Baker Apprenticeship Standard Specification - ST0191/AP04

1.1 Occupational profile

Bakers work in one of the largest, most dynamic and fastest growing sectors of the food and drink industry. Every day bakers make and sell millions of loaves of bread and baked goods, such as cakes, pies, pastries and biscuits to customers in the UK and around the world. Bakers are passionate about their industry and the products they make and take great pride in their work.

There are many varied employment and career opportunities in the bakery industry. Bakers may be employed in a traditional craft bakery or in a large automated processing plant; a specialist retail shop or supermarket. Many bakers opt to set up and manage their own businesses.

The industry offers many ongoing career development opportunities to suit their own particular interests, whether they aspire to being a manager of the future, a specialist baker, product designer or retail bakery expert.

1.2 Purpose

This apprenticeship has been designed by food and drink manufacturing employers to ensure that both new entrants and those interested in progressing a career in the sector have an opportunity to develop the right skills, knowledge and behaviours. This apprenticeship is a fantastic way of developing these skills whilst learning and gaining experience at work.

At the end of the programme apprentices will be able to:

- make a wide range of breads and baked goods, using a range of traditional craft and mechanical processing methods

- work safely and hygienically

- follow recipes and specifications

- ensure the quality and standards of products meet customer requirements.

1.3 Entry requirements

There are no formal entry requirements for apprentices selecting this apprenticeship standard. Employers and training providers must ensure that learners have the potential and opportunity to achieve the apprenticeship standard successfully.

1.4 Gateway requirements

Gateway requirements are stipulated by the apprenticeship standard's assessment plan and End-point Assessment Organisation's must ensure that all apprentices have completed and achieved the requirements.

Baker apprentices must have exceeded the 12 month Government minimum duration and completed a programme of learning as set by their employer, supported by the appointed training provider. The programme will develop the skills, knowledge and behaviours detailed in the standard.

Apprentices are required to achieve the following mandated qualifications for this standard:

- Level 1 English

- Level 1 mathematics

- Results from the Level 2 English test

- Results from the Level 2 mathematics test

- Level 2 Diploma in Bakery.

Evidence of these qualifications must be submitted to OAL along with a declaration that the apprentice has met the gateway requirements. Qualification certificates can be submitted at any point once the apprentice has been registered on our Portal. OAL will accept qualification certificates from any awarding organisation.

Apprentices, who have previously achieved their English and/or mathematics as specified above, must submit their qualification certificates to Occupational Awards Limited as evidence of achievement and exemption.

In the main OAL expects evidence to be in the form of the qualification certificate. Where the certificate is not available then a formal transcript or notification of results. Where either a certificate or formal notification of results is not available, but the apprentice has other evidence that may be acceptable, you should contact us directly so we can offer advice on the verification of the evidence.

Apprentices and their employer/training provider should refer to the OAL English and Mathematics Policy for end-point assessment gateway evidence available at https://www.oawards.co.uk/about-us/ for evidence requirements of English and mathematics achievement.

1.5 End-point Assessment (EPA)

End-point assessment will take place at the end of the programme and is designed to test apprentices' skills, knowledge and behaviours independently of learning and qualifications. The apprentice will not be allowed to take the end-point assessment without evidencing completion of these.

End-point assessment for this standard includes a:

- Knowledge test

The test will be 90 minutes under controlled examination conditions and invigilated by the end-point assessment organisation. It can take place in the workplace or at an assessment centre. The test will comprise of 60 multiple-choice questions.

- Assessment centre observation

The observation takes place over a maximum 7-hour period in an assessment centre, which is set up to represent a bakery environment. The assessment centre will need to be recognised by OAL as a recognised EPA site. This process is simple and typically involves a 60-minute assessment by OAL. The observation will assess the apprentice's competence of 3 core skills, including producing a loaf by hand and finish a minimum of one bakery product to specification. The third skill will be selected from bread, cake, pastries or enriched dough products. The apprentice will not have any prior knowledge of which product they will be asked on make on the day.

- Workplace observation and interview

The workplace observation and interview has two parts: an observation in the workplace and an interview. The two components come together to form a combined grade.

The observation

The workplace observation takes place in the apprentices' normal working environment where they will be observed and questioned by an independent assessor. The apprentice will be required to carry out a variable range of bakery tasks relevant to their working environment and chosen pathway. For apprentices completing the in-store and automated pathways the observation element will typically last 3 hours 15 minutes.

Apprentices completing the craft pathway the observation element will typically last 5 hours and 15 minutes due to the nature of the products being made.

The interview

The interview is a structured discussion between the apprentice and their independent assessor. The interview will take place immediately following the workplace observation. Apprentices will be asked 7 competence-based questions focused on the behaviours as detailed in the standard. Additionally the independent assessor will question the apprentice on areas of skills and knowledge that were not adequately covered in the observation. The interview will be no longer than 45 minutes.

Once the apprentice has successfully passed through gateway a planning session will take place between the employer, training provider and OAL. The outcome of the planning session is to not only ensuring that the EPA runs smoothly on the day but also to allow for the process tasks to be mapped to the apprentices duties and activities. The plan will provide details for the apprentice to move from one area or function to another during the observation giving the apprentice the best opportunity to demonstrate their application of skills, behaviours and knowledge.

It is important to note that the mandated qualifications are important as they demonstrate that apprentices have developed the skills, knowledge and behaviours according to the standard requirements. However they do not count towards the end-point assessment.

1.6 Assessment personnel

An Independent Assessor appointed by OAL must invigilate and assess all components of the end-point assessment.

1.7 Order of end-point assessment

There is no set order for the three components.

1.8 Apprenticeship grading

The apprenticeship is graded: Fail, Pass, Merit or Distinction. Apprentices must achieve a minimum of a pass in each of the 3 components.

Results are subject to moderation and will be issued every 10 working days to the named training provider. OAL will send results to the Education and Skills Funding Agency in line with guidelines for certification.

An apprentice can retake a component of their EPA if they fail. In this instance the apprentice cannot be awarded an overall grade of distinction the final grade will be capped at Merit. It is expected that a period of further learning will need to be undertaken if the apprentice has to re-take any part of the end-point assessment. OAL can make exemptions to this ruling should reasons for the fail are deemed to be outside the control of the apprentice.

1.9 EPA fees

OAL typically charges 15% of the total funding for this standard. However fees are worked out on an individual basis to ensure that employers and apprentices get the best value for money. For approved centres our fees can be found in the online Portal. Non-approved centres should contact us directly for a bespoke quote.

At OAL there are no hidden fees. Our fees are inclusive of all support, documentation and materials. This includes access to our team of experts to support the induction of apprentices, preparation for EPA, handbooks and assessment specifications and materials.

Key to table in 1.10

MCQ   Multiple-choice questions

AC   Assessment Centre Observation

OI   Workplace observation and interview

1.10 Standard SKB criteria

In addition to the core knowledge, skills and behaviours, bakers will demonstrate specialist additional skills and knowledge from one of the following craft, in store and automated bakery options. All apprentices must complete the core plus one of the options.

Baker Apprenticeship Standard	
Core Knowledge statements	Assessed by:
• The history of bread making: the size and structure of the bakery sector; how and why production methods have evolved.	MCQ
• Theories of baking	MCQ
• Basic recipe formulation.	MCQ
• 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.	MCQ
• How to use different types of equipment, including mixers and ovens.	MCQ/OI
• How to use knives safely including correct use and application	MCQ/OI
• 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.	MCQ
• Principles of ingredients: including their origins, properties: purposes and uses; grades and quality; and how they interact.	MCQ
• Principles of making dough: including changes in physical properties during processing, types of dough for different products.	MCQ
• Finished baked products: how to source, store, handle, package, label and transport types of finished baked products.	MCQ
• The importance of minimising waste and maximising product yield and profit, including pricing and costing.	MCQ
• How to deal with waste products and the importance of recycling to a bakery business.	MCQ/OI
• Legislation and regulations in the food industry, including: health and safety, food safety, allergens, hygiene, cleaning, labelling, and environmental.	MCQ

Core Knowledge statements	Assessed by:
• The impact of consumer trends and requirements on the baking industry.	MCQ
• How to fry off products and use hotplates.	MCQ
• How to use problem solving skills to find root cause of faults.	MCQ
• Innovation and New Product Development (NPD) benefit bakery.	MCQ
• How to use and apply quality assurance and monitoring processes.	MCQ
Core Skills statements	Assessed by
• Produce a loaf by hand with no mechanical aids – using only flour, salt, water and yeast.	AC
• Produce bread and cake products to specification, using both manual baking processes and mechanical processes.	AC
• Produce a range of pastries to specification, including sweet and savoury.	AC
• Produce a range of enriched doughs to specification.	AC
• Finish bakery products to specification.	AC
• Source, handle and store ingredients and finished goods.	OI
• Use knives, equipment and machinery.	OI
• Comply with legislation, regulations and organisational requirements for health and safety, food safety and hygiene.	OI
• Maintain quality by carrying out product sampling and testing against organisational and customer specifications.	OI
• Communicate effectively with colleagues, suppliers and customers.	OI
• Work as part of a team and individually in a commercial baking environment.	OI
• Use problem solving skills to find root cause of faults.	OI
• Manage own time effectively to meet production schedules.	OI

Behaviour statements	Assessed by
• Safe Working: ensures safety of self and others, food safe, addresses safety issues and concerns.	OI
• Ownership of work: accepts responsibility and is proactive	OI
• Pride in work: integrity, aims for excellence, punctual and reliable	OI
• Self-development: seeks learning and development opportunities	OI
• Integrity and respect: for all colleagues	OI
• Working in a team: builds good relationships with others	OI
• Problem solving: identifies and participates in problem solving	OI
• Responsiveness to change: flexibility to changing environment and demands	OI
• Company/industry perspective: desire to learn about own company and food industry, acts as an ambassador.	OI
• Effective Communication: with others, listens effectively, receives feedback.	OI

Craft baker statements	Assessed by
• Produce individual dough based bread products.	OI
• Produce individual confectionery products.	OI
• Hand deposit, pipe and sheet.	OI
• Produce and finish cakes by hand.	OI
• Understand when and how to use specialised ingredients, including chocolate, fruit, icing, jelly.	MCQ

In-store baker statements	Assessed by
• Provide excellent service to meet requirements of customers in store.	OI
• Check, rotate and replenish stock in the bakery area of the store.	OI
• Process part-bake goods ready for sale.	OI
• Finish a range of products ready for sale.	OI

• Understand how and manage stock in an in-store environment.	MCQ
• Understand and use packaging in an in- store environment.	MCQ
Automated baker statements	**Assessed by**
• Produce a range of bakery goods in an automated bakery.	WOI
• Understand automated and mechanical processing methods.	MCQ
• Understand batch processing.	MCQ
• Understand mixing methods, including Chorleywood bread process.	MCQ
• Understand the principles of Large Scale production.	MCQ
• Understand Ingredient management in large scale production.	MCQ
• Understand how to use programmable logic controllers (PLCs).	MCQ
• Understand principles of auditing requirements.	MCQ