**Rubric for Hands On Daily Participation (page 1)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **4**  **Exceeds Expectations** | **3**  **Successful** | **2**  **Needs improvement** | **1 – 0**  **Poor** |
| **Safety**  **\_\_\_\_ x 2 = \_\_\_\_\_\_** | Always respects and follows all program, kitchen, knife and school safety rules.  Anticipates unsafe situations and takes appropriate steps keep themselves and others safe. | Always respects and follows all program, kitchen, knife and school safety rules.  Notices unsafe situations and takes appropriate steps keep themselves and others safe. | -------- | Does not respect and follow all program, kitchen, knife and school safety rules.  Does not notice or ignores unsafe situations, takes no action to keep others safe.  Non-compliant |
| **ServSafe**  **\_\_\_\_ x 1.5 = \_\_\_\_\_\_** | Always respects and follows all ServSafe procedures and guidelines.  Anticipates potential hazards to food safety and takes appropriate steps to keep food safe. | Always respects and follows all ServSafe procedures and guidelines.  Notices hazards to food safety and takes appropriate steps to keep food safe. | Usually respects and follows all ServSafe procedures and guidelines. | Does not respect and follow all ServSafe procedures and guidelines.  Non-compliant |
| **Organization of Time, Space and Materials**  (*mise en place*)  **\_\_\_\_ x 1.5 = \_\_\_\_\_\_** | Gathers all materials, set-ups work space, and plans work time without assistance.  Works efficiently, neatly, and without wasting space, time or materials without assistance.  Returns all materials, tools and equipment as soon as finished without prompting.  Initiates planning for following class/day as necessary. | Usually gathers all materials, set-ups work space, and plans work time without assistance.  Usually works efficiently, neatly, and without wasting space, time or materials without assistance.  Usually returns all materials, tools and equipment as soon as finished without prompting.  When prompted, plans for following class/day as necessary. | Gathers all materials, set-ups work space, and plans work time with some assistance.  Sometimes works efficiently, neatly, and without wasting space, time or materials without assistance.  Sometimes returns all materials, tools and equipment as soon as finished without prompting.  Aware of plans for following class/day as necessary. | Unable to gather all materials, set-up work space, and plan work time without major assistance.  Unable to work efficiently, neatly, and without wasting space, time or materials without major assistance.  Does not return all materials, tools and equipment as soon as finished without prompting.  Unaware of plans for following class/day.  Non-compliant |

**Rubric for Hands On Daily Participation (page 2)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **4**  **Excellent** | **3**  **Good** | **2**  **Fair** | **1 – 0**  **Poor** |
| **Directions, Instructions and Procedures**  (Classroom, Kitchen, Lab, Bistro, CTC)  **\_\_\_ x 2 = \_\_\_\_\_** | Reads/listens to directions. Seeks needed clarifications and provides assistance to others as appropriate.  Always follows directions, instructions & procedures (both written and verbal) to the letter.  Guides/teaches others. | Reads/listens to directions. Asks pertinent questions, finishes with little instructor clarification.  Follows directions, instructions & procedures (both written and verbal) accurately. | Begins without completely reading or listening to directions. Needs frequent clarification and redirection.  Follows directions, instructions & procedures (both written and verbal) with some inaccuracy. | Starts task without regard to directions or task requirements.  Does not follow directions, instructions & procedures (both written and verbal).  Major inaccuracy.  Non-compliant |
| **Use of Time and**  **Task Completion**  **\_\_\_ x 1.5 = \_\_\_\_\_** | Routinely uses time well.  Finishes tasks within industry time frame, before deadline.  Finishes task completely and accurately, no changes needed.  Finishes tasks without supervision. Always dependable.  Promptly arranges for and completes work after an absence. | Uses time fairly well, little wasted time.  Finishes tasks well, in time appropriate to skill level ,  meets deadlines.  Finishes task completely with minor inaccuracies, few changes needed.  Can be depended on to finishes tasks with little or no supervision.  Arranges for and completes work after an absence within a week of absence. | Sometimes procrastinates and wastes time.  Finishes tasks, but time required does not reflect expected skill level, sometimes misses deadlines.  Finishes task with major inaccuracies, many changes needed.  Can be depended on to finish tasks with supervision.  Arranges for and completes work within two weeks of absence. | Often procrastinates and wastes time.  Frequently does not finish tasks, often misses deadlines.  Unable to finish task or abandons task once started.  Cannot be depended upon to finish most tasks.  Does not arrange for and complete work within two weeks of absence.  Non-compliant |
| **Clean Up**  **\_\_\_ x 1.5 = \_\_\_\_\_** | Above and beyond standard.  Initiates all necessary clean up without being prompted. | Meets standard.  Involved in most aspects of cleaning without being prompted. | -------- | Not to Standard.  Involved in no aspects of cleaning without prompting.  Did not participate.  Non-compliant |

Page 1 Score \_\_\_\_\_ + Page 2 Score \_\_\_\_\_ = \_\_\_\_\_\_\_ ÷ 40 = \_\_\_\_\_\_\_\_\_ % Total Score