

Culinary Management

Orientation dates/information will be sent out in a separate email shortly. During orientation the following will be addressed:

- **Health Forms:** All students must complete the *Pre-entrance health exam*, prior to commencing classes. Lab access will only be granted to students with completed health forms. These forms can be found on-line under Health Services on the college website, or click on the link: <https://www.stclaircollege.ca/sites/default/files/inline-files/Medical-Requirements-Form.pdf>. If students do not have a family doctor, the college campus nurse is able to assist students in completing these forms. The Health Centre is open M-F 8:30-4pm, call to book apt. (519)972-2727 ext. 4458.
- **Lockers:** Renting a locker is highly recommended for Culinary Management students for storage of uniforms, tools, shoes, books, etc. Please rent lockers through the Student Self-Service online. <https://www.stclaircollege.ca/student-services/on-campus-services>
- **Parking Pass:** Parking passes are required to park on campus. Please complete the application in advance: <https://www.stclaircollege.ca/parking>
- **Books:** See list of book requirements on p. 6. Can be purchased at the college Campus bookstore. Hours M-F 8:30-4:30
- **Work study positions**
- **Scholarships & Tuition Bursaries:** <https://www.stclaircollege.ca/financial-aid/contact>
- **Schedules:** Verifying sections.
- **Knives, tool kits & uniforms:** Williams Food Equipment

NOTE: Classes begin Monday, January 9th 2029. This first week you should clear your schedule as much as possible to complete all start up requirements; pick up tool kits, uniforms, and books for all of the culinary management classes. Tool kits are to be picked up by the student at Williams Food Equipment 2150 Ambassador Dr., Windsor, ON. **Please bring in your receipt from the college registrar's office to Williams Food Equipment, to show as proof of payment for your tool kit.** Should students have any questions or concerns, please use this time allotted to have all issues addressed.



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Uniform Requirements for Culinary Management Students

Kitchen Lab Uniform

- ❑ **White double-breasted chef coat with black piping** (*minimum of 2 required*)
- ❑ **Small-checked cook's pant**
- ❑ **Black neckerchief**
- ❑ **All-white cook's apron (bib style)** (*minimum of 3 required*)
- ❑ **Black, linen pillbox cook's hat**
- ❑ **Kitchen side towels** (*minimum of 5 required*)
- ❑ **Non-slip shoe with closed toe, closed heel, grease resistant** (*steel toe recommended*)

- ❑ **Embroidery- a large volume of individual custom embroidery will take time the sooner you purchase jackets the better.**
 - ❑ **Name on chefs coat** - in black- easy to read font . First and last name on jacket left side.
 - ❑ **St. Clair College Logo on hat** - Note that an embroidery company must have permission from St. Clair College to use our logo. Williams Food Equipment has this consent.
- ❑ **Uniform must be clean and without wrinkles.**
- ❑ **Fully fitted uniforms are required for the first day of classes:**
 - ❑ **Pants:** Properly hemmed to the shoe.
 - ❑ **Chef Coat:** Shirtsleeves may require adjustments. Sides (chest and waist) may need to be trimmed and darted.

Dining Room Lab Uniform

- ❑ **White button down dress shirt**
- ❑ **Black dress pants**
- ❑ **Black tie**
- ❑ **Black bistro service apron** (long apron, no bib)
- ❑ **Black dress shoes, closed toe, closed heel** (non slip preferred)

- ❑ **Uniform must be clean and pressed.**
- ❑ **Pants:** Properly hemmed to the shoe.



Tool Requirements for Culinary Students

(Tool kits are paid for with tuition)

Culinary & Baking Tool Requirements

- 1 sturdy tool box or knife roll w/lock to hold:
- Pocket thermometer (ideally indicating both Fahrenheit and Celsius)
- 8 to 10 inch French knife
- 3 inch Paring knife
- rigid blade Boning knife
- Sharpening steel
- 10 inch Serrated knife
- 8 inch Palette knife
- Swivel vegetable peeler
- Set of stainless steel measuring spoons
- Set of stainless steel measuring cups
- 16 inch rubber spatula (heat resistant)
- 9 inch rubber spatula (heat resistant)
- Plastic scraper
- Metal dough cutter
- 16 inch piping bag (waxed)
- 3 star tips (S-M-L)
- 3 plain tips (S-M-L)
- 1.5 inch Pastry brush
- 10 plastic containers (2-4 cup volume, can be a disposable Tupperware/Gladware/Ziplock-type)
- 1 portable scale (small enough to fit into your tool box)
- 4 inch offset palette knife
- 10 inch offset palette knife
- Microplane (medium grate)
- Cork Screw
- Crummer

Note: Professional quality tools are the only types of tools acceptable in labs. **Do not bring any type of household knives or equipment.** Your instructor will review your items in the first week of classes for the correct quality.

Suggested suppliers:

Williams Food Equipment, (519) 969-1919, 2150 Ambassador Dr. Windsor (off Huron Line)

Mister Safety Shoes, 4265 Tecumseh Rd. E @ Bernard, Windsor

Work Authority, Tecumseh & Walker or Provincial Rd, Windsor

Any other professional uniform and/or tool supplier.



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GROOMING GUIDELINES for Hospitality Labs, St. Clair College

In order to be able to participate in any of our designated hospitality labs the student must follow these guidelines - remember in many of our labs you are preparing and serving foods & beverages and are bound by health and safety regulations. Further, the labs are where professionalism counts - not just in your presentation but also in conduct, interaction, and performance. Students not following guidelines will not be allowed to participate in a lab.

Personal Hygiene

- ❑ Oral, body, hair, uniform - frequent hand-washing is encouraged.
- ❑ Do use deoderants to prevent body odors.

Nails

- ❑ Clean and short trimmed (not to extend past fingertip)
- ❑ No nail polish, no attachments (this includes any nail extensions or designs)

Jewelry

- ❑ No rings
- ❑ No wristwatches
- ❑ No bracelets
- ❑ Earrings: Plain and to be no larger than a quarter no hanging or unfastened piercings allowed
- ❑ Anything else is to be worn inside the uniform and not to be visible.

Hair

- ❑ Neat and clean.
- ❑ If your hair exceeds past the chin it must be worn up or tied back.
- ❑ No hair (bangs) is to fall past the eyebrows. Long hair, if tied back, must be contained and fall only to the back. Long hair then must be further contained (i.e. ponytails braided or secured with hair bands every few inches).
- ❑ If the hair can not be contained by the approved chef hat in kitchen labs a hair net must be worn instead.
- ❑ Existing facial hair is to be short, neat and clean. Mustaches are to be trimmed evenly at the upper lip.
- ❑ Daily clean-shaven.

Other

- ❑ No chewing of gum/candy.
- ❑ No cell phones.
- ❑ Phones are only allowed for emergency purposes (e.g. children, health reasons) and can be on vibrate only. You must notify your instructor at the beginning of the semester/each class of this possibility.
- ❑ Use unscented grooming products, do not use fragrances.
- ❑ Cosmetics: understated make-up application.



**PHYSICAL CONDITIONS AND EXPECTATIONS OF THE LABS
CULINARY MANAGEMENT (B395)**

The student should be prepared to:

1. Cope with rapid temperature changes (from a freezer temperature of -20° F to kitchen temperatures of 120° F, and vice versa).
2. Lift and carry up to 20 kg.
3. Work with very moist and humid conditions (steam and vapours).
4. Work during extremely dry and/or hot conditions.
5. Stand on concrete flooring in excess of four (4) hours.
6. Stoop and bend over several times hourly.
7. Work with soapy water and dishwashing & pot-washing chemicals.
8. Work with the psychological and physical stresses of a commercial cooking line .
9. Demonstrate good manual dexterity and be physically mobile.
10. Have good sensory awareness (i.e. taste, smell, presentations), hearing and vision (with correction).
11. Be free of open sores and wounds.
12. Work with arms at or above shoulder height.

