



Teaching Guidelines And Policies

Chef Susan's Cooking Classes
12345 Main Street
Your town, CA 97654
555-876-9345

The following guidelines and policies have been provided to ensure that each student receives the most rewarding experience possible.

- ❖ This is a professional educational experience using the latest culinary techniques, tools and utensils. Safety is our very first priority.
- ❖ The ideal size of a class is dependent on the kitchen and/or viewing area being used. We will accommodate as many students as possible so long as we do not overcrowd or deprive a student their fullest opportunity.
- ❖ The instructor may bring students to the front of the class to demonstrate or assist. This is voluntary for the student.
- ❖ The venue selected must have a working oven, broiler and a cook top stove with at least two working burners.
- ❖ The venue will provide ample clean, clear counter space with a sink nearby.
- ❖ Instructor will provide any/all food items required.
- ❖ Venue must be available to the instructor at least 90 minutes prior to the scheduled start time.
- ❖ Client/host is responsible for inquiring with students well in advance of the class concerning food allergies or any special needs/circumstances.

The above is simply a sample of what your guidelines and policies look like.

Keep this to one page - no fine print, and not overly detailed.

This sheet is made available to a potential client/host in the early stages of event discussion.