

## VCAL PERSONAL DEVELOPMENT FOODS

# CATERING FOR AFTERNOON AND MORNING TEA

### DESIGN BRIEF

You have been asked to cater for a series of afternoon and morning teas for 35 staff at the Gippsland Education Precinct of Kurnai College. You have a budget of \$70:00.

The staff love hot savoury food, fresh fruit platters and a small amount of sweet foods but are bored with plain sandwiches.

Special dietary needs of staff must be taken into account when designing your menu. We have several Vegetarians and one staff member who is allergic to tomato.

Each groups tasks are to select a range of recipes for hot and cold savouries, sweet finger food and alternatives to sandwiches that would be suitable to be served at an afternoon or morning tea. Decide on what will be served and how it will be served and to order the foods for the catering event.

\*Your first step will be to brainstorm how you will plan to achieve these three tasks. You have 4 periods to come up with a menu and your food orders.

#### Clues...

- You may need to delegate tasks
- Extra recipe ideas should be stored as a recipe bank for future functions
- Remember that a small profit should be made so don't order expensive dishes.

#### ASSESSMENT:

A log book of activities should be kept.

- Your group must clearly identify the process you used to solve the Design brief problem.
- All steps used collect recipes, design a menu and prepare the food should be documented.
- The project should be evaluated.

***VCAL PERSONAL DEVELOPMENT***  
**CATERING FOR MORNING/AFTERNOON TEA**  
**PROJECT LOG BOOK**

<b>Day/Date/Lesson duration</b>	<b>Summary of Activities towards achievement of Personal Development activity.</b>	<b>Out of class hours</b>	<b>Teacher signature</b>

## **GROUP PLANNING GUIDE:**

**GROUPMEMBERS**.....  
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**SUMMARY OF WHAT YOU HAVE TO DO TO COMPLETE THE PROJECT**  
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**BRAINSTORM THE RESOURCES THAT THE GROUP WILL NEED, TO SUCCESSFULLY COMPLETE THE PROJECT.**  
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**IDENTIFICATION OF LEADERSHIP ROLES (Who will do what and when?)**  
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**BUDGET (EXPENSES)**  
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**TEACHER CHECKLIST**

**SUBJECT: CATERING FOR AN AFTERNOON TEA**

NAME .....

<b>COMPONENTS OF PARTICIPATION</b>	<b>YES OR NO</b>
Identify the planning and organisational skills relevant Catering for an afternoon tea for 30 people	
Plan and organise a complex activity	
Set goals to satisfactorily achieve the task in a limited time frame	
Delegate responsibility and leadership roles	
Share knowledge and skills	
<i>Use decision making skills</i>	
Communicate effectively	
Cooperate with group members	
Take into account design brief specifications and individual food preferences	
Produce and serve high quality food	

**STUDENT IS COMPETENT**

**STUDENT IS NOT YET COMPETENT**

**COMMENTS:**

