

Competition Brief

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| Competition title |
| Table Laying (Inclusive Skills) |
| Competition overview |
| Competitors will have 30 minutes to: Set a 'Table for two', for a main course to fit a Saint David's Day theme. The table will be a size suitable to seat 2 people (the shape of the table may be square, round or rectangular). |
| Entry criteria |
| This competition is for learners working at Entry Level 1. Competitors must be 16 years of age or over. A maximum of 2 competitors per organisation may enter. A statement of support that outlines any individual needs of the competitor within the competition must be submitted along with entry form. |
| Number by location/organisation |
| Maximum of 2 per location and 3 per organisation. |
| Brief |
| Competitors will have 30 minutes to complete this task: <ul style="list-style-type: none">• Wipe/clean table.• Polish and place cutlery (using a cloth).• Each setting to include a water glass.• Each setting to include a napkin (paper napkins will be provided)• Setting to include decoration to fit with Saint David's Day theme. |
| Infrastructure List |
| Resources provided: Table, cloth and spray to wipe table; Cutlery: 2 large knives, 2 large forks; 2 water glasses; 2 plain paper napkins; cloth and hot water for polishing cutlery; side table to hold equipment. You will need to bring: Table decoration; competitor uniform; alternative napkins if required (paper or linen); table cloth (if required). |
| Competition rules |
| Competition specific rules <ul style="list-style-type: none">• Competitors will receive a health and safety briefing at the start of the competition. |

- Competitors will start and finish work as instructed by the judges.
- Competitors must provide their own uniform and PPE. Support staff accompanying in the competition area will also be required to adhere to PPE requirements.
- Competitors will have 30 minutes to complete their task in the live competition.
- A statement of support that outlines any individual needs of the learner within the competition - i.e.: support with communication etc. will need to be completed by date to be advised.
- Competitors who arrive late for the event will not receive additional time.
- Competitors will start and finish work as instructed by the judges.
- If there is a power stoppage, breakdown of equipment or accident, the competitors must act accordingly to the instruction of the organiser.
- If during the competition a competitor feels they must leave their work (e.g.: medical reasons, toilet break), they will have the time recorded on a 'time out' sheet by a member of staff.
- No mobile telephones are allowed in the competition room.
- The judges' decision is final.
- Photographs will be taken during the event that may be used for marketing/publicity purposes – if the competitor / support staff cannot have their photo taken it is the responsibility of the college entering the competition to notify the organisers beforehand and at the event.
- Only one member of support staff will accompany the competitor from your organisation – unless otherwise stated on the statement of support.
- Competitors must only receive agreed support that is outlined in their support statement. Support that is deemed to be outside that given in the support statement could result in the competitor being disqualified from the competition.

Generic competition rules

- Mobile phones to be switched off during competition activity.
- Listening to music via headphones is not permitted during competition activity.
- Any questions during competition activity should be addressed to the competition judging panel.
- Competitors should not communicate with other competitors during competition activity.
- It is the responsibility of each competitor to arrive on time for each competition session. No additional time will be allowed if you arrive late.

- Technical failure of your equipment should be reported immediately to the judging panel. Additional time will be allocated if the fault is beyond the control of the competitor.

Marking and assessment

Brief marking and assessment criteria:

| Criteria | Allocated marks |
|------------------------------------|-----------------|
| Correct use of equipment | 10% |
| Presentation, creativity and style | 30% |
| Setting a table | 30% |
| Personal hygiene and safety | 30% |
| Total | 100% |

Feedback and recognition

Individual and Group verbal feedback will be provided at the end of the competition. (Written feedback will not be provided)

No results or awards will be awarded on the day as marking will be quality assured.

Certificates of Participation will be issued on the day and photographs will be taken.

Medallists will be invited to a Celebration Event which will be held on 19th March 2020 at Sophia Hall, Sophia Gardens, Cardiff CF11 9XR from 12pm to 5 pm, where the First, Second and Third Awards will be presented. <https://www.sophiagardens.wales/venue/the-sophia-hall.html>

Competition Lead

Lead Contact

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Briff y Gystadleuaeth

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| Teitl y gystadleuaeth |
| Gosod Bwrdd Cynhwysol |
| Trosolwg o'r gystadleuaeth |
| Bydd cystadleuwyr yn cael 30 munud i: Gosod 'Bwrdd i Ddau' ar gyfer prif gwrs ar thema Dydd Gŵyl Dewi . Bydd y bwrdd yn addas ar gyfer 2 berson (gall y bwrdd fod yn un sgwâr, cylch neu betryal). |
| Meini prawf cystadlu |
| Mae'r gystadleuaeth hon ar gyfer dysgwyr sy'n gweithio at lefel Mynediad 1. Rhaid i'r cystadleuwyr fod yn 16 oed neu fwy. Uchafswm o 2 gystadleuydd o bob sefydliad sy'n cael cystadlu. Rhaid cynnwys datganiad o gefnogaeth sy'n amlinellu unrhyw anghenion fyddai gan y cystadleuydd o fewn y gystadleuaeth gyda phob ffurflen gystadlu. |
| Nifer fesul lleoliad/sefydliad |
| Uchafswm nifer y cystadleuwyr yn ôl lleoliad /sefydliad: Uchafswm o 2 o bob lleoliad a 3 o bob sefydliad. |
| Briff |
| Fe gaiff cystadleuwyr 30 munud i gwblhau'r dasg hon: <ul style="list-style-type: none">• Sychu / glanhau'r bwrdd.• Sgleinio a gosod y cytleri (gan ddefnyddio cadach).• Dylai pob gosodiad gynnwys gwydryn dŵr.• Dylai pob gosodiad gynnwys napcyn (darperir napcyn papur). Dylai pob gosodiad gynnwys addurn i gyd-fynd â thema Dydd Gŵyl Dewi. |
| Rhestr Seilwaith |
| Offer a ddarperir: bwrdd, cadach a chwistrell i sychu'r bwrdd; Cytleri: 2 gyllell fawr, 2 fforc fawr, 2 wydryn dŵr, 2 napcyn papur plaen; cadach a dŵr cynnes i sgleinio'r cytleri; bwrdd ar yr ochr i ddal yr offer. Mae angen i chi ddarparu: addurn bwrdd; gwisg i'r cystadleuydd, napcynau gwahanol os dymunir hynny (papur neu ddefnydd); lliain bwrdd (os bydd angen). |

Rheolau'r gystadleuaeth

Rheolau penodol y gystadleuaeth

- Bydd y cystadleuwyr yn cael briff iechyd a diogelwch ar ddechrau'r gystadleuaeth.
- Bydd y cystadleuwyr yn cychwyn a gorffen y gwaith yn ôl cyfarwyddiadau'r beirniaid.
- Rhaid i'r cystadleuwyr ddarparu gwisg addas a Chyfarpar Diogelu Personol. Bydd yn ofynnol i staff Cefnogi fydd yn dod gyda'r cystadleuwyr gadw at ofynion Cyfarpar Diogelu Personol yn ogystal.
- Bydd cystadleuwyr yn cael 30 munud i gwblhau'r dasg yn y gystadleuaeth.
- Rhaid cwblhau datganiad o gefnogaeth sy'n amlinellu unrhyw anghenion fyddai gan y cystadleuydd o fewn y gystadleuaeth - h.y. cefnogaeth gyda chyfathrebu ayb erbyn y dyddiad a awgrymir.
- Ni fydd cystadleuwyr sy'n cyrraedd yn hwyr yn cael amser ychwanegol.
- Os bydd toriad ar y cyflenwad trydan, offer yn torri neu ddamwain, rhaid i'r cystadleuwyr ymateb i gyfarwyddyd y trefnydd.
- Yn ystod y gystadleuaeth, os fydd unrhyw gystadleuydd angen gadael eu gweithfan (e.e. rhesymau meddygol, toiled), bydd yr amser yn cael ei gofnodi ar daflen 'amser allan' gan aelod o staff.
- Ni chaniateir ffonau symudol yn yr ystafell gystadlu.
- Mae penderfyniad y beirniad yn derfynol.
- Bydd lluniau'n cael eu tynnu'n ystod y digwyddiad ar gyfer marchnata / cyhoeddusrwydd - os na ellir tynnu llun cystadleuydd / staff cefnogi, cyfrifoldeb y coleg sy'n cyflwyno enw'r cystadleuydd yw hysbysu'r trefnwyr o flaen llaw ac yn ystod y digwyddiad.
- Un aelod o staff cefnogi o'ch sefydliad yn unig sy'n cael hebrwng y cystadleuydd os na nodir yn wahanol ar eich datganiad o gefnogaeth.
- Dim ond y gefnogaeth a amlinellir ar y datganiad o gefnogaeth gaiff ei roi i'r cystadleuydd. Gallai'r cystadleuydd gael ei wahardd o'r gystadleuaeth os teimlir bod cefnogaeth y tu hwnt i'r hyn a amlinellir yn y datganiad o gefnogaeth yn cael ei roi.

Rheolau cyffredinol y gystadleuaeth

- Dylid diffodd ffonau symudol yn ystod y gystadleuaeth.
- Ni chaniateir gwrandio ar gerddoriaeth gyda chlustffonau yn ystod y gystadleuaeth.

- Dylid cyfeirio unrhyw gwestiynau yn ystod y gystadleuaeth at y panel beirniaid.
- Ni ddylai'r cystadleuwyr gyfathrebu gyda chystadleuwyr eraill yn ystod y gystadleuaeth.
- Cyfrifoldeb pob cystadleuydd fydd cyrraedd ar amser ar gyfer pob rhan o'r gystadleuaeth. Pe baech yn cyrraedd yn hwyr, ni roddir amser ychwanegol ichi.
- Pe bai rhyw wall technegol ar eich offer, dylid rhoi gwybod i'r panel beirniaid yn syth. Bydd amser ychwanegol yn cael ei roi os bydd y gwall y tu hwnt i reolaeth y cystadleuydd.

Marcio ac asesu

Meini prawf macio ac asesu cryno:

| Meini prawf | Marciau wedi'n dyrannu |
|-------------------------------------|------------------------|
| Defnydd cywir o offer | 10% |
| Cyflwyniad, creadigrwydd ac arddull | 30% |
| Gosod y bwrdd | 30% |
| Hylendid personol a diogelwch | 30% |
| Cyfanswm | 100% |

Adborth a chydabyddiaeth

Bydd adborth llafar, yn unigol ac mewn grŵp, yn cael ei roi ar ddiwedd y gystadleuaeth. (Ni roddir adborth ysgrifenedig)

Ni fydd unrhyw ganlyniadau na gwobrau'n cael eu dyfarnu ar y diwrnod oherwydd bydd angen sicrhau ansawdd y marcio.

Bydd Tystysgrifau Cyfranogi'n cael eu dosbarthu ar y diwrnod.

Bydd enillwyr medalau'n cael eu gwahodd i Achlysur Dathlu a gynhelir ar 19 Mawrth 2020 yn Neuadd Sophia, Gerddi Sophia, Caerdydd CF11 9XR rhwng 12pm a 5pm, lle y bydd y Gwobrau Cyntaf, Ail a Thrydydd yn cael eu cyflwyno.

<https://www.sophiagardens.wales/venue/the-sophia-hall.html>

Arweinwyr y Gystadleuaeth

Prif Gyswllt

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