



Training and Development Provider

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Semester 2, 2010

Dear Student,

Thank you for your enrolment and terms and conditions forms. We would like to confirm that you have been accepted into the INAP Training and Development **Bar & Wine** course.

This course will commence on **Tuesday 20 July** at **Adelaide Hospitality & Tourism School (AHTS), Level 2, 97 Pirie Street, Adelaide** from 4.15pm to 7.15pm for 14 weeks. This course will conclude on **Tuesday 2 November 2010**.

Please meet the trainer in the Reception area on Level 2 on the first night.

Specific requirements for your training will be discussed during the first session with your trainer, along with the INAP and in-house Induction explaining the specific requirements and expectation of participation in your VET course. **At your first session your parent/guardian is expected to attend for the first half an hour to hear the induction and course specific requirements.**

Please familiarise yourself with the terms and conditions form that you, your parent/guardian and school have signed and returned to INAP. Please take note of the cancellation conditions. Your terms and conditions form are your acceptance of these conditions and approval of your enrolment into this VET course.

Please find enclosed specific course information for your first lesson. This will include the following:

- A map of the venue
- Course schedule
- Information sheet showing your trainers contact details

May I please take this opportunity to thank you for your enrolment with INAP and to ensure that you are fully aware of the commitment you have made to your VET course? Please note that you are required to contact your trainer if you are unable to attend any VET lesson and have a signed note of explanation from a parent/guardian or your school for your absence. Please be aware that your VET course takes priority over sporting commitments and casual employment and missing 3 classes may result in withdrawal from your course.

If you require any further information pertaining to your course please see our website www.inap.org.au or see your school VET coordinator. The information enclosed with this letter (which you need to retain throughout the duration of your course) is available from our website. If you have any queries or concerns, please contact me via email on rachel@inap.org.au.

We trust you will have a productive and enjoyable experience and wish you all the very best.

Yours sincerely
Rachel Rowett

Rachel Rowett
Manager

Please note that all Semester 2, 2010 students will GRADUATE on Wednesday 24 November 2010 at Blackfriars Priory School – official invitations will be distributed in September.

CERTIFICATE II IN HOSPITALITY – BAR & WINE - AHTS

Semester 2, 2010 COURSE PROGRAM

DAY OF COURSE: Tuesday

Trainer: Sandy Neary

Contact Number: 0432 484 510

WK	DATE	DAY	TIME	UNIT	COURSE CONTENT
1	20 July	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Student Induction Course outline Shown through training facilities Bar theory pg 4-27 Cocktails Bottle shop assignment Due: 28 th August Homework-Session 1 and 2 Qu1-12
2	27 July	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Go through h/work Demonstration of tray service Students to practice Beer theory Video-How to pour the perfect pint Beer pouring practical Homework-Finish off session 1 and 2. Session 3 Questions 1-10, Cue cards for cocktails
3	3 August	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Go through h/work Spirit/liqueur theory Demonstration of cocktails Homework-Finish off session 3,Learn cocktails
4	10 August	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Go through h/work Cocktail/ Tray practical Homework- Qu's to ask at excursion
5	17 August	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	RSA and Quiz
	FULL DAY 19 August	Thur	9.15-3.30	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Excursion: Cocktail/Tray service Homework-Session 4 Qu 2, 15, 16
6	24 August	Tues	4.15-7.15	SITHFAB001A/ SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Go through h/work Bottle awareness project Cocktail making Collect assignment

WK	DATE	DAY	TIME	UNIT	COURSE CONTENT
7	31 August	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	Cash handling Closing procedures Revision for exam Homework-revise for exam
8	7 September	Tues	4.15-7.15	SITHFAB001A / SITHFAB002A-Clean and Tidy Bar areas/Operate a bar	EXAMS- Theory - Cocktail - Tray
9	14 September	Tues	4.15-7.15	SITHFAB005A-Provide Table Service of Alcoholic Beverages	Course outline Explain assessment criteria Handout wine terms Wine theory 4-16 Opening bottles of wine pg 37 Demonstration of how to open a bottle of wine Homework-Session 1 and 3
10	21 September	Tues	4.15-7.15	SITHFAB005A -Provide Table Service of Alcoholic Beverages	Go through homework Wine regions Decanting wine Students to open bottles of wine Stating- Variety, region, wine maker, vintage Homework- Learn role play
School Holidays					
11	12 October	Tues	4.15-7.15	SITHFAB005A -Provide Table Service of Alcoholic Beverages	Sparkling wine production Video- Drinking stars Combining food and wine Basic rules for drinking wine
12	19 October	Tues	4.15-7.15	SITHFAB005A -Provide Table Service of Alcoholic Beverages	Practical role play
13	26 October	Tues	4.15-7.15	SITHFAB005A -Provide Table Service of Alcoholic Beverages	Practical role play Dessert wines Wine manufacture Homework-Revise for exam
14	2 November	Tues	4.15-7.15	SITHFAB005A -Provide Table Service of Alcoholic Beverages	Practical role play EXAMS- Theory - Practical Evaluation forms ASHT, INAP

LOCATION: Adelaide Hospitality & Tourism School
Level 2, 97 Pirie Street, ADELAIDE

WHAT TO BRING: Small snack

Course Name: Cert II Hospitality AHTS Bar & Wine
Training location and a map attached

Adelaide Hospitality & Tourism School

Level 2, 97 Pirie Street, ADELAIDE

Day of the week: Tuesday

Start Date: 20 July 2010 **Finish Date:** 2 November 2010

Weeks: 14 + 1 full day

Start time: 4.15pm **Finish Time:** 7.15pm
Plus 1 Full Day:- 9.15 – 3.30pm

Trainer's Name: Sandy Neary

Trainer's Contact: 0432 484 510

Course Outline: Students will learn cocktail making and mixing drinks, beer pouring, tray service, cash handling, presenting, opening and serving wine, interpreting labels and making recommendations to patrons.

What to bring: Pen / Paper / Highlighter

Uniform/Dress standard required: School uniform. On full days students can wear black or white shirt and black pants or black skirt or School uniform

Is Work Placement required? **NO**

Excursion dates:(see attachment if applicable)

Other information relating to the course: N/A

Do I need to pack a meal/snack: Yes

The Adelaide Hospitality and Tourism School (AHTS)

MAP



AHTS



Level 2, 97 Pirie Street, Adelaide



Training and Development Provider



**Adelaide
Hospitality & Tourism
School**
ESTABLISHED 1981

Dear Parent / Guardian

Thank you for choosing the Adelaide Hospitality and Tourism School for your child’s study.

It is the policy of this School that for students to be able to “actively taste spirits and wines” they must be over 18 years of age. For students who are under 18 years of age they are able to pour beer, make cocktails, open and pour wines but only smell it for clarification / identification purposes.

All students attending this course will be supervised by a fully qualified teacher who holds formal qualifications in Responsible Service of Alcohol and Supervision of Students. All students will comply with current School policies and procedures with regards to handling alcoholic beverages during the course.

We require the name and signature of a parent / guardian, this letter duly signed, and returned to us authorising the student to attend this course and acknowledging the handling of alcoholic beverages as part of the program.

Students Name:

Name of School:

Parent / Guardian Name:

Signature of Parent/guardian:

Contact Phone Number:**or**

Date:/...../.....

Thank you for your cooperation.

Mary Borg
Administration

ASHT Pty Ltd (trading as)
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