

SESSION PLAN AND RISKS ASSESSMENT LA FABRICATION DU PAIN / BREAD MAKING

Duration of the activity : 2h45

Number of staff/participants : 1/14 (in exceptional circumstances, it could happen to have 2 groups with one staff ; that is an exception and it can only be approved by the direction)

Aims & objectives : To learn vocabulary and expression. To discover songs in French. To introduce the participants to cooking skills and develop their autonomy.

Required equipment : Big bowls, spoons, measuring jug, water jug, hats, aprons, pens, ingredients (flour, yeast, salt, water, eggs)

At the Château, there are two cupboards : one in the « grande salle » with the equipment, and one between the two with the ingredients

At the Pavillon, there is a cupboard with most of the equipment and ingredients. You will need to ask the kitchen staff for some parts of it.

Place to do : A dining room - **from Monday to Friday, use the chateau dining room in priority** - Saturday and Sunday, use the Pavillon in priority. If there are more than one bread making in the same time, you need to organize WITH the other staff who will go where !

Getting ready for the activity (at least 15 minutes before the activity)

Check the groups information : age, aptitude, experience and number. Make sure you have all the medical information regarding the group (be more vigilant with the diet issues, especially the gluten free)

Get your room ready and all the equipment you will need for your activity.

Starting the activity

Be on time at the meeting point ! Make sure everybody is here and they have the right equipment = medical equipment, something to tie their hair, their workbook and a pen. Check if there is any diet issue (you may have some surprised one !)

Take your group to the dining room you will be. Try to limit the number of tables you will use to not disturb the kitchen staff in their work.

Introduction

Introduce yourself and the activity. Ask each participant to introduce themselves.

This is one of the favorite kids' and teachers' activity. It gives a proper inner the French culture. Don't hesitate to amplify the place of the bread and bakery in the French way of life.

Workbook

In the workbook, there are 3 exercises with vocabulary around the activity. The first one is about the bakery itself. The second one is about the ingredient you need to make some bread. The third is the recipe, and the steps, to follow it delicious. It obviously works really well to fill it at the start of the activity, but you can also do it at the end or even in the middle of the session (while the bread is resting) to try out more the vocabulary they learn.

Equipment

Each participant should wear a hat and an apron while making bread, for hygiene reason and to protect their own clothes. You can make them personalize their hat with the appropriate pens. Don't forget to make them taking out any jewellery, especially rings, and to tie their hair.

Getting the dough ready

Before you start mixing the ingredients, ask all the participants to wash their hands. Be careful : NOT in their dorms !! Ask them to use the outdoor toilets or the one next to the dining room in the Pavillon.

Dispatch de participants in small groups, knowing that the quantity indicated in the workbook correspond to 2 bread so for 2 persons.

Give them the ingredients and tools to make their dough.

Stay vigilant all along this important step. Guide them so they can end up with the right texture which will help you a lot to run smoothly the rest of the session.

You can use this step to develop the participants' autonomy. But don't forget that a 8 years old won't have the same skills that a 16 years old...

Kneading time

Once everybody has a right dough, it will need to be kneaded for at least 20 minutes. This step is important to hit the dough so the yeast will be more active to make the bread rising. The more you knead, the more the bread will rise, and the better it will be. So don't hesitate to do more than 20 minutes.

To make this step more interesting, use your creativity by making them singing songs, do some games, dough competitions, ...

Advice: use active songs or games first. If you want to do some carving competition, keep them for the end, the dough will have a better texture and will be easier to work with.

Break

When you are done with the kneading, you need to give the dough to rest so it can rise. You can skip this step if needed (it will rise before getting in the oven)

To help it rising, shape it into a ball. You can cover it with the hat and apron to keep it warm. If your kneading was good, they should double in volume ^^

If you take this time to take a break outside (15 minutes max), make sure the participants take off all their specific equipment (hat AND apron) and remind them to wash their hands before getting back in the dining room.

Don't forget that you keep their responsibility all along the break. Make sure you offer them a drink.

Final steps

If you have time, knead the dough again for 5 minutes (time for a song or a small game). This will give more warmth to the dough.

Once the dough is ready, ask the participants to shape their bread. Try to make them creative. You can give them a theme. If you do so, use a theme really large so they have different ideas and their bread don't look the same (example : France, the Château, an animal, ...). Think of the person who will be in charge to distribute the bread. They need to be different so the participants can easily identify their bread !!

Once everybody has shaped their bread, ask them to put their bread on the grid/platter you have with baking paper (don't forget to note the letter of your group on it !)

Ask them to glaze their bread with some egg yolk → be careful with allergies !! you can substitute the egg with milk, soya milk or simply water.

Give the bread to the kitchen to be cooked (check the "repartition des salles" to know where the participants will eat on their next meal so you can take their bread to the right kitchen !!)

The kitchen staff is in charge of cooking the bread. **YOU ARE NOT ALLOWED** to get in the kitchen (neither the kids) unless you have all the right equipment. If you take the bread to be cooked from the chateau to the pavillon, don't forget to take grids down to substitute the one you have just brought up...

BE CAREFUL : you should never let the group without any adult supervision while you are getting the bread up to the pavillon. Use a teacher or take the whole group with you if you have to.

If you are doing this activity with a group who leave right after (if they don't eat their next meal here, example Normandie Experience), you need to make sure their bread has time to be cooked before they leave. If they leave at 5 :00pm, that means you need to bring their bread to cook at 4:30pm the latest (take 30 minutes delay, time for it to cook). You still need to keep the group with you until 5:00pm. You can organize your session in a different way and finish with the workbook, or organize games with them.

End of the session / Feedback

At the end of your session, do a feedback with the participants to know their feeling and what they have learned : vocabulary, songs, ...

Tell them when they will be able to eat their bread, thank them and remind them what is happening next : workbook, meal, ...

Before they leave, make sure they haven't forgotten anything.

Tidying

Tidy everything back and leave the room clean = **clean the table** with hot water and **brush the floor** (even if you asked the participants to do it).

If needed, **set the table for the meal** (don't hesitate to ask the participants to help you). The kitchen staff will let stuff on the trolley if you need to set it up. Don't hesitate to ask one of them for more details or if you miss something.

Check the stock for equipment and ingredients so there are enough for the next activities. If you see the stock getting low for yeast and/or eggs, tell the office as soon as possible (we need more than 6 box of yeast, around 30 eggs, check the dates)

Tell the person on duty/office if you can't see anybody in the kitchen downstairs so we can remind them to come down to cook the bread.

Rince all the bowl and leave water in them in the sink to make the kitchen staff work easier when they will wash them.

RISKS ASSESMENT BREAD MAKING

Danger	Risks	People at risks	Probab- ility	Control measure	Result s
Wrong knowledge of the medical problems	Allergic reactions or other reaction	Group	Medium	At the meeting point, find the group and check the medical informations - asthmatics, EPIPEN, ...	Low
Equipment	Injury if falling	Group	Medium	Before starting the activity, the staff will explain the safety rules : -respect of the equipment and the activity - right behavior The staff will keep control of the group and will never let them without any supervision (especially if they use knife)	Low
Hygiene	Allergic reaction	Group	Medium	The staff will ask the participant to wear a hat and an apron. They will make sure the participants wash their hands before starting with the ingredients and will check the participants tie their hair if needed. They will make sure the room and equipment they use is clean.	Low
Dinning room	Dirty	All	Medium	At the end of each meal and activity, the tables are properly clean and the floor is brushed.	Low
Ingredient s and equipment	Dirty or empty	All	Medium	The staff is in charge of checking the stock and keep it clean and tidy after each activity. The kitchen staff is in charge of cleaning the bowls, spoon and measuring jug used after each activity	Low
Belongings	Lost	Group	Medium	At the end of the session give back all the belongings to the kids (worbook, inhalers, ...)	Low