	Apprenticeship / Levy	£5000	ST0589	8097	See assessment plan
		Commis Chef	N/A	Apprenticeship / Levy	£8000	ST0228	9081	See assessment plan
		Team Member (Food and Beverage)	N/A	Apprenticeship / Levy	£4000	ST0233	9083	See assessment plan

*Please check individual apprenticeship standard for anticipated duration

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Skills bridge to employment

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
12 months+*	7. Working in Hospitality & Catering at Level 3	Level 3 NVQ Diploma in Hospitality Supervision and Leadership	206	Adult LL	£2583	60008611	7250-02	P
	Level 3 NVQs in Hospitality & Catering	Level 3 NVQ Diploma in Professional Cookery	360	Adult LL / AEB / MCA	£3345	50094397	7133-02	P
	Level 3 Apprenticeships in Hospitality & Catering	Level 3 NVQ Diploma in Professional Cookery (Patisserie and Confectionery)	354	Adult LL	£2583	50094385	7133-03	P
		Chef de Partie	N/A	Apprenticeship / Levy	£9000	ST0227	9085	See assessment plan

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Example programme

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
2 - 4 weeks	Example Programme 1: Preparing to Work in Hospitality & Catering May be suitable for SWAP, JETs, Mini-Traineeships or Restart learners (If a higher GLH is required substitute the Award in Employability for Certificate)	Level 1 Award in Introduction to the Hospitality Industry	49	AEB	£585	60103589	7107-21	A
		Level 2 Award in Food Safety in Catering	9	AEB	£65	50051866	7150-52	M
		Level 1 Award in Employability Skills (6 Credits) Example Units	29-60 GLH	AEB	£300	60136297	5546-02	P
		**Example: Unit 408 Searching for a job	2 Credits	–	–	–	5546-02	P
		Example: Unit 407 Interview Skills	3 Credits	–	–	–	5546-02	P
		**Example: Unit 414 Preparing for work	2 Credits	–	–	–	5546-02	P
		**Example: Unit 404 Effective communication	2 Credits	–	–	–	5546-02	P
		Total GLH ** GLH Total includes the employability units	103	Total Funding	£950			

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Example Work Preparation Programme

Duration (Typical)	Programme Type	Programme Area	AEB Funding
6 weeks – 12 months	Example Programme 2: Work Prep Programme	Core Element	
		Work Placement (175 hours)	£1265
		Work Preparation Qualification Example: Level 2 Extended Award in Employability Skills - (5546-03) (601/3633/9)	£300
		Maths, English & Digital Skills	
		Maths Functional Skills (4748) - where level 2 has not been achieved at key stage 4.	£724
		English Functional Skills (4748) - where level 2 has not been achieved at key stage 4.	£724
		Digital Functional Skills Qualification (4748) – where the learner does not have a level 1 in functional digital skills, and has been assessed at being below level 1 in digital skills	£336
		Vocational Taster	
		Level 1 Award in Introduction to the hospitality industry (7107-21)	£585
		Total Funding	£3934

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Resources and contact information

Our number one goal is to provide you with an unrivalled level of support, ensuring you have the advice, guidance and resources you need to deliver the best possible experience to your learners.

Our Adult Skills team includes: advisors and subject specialists – dedicated to support with curriculum planning, qualification delivery and understanding on the ever-changing educational environment. A dedicated Account Manager – along with a named contact for all your quality needs.

Get in touch with us to learn more about our Adult Skills provision or more about what City & Guilds qualifications can do for you or your business.

Contact us now

For enquiries about Adult Skills and digital services contact us:

T: 0192 420 6709

For information on how to become a centre visit [our webpage](#).

E: customersupport@cityandguilds.com

#CGAdultSkills

W: cityandguilds.com/adult-skills

For further information and support with our digital learning, learning materials and platforms including; SmartScreen and e-Functional Skills:

E: customersupport@cityandguilds.com

W: cityandguilds.com/digital-learning