

CARNEGIE SCHOOL OF HOME ECONOMICS

EXCELLENCE THROUGH CREATIVITY

STUDENTS' GUIDE TO

PROGRAMMES & CERTIFICATIONS

An Information Book





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MESSAGE FROM THE PRINCIPAL

MRS. SHARMAINE MARSHALL

It gives me great pleasure to welcome you to the Carnegie School of Home Economics. We have already stepped into the era of learning, and we fully understand that the change is the only constant.



We believe in the philosophy of learning, unlearning, and relearning. This philosophy inspires us to reinvent and innovate to be relevant to keep pace with the ever-evolving Hospitality and other related Industries.

We at CSHE firmly believe that education plays a vital role in the overall improvement of society. The role of education is not limited to giving and grasping knowledge and theory. Our motto "Skill is Wealth" confirms that CSHE not only focuses on the theoretical and practical curriculum but also help in the development of a student character, extra-curricular activities and overall perspective.

The objective of training at CSHE is associated with employment as it ensures a positive attitude to see the world of work from a better standpoint and to analyse, define and apply an individual's idea in a constructive advancement of society.

I firmly believe that CSHE is more than just a place to learn. Pursuing studies at CSHE gives students a chance to grow by equipping with everything they need to achieve excellence. At CSHE, we ensure students are given the best start to their future career.

"Skill is wealth". Each individual will achieve as they uniquely connect their efforts in their attendance, punctuality, meeting deadlines and giving their best.

I wish all the students a grand success in their career and prosperity in their future life. Thank you for choosing the Carnegie School of Home Economics as your institution for your career development!

Stay Safe!

A handwritten signature in black ink that reads "Sharmaine Marshall". The signature is written in a cursive, flowing style.

Sharmaine Marshall, MS., BEd., CDHT
Principal (ag)

MESSAGE FROM THE BOARD CHAIRMAN,

MS. PATRICIA DAVID

With a current enrollment of some three thousand (fulltime and part-time) students, the Carnegie School of Home Economics has certified more than twenty thousand students who have advanced to successful careers locally, regionally and internationally.

This institution is also a significant contributor to business and industry. The institution aims to provide a place for learning, creativity and research of a required standard and to secure the advancement of knowledge and diffusion and extension of arts, sciences and learning throughout Guyana. This booklet will provide you with all the information you need in your choice or area of specialization.

Regards,

A handwritten signature in black ink that reads "Patricia David". The script is elegant and cursive, with the first letters of "Patricia" and "David" being significantly larger and more decorative.

Patricia David, MS
Board Chairman





ABOUT CARNEGIE

The Carnegie School of Home Economics (CSHE) is at an important juncture in the history of the school. It is with great anticipation that we embrace the major upgrade of the programmes offered and future development of the institution.

Formerly known as the Carnegie Trade School, the CSHE was founded on a grant by the Carnegie Trustee in 1933. The First Principal, Ms. Beatrix Briant, was entrusted with the task of establishing the school. Thanks to her careful management and zeal, the Government assumed full responsibility for the school in 1937.

During this time, a trading section was developed. This section produced custom made ladies' garments and uniforms for government messengers. Large scale catering was also undertaken on request.

In 1958, the school was renamed the Carnegie School of Home Economics. The curriculum, then, was aimed at improving the skills and attitudes essential for a good family and community life. Women were trained to fill roles as domestic helpers overseas and many of our graduates migrated to Canada and other countries. Some were sent as domestic helpers to Guyanese ambassador on their postings in this period.

In the 1960s training of Teachers in Home Economics was conducted at the school.

In 1971, a separate catering section was established to give more specialised training in Food Preparation and Service. Consequently, the public was offered economic and attractive meals of high standards in a delightful atmosphere.



During the period 1988 to 1990, financial and technical assistance were given by the Association of Canadian Community Colleges and the International Development Agency to enhance the Catering Programme. In the year 2000, the General Cosmetology Programme and the Garment Construction Programme were developed with the help of the Social Impact Amelioration Project.

Our objective is to offer services that continuously improves the lives of individuals and families. The programmes and services that are offered are continually upgraded and as we embrace our achievements, we anticipate new programmes to meet the ever-increasing demands of the Tourism & Hospitality and other related Industries. With this vision comes rebranding, retooling and expansion. Hence, in spite of the adversity of COVID 19, we remain committed to our primary goals of delivering high standards in teaching/learning for our full time programmes and Part-time CareGivers programme.

We do anticipate the recommencing of the other part-time courses when it is safe to do so.





ABOUT US

OUR PHILOSOPHY

We believe that training and developing positive attitudes in Home Economics and Hospitality sector will contribute to a better quality of life for the Guyanese society.

OUR VISION

Carnegie is the leading Institution and authentic voice, providing quality training in Home Economics and Hospitality in Guyana and is seen as the place of world class service in the preparation for employment.

CORE VALUES

- Etiquette - Attitude, Respect, Confidentiality & Impartiality
- Discipline - Appropriate Dress, Punctuality & Sanitation
- Service - Commitment to Enhancing the Quality of Life for the Community
- Creativity - Capturing, Nurturing & Development of Skills
- Quality - Adherence to National & International Standards

OUR MISSION

Carnegie is in the business of creating, providing and developing international quality and excellence in the area of Home Economics and Hospitality Services through education, training, information sharing, collaboration and networkng.

OUR MOTTO

Excellence Through Creativity



STAFF – MEET THE TEAM

At the CSHE, we believe that your business is our business and that if you succeed, we succeed. This philosophy is at the center of everything we do. It is why we work hard to deliver the highest quality products and services on time. This is also why we strive to provide all our customers with first-class service each day.

We love what we do. There is no greater satisfaction than delivering service that helps our clients reach their goals and objectives. It is an exciting and rewarding experience. If there is one thing we have learnt over the years, it is that no amount of technology can replace the human touch. This is why we have a qualified and experienced team who share our philosophy.

The Carnegie's Team is comprised of our Principal, Vice Principal, Academic Staff and Support Staff. We are diversely skilled professionals who continually apply ourselves to learn and evolve so that we may help you conquer each new challenge on the road to success. Every person on our staff is committed to providing you with the best possible customer service.



Carnegie School of Home Economics Staff



CARNEGIE SCHOOL OF HOME ECONOMICS
**DIPLOMA IN CATERING &
HOSPITALITY**



CARNEGIE SCHOOL OF HOME ECONOMICS

DIPLOMA IN CATERING & HOSPITALITY

General Information:

Duration: Two years

Days: Monday – Friday

Time: 08:00 hours - 17:00 hours

Certification: Diploma in Catering and Hospitality

Entry Requirements:

- A sound secondary education. Four CXC subjects, including Food and Nutrition, would be an asset.
- Two recent passport sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 18 years or older. Applicant must attain the age of 18 before August 31 of the academic year he/she is applying to gain entry.
- Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
- A mature student is someone who will be aged 28 years or over at the start of their course.
- As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.

Programme Description

The first year of Diploma in Catering and Hospitality offers training in the technical, professional and skills necessary to secure career-ladder jobs in the culinary industry through the termly intensive Culinary Training Programme.

The CSHE first-year programme offers 15 subjects, inclusive of its three core subjects, across three terms (see below). During this period of training, students will develop professional skills which will prepare them for bulk production.

In their second year, students learn uncompromising hospitality. Hands-on experiences from facilitating exceptional events, menu development, and guest service, students will master the latest industry standards through comprehensive training in all aspects of culinary arts. Students will be exposed to the full-time, hands-on bulk production and the preparation of meals for the Hibiscus Training Restaurant through the introduction of the new a la carte menu.

The mandatory Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment. Work attachment placement follows two sets of 3 months (300 hours) of in-house intensive learning and training and three months (300 hours) of industrial attachment.



Core Subjects

Food and Beverage Service: Students will develop the applied knowledge and skills required to work as a professional team member in a full service, licensed restaurant operation. Various food and beverage service techniques and effective customer service skills and attitudes will be developed and practiced.

Bake Shop/Garde Manger: preparation of appetizers, hors d' oeuvres, salads, desserts and all baked goods products, e.g. cakes, bread and pastries.

Hot Meats Preparation: preparation of soups, sauces, meats and starches, e.g. rice dishes.

Support Subjects

- Catering Mathematics
- Language and Communication
- Customer Care
- Food and Nutrition
- Food Science
- Food Safety and Hygiene
- Food and Beverage Cost Control
- Marketing
- Entrepreneurial Studies
- Event Planning
- Introduction to Hospitality
- Management
- Introduction to Tourism and Hospitality.

Medical Requirement: All students MUST have a valid Food Handlers' Certificate.

Career Paths: Cook, Pastry Maker, Sauce Maker, Waiter/Waitress, Receptionist, Front Desk Operator, Front Desk Manager, Pastry Chef, Caterer, Sous Chef, Executive Chef, Food and Beverage Manager





CARNEGIE SCHOOL OF HOME ECONOMICS
DIPLOMA IN NUTRITION
FOR DIETARY TECHNICIAN





CARNEGIE SCHOOL OF HOME ECONOMICS

DIPLOMA IN NUTRITION FOR DIETARY TECHNICIAN

General Information:

Duration: Two years

Days: Monday – Friday

Time: 09:00 hours – 15:00 hours

Certification: Diploma in Nutrition for Dietary Technician

Entry Requirements:

- Four CXC subjects, Grades 1-4 including Food and Nutrition, Mathematics, English Language and a science subject (Chemistry, Biology, Integrated Science or Human and Social Biology)
- Successful completion of the First year Household Management Programme or CVQ Level One in Commercial Food Preparation.
- Two recent passport sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 18 years or older. Applicant must attain the age of 18 before August 31 of the academic year he/she is applying to gain entry.
- Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
- A mature student is someone who will be aged 28 years or over at the start of their course. As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences..

Programme Description

This programme was introduced into our curriculum to fulfil the need for more trained Dietary and Nutrition professionals. Students upon successful completion of this programme will work along with Registered Dietitian to plan, prepare and serve meals to patients with specific Dietary and Nutritional needs (Dr Karen Cummings, Minister within the Ministry of Public Health, 2018)

Dietary Technicians can work in a variety of settings, such as Hospitals, Assisted Living Facilities, Schools, Geriatric Homes, Childcare Centre, Health & Sports Clubs, to name a few. Working with people of all ages, nutrition assisted design meal plans and educate clients on proper nutrition. They may work independently or under the supervision of a Registered Dietitian, Nutritionist or Registered Nurse.

Students spend the first three semesters mastering the concepts related to the programme. In the last semester, mandatory three month work attachment exposes them to hands-on experience before entering the work of work.



Core Subjects

Food Safety and Hygiene Nutrition | Nutrition for the Life Cycle | Food Preparation 1& 2 | Food, Animal and Raw Materials | General Chemistry | Food Science | Meal Management & Catering | Community Nutrition Microbiology | Anatomy & Physiology | Plants, Animals and Raw Materials | Food Science

Support Subjects

- Culinary Maths
- Language and Communication
- Small Business Entrepreneurial
- Health and Fitness
- First Aid
- Community Studies
- Research Methods
- Information Technology

Career Paths: Clinical Dietetics, Food and Nutrition Manager, Public Health Nutrition, Education and Research, Consultant.

Medical Requirement: All students MUST have a valid Food Handlers' Certificate





CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN
COMMERCIAL FOOD
PREPARATION**



CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN COMMERCIAL FOOD PREPARATION

General Information:

Duration: Two years

Days: Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management - Commercial Food Preparation

Entry Requirements:

- Applicant should have completed the Basic Secondary School programme or successfully completed SCCP examinations in the relevant courses.
- Two recent passport sized photographs
- One recent recommendation the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.

Programme Description

With an emphasis on occupational health and safety standards and practices, this programme will teach students safe and sanitary procedures for maintaining a healthy environment as well as to safely produce a variety of flour-based products, stocks, soups, sauces, meat, poultry dishes, fish dishes, rice and pasta dishes, appetizers and salads, breakfast items and desserts.

Students will plan and prepare delectable meals for different occasions, showing an understanding of the fundamentals of nutrition and the importance of a balanced diet, following recipes using the stipulated weights, measures and procedures. Additionally, the course will allow students to explore new and emerging trends in culinary arts. Students are sent on a mandatory 3 month work attachment to related industries.

Medical Requirement: All students MUST have a valid Food Handlers' Certificate





Core Subjects

- Commercial Food Preparation

Support Subjects

- Visual Arts
- Community Studies
- Language and Communication
- Business Maths
- Entrepreneurial Studies

Career Paths:

Cooks, Food and Beverage Serving and Related Workers, Food Preparation Workers, Catering Manager, Baker.. Cook, Pastry Maker, Sauce Maker, Waiter/Waitress, Receptionist, Front Desk Operator, Front Desk Manager, Pastry Chef, Caterer, Sous Chef, Executive Chef, Food and Beverage Manager

CARNEGIE SCHOOL OF HOME ECONOMICS



CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN GENERAL
COSMETOLOGY**





CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN GENERAL COSMETOLOGY

General Information:

Duration: One Year

Days: Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in General Cosmetology

Entry Requirements:

- Applicant should have completed the basic secondary school programme or completed SCCP examinations in the relevant courses.
- Two recent passport sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry..

Programme Description

The Cosmetology Course includes the fundamentals of hair, facials, and nails. The course includes instruction in all safety and sanitary measures related to patron protection, job training, ethics and self-assurance. The General Cosmetology programme consists of all aspects of the beauty culture. Students will learn manicures, pedicures, facials, makeup and chemical services.

With a gradual progression from mannequins to clients, the programme builds both confidence and technical ability.

The General Cosmetology programme is designed to train the student by instilling a sense of professionalism. It will prepare students to enter the field of Cosmetology as an entry-level designer, colorist, or permist and will have the tools necessary to expand into the area of salon owner/manager, or platform artist.

Upon completion of the course requirements, determined graduates will be able to project an attitude of poise, professionalism and self-confidence; would have learned how to communicate effectively and interact appropriately with colleagues, supervisors and clients. The graduate will understand the need to deliver excellent service in an employment environment and acquire the ability to perform the skills necessary to practice cosmetology as a professional and to apply their academic learning and technical information to assure good judgments, decisions and procedures.

To ensure continued career success, the graduate will continue to learn new and current information related to skills, trends, and methods for career development in cosmetology and related fields. The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.



Core Subjects

- Body Massage
- General Cosmetology (Hair, Skin and Nail Care)

Support Subjects

- Entrepreneurial Studies
- Visual Arts
- Language and Communication
- Business Mathematics
- Community Studies

Career Paths:

Cosmetologist, Cosmetology Instructor, Aesthetician, Hair Braider, Makeup Artist, Nail Technician/Manicurist, Salon Manager.



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WANTED 2017

MANAGEMENT

- Salon Owner
- Spa Manager
- Manufacturer
- Distributor
- Buyer

COMMUNICATION

- TV Host/Hostess
- Beauty Editor
- Art Director
- Advertising

S.H.E.
is Wealth



CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN GARMENT
MAKING LEVEL 1**





CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN GARMENT

MAKING LEVEL 1

General Information:

Duration: One year

Days: Monday - Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management –
Garment Making Level 2

Entry Requirements:

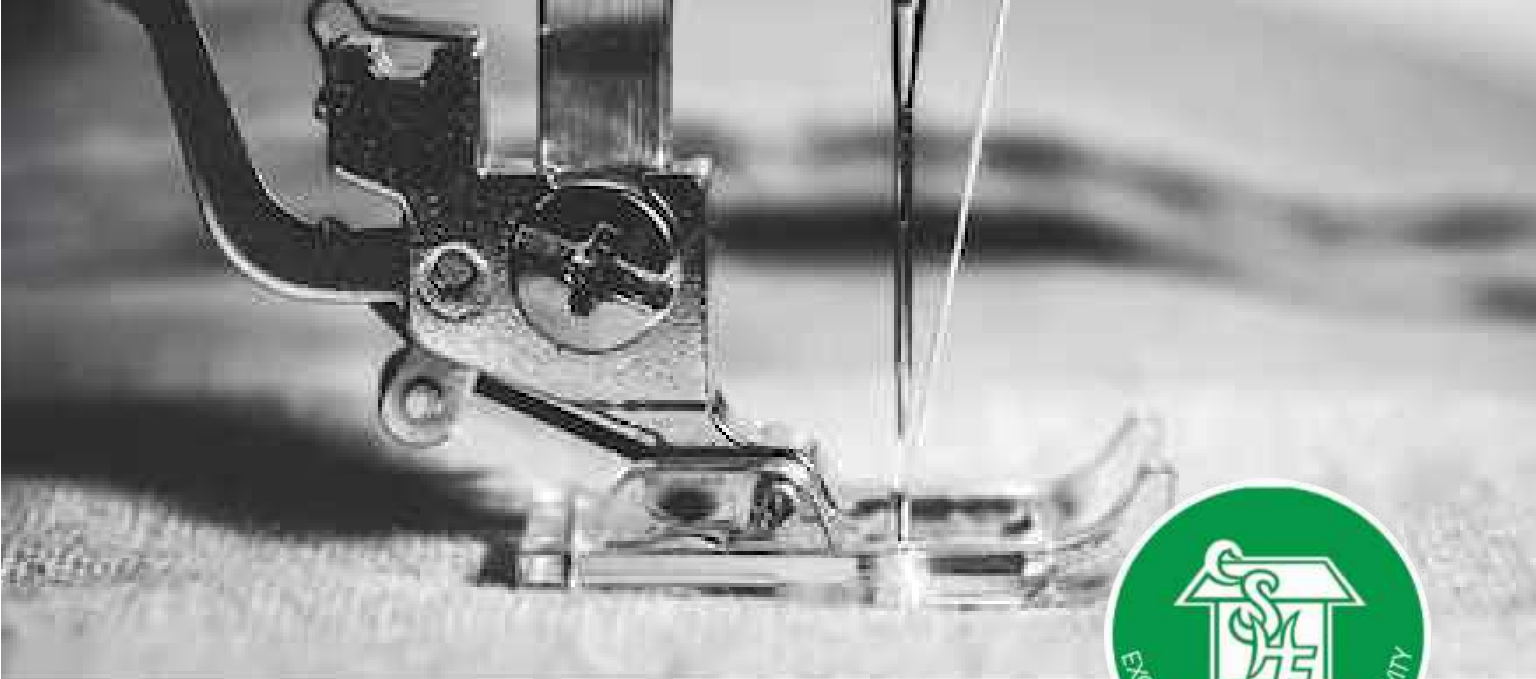
- Applicant should have completed the Basic Secondary School programme or completed SCCP examinations in the relevant courses. Clothing and Textiles at CXC is an asset. Successful completion of the First-year Household Management Programme
- Two recent passport sized photographs.
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.
- Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
- A mature student is someone who will be aged 28 years or over at the start of the course. As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.

Programme Description:

This course is geared to meet the needs of the Garment Industry. This intensive training programme teaches students to operate and use sewing equipment, tools and construction techniques. Student will be trained in the areas of designing, drafting, cutting and sewing of garments using industrial machines and equipment. Areas such as quality control, effective displaying and entrepreneurial skills are taught. The programme includes instruction and 'hands on' experience in all aspects of apparel construction.

Students will understand and solve fitting and pattern problems, learn and experiment with specialty fabrics. Graduates of this programme may be employed in the apparel industry or may choose to work for her/himself. Graduates may specialise in garment repair or custom tailoring for women's garments, such as dresses, blouses or pants.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.



Core Subjects

- Garment Making

Support Subjects

- Visual Arts
- Language and Communication
- Business Maths
- Community Studies
- Life Skills
- Entrepreneurial Studies

Career Paths:

Machine Operator, Pattern, Makers, Sales Person, Drapery Maker, Dress Maker, Tailor, Samples Maker, Fashion Illustrator, Textiles Designer, Fashion Designer, Consultant.





CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN INTERIOR
DECORATION**



CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN INTERIOR DECORATION



General Information:

Duration: One year

Days Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management - Interior Decoration

Entry Requirements:

- Applicant should have completed the Basic Secondary School Programme or completed SCCP examinations in the relevant courses.
- Successful completion of the First year Household Management Programme
- Two recent passport-sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.
- Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
- A mature student is someone who will be aged 28 years or over at the start of the course.
- As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.

Programme Description:

Anyone with an eye for good aesthetics and a passion for beautiful spaces would benefit from this Interior Decoration programme. With a specialised focus on the creation of intelligently designed living spaces, an interior decoration programme will allow students to advance their careers or get a foot in the door in this fun and creative field.

This Interior Decoration programme teaches participants how to successfully implement the basic principles of design into the homes or businesses of clients. Courses are available with focuses in commercial and residential design, giving students the option to choose their desired path. These classes provide technical direction, as well as real-world preparation for those interested in pursuing a career in interior decoration or enhancing a skill set. The programme includes instruction regarding industry demands, popular trends and furnishing options.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.



Core Subjects

- Interior Decoration
- Soft Furnishings
- Upholstery

Support Subjects

- Language & Communication
- Business Maths
- Community Studies
- Visual Arts
- Entrepreneurial Studies

Career Paths:

Interior Designer, Furniture Designer, Exhibition Designer, Product Designer, Design coordinator.





CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN
CHILDCARE MANAGEMENT
LEVEL 2**



CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN CHILDCARE

MANAGEMENT LEVEL 2

General Information:

Duration: One year

Days Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management –
Childcare Management Level 2

Entry Requirements:

- Level 1 Certificate in Childcare Management
- OR
- Successful completion of the First year Household Management Programme
 - Two recent passport-sized photographs
 - One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
 - Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.
 - Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
 - A mature student is someone who will be aged 28 years or over at the start of the course.
 - As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.



Core Subjects:

- Childcare Management Level 2
- Housekeeping Level 2
- Support

Subjects:

- Dietary Needs of a Child
- Health and Wellness
- Meal Management
- Food Safety & Hygiene
- Language and Communication
- Business Maths
- Life Skills
- Small Business Management Level 2

Career Paths: Caregiver, Manager, Nanny



Programme Description:

This programme provides a foundation for most Childcare Management. Growth stages are studied with a focus on physical, social, intellectual and emotional development. Students learn significant interaction and teaching skills by recognising developmental markers in children

Students learn how to set goals for implementing instructive programmes for children. Learning theory is covered to gain knowledge of various instructional strategies. Other course topics include designing classroom curriculum and performing student assessments.

The roles and responsibilities of child care staff are introduced in this programme. Students are given information on hiring and termination procedures. The class explores management skills and procedures, such as conducting background checks and handling staff meetings. Facility financial issues, including fees and operational costs, are discussed to assist students in running child care centres.

This programme advises students on the legal steps necessary in setting up a child care facility, such as licensing and zoning requirements. Proper nutrition and facility safety are also key topics in this programme.

Students also learn how to help young children develop healthy lifestyles. A fundamental course topic is nutrition, which can be relevant for future child care managers working at facilities that provide snacks and lunches with specific training in providing care for infants and toddlers. Students gain an appreciation for the importance of the first three years of life, and they study key developmental milestones.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment..





CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN CARE FOR
ELDERLY-LEVEL 2**



CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN CARE FOR ELDERLY- LEVEL 2

General Information:

Duration: One year

Days Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management –
Care for the Elderly Level 2

Entry Requirements:

- Level 1 Certificate in Care for the Elderly

OR

- Successful completion of the First year Household Management Programme
- Two recent passport-sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.
- Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
- A mature student is someone who will be aged 28 years or over at the start of the course.
- As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.

Programme Description:

With the increase in demand for healthcare and social services, the Care for the Elderly programme aims to equip learners with the necessary skills and knowledge to help meet these challenges for seniors.

This programme is designed to assist students with appropriate and fundamental skills, knowledge, confidence and attitude to become a professional caregiver in a home environment or in the related industry.

Care for the Elderly Level 2 programme will teach students how to interact with persons suffering from various mental and physical health conditions.

Caregivers are highly valued and in-demand professionals who make a big difference to the health organisations they work for. Hence, the student will be able to provide quality care to older persons after completion.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.



Core Subjects

- Care for the Elderly Level 2
- Housekeeping Level 2

Support Subjects

- Dietary Needs of the Elderly
- Health and Wellness
- Meal Management
- Food Safety & Hygiene
- Language and Communication
- Business Maths
- Life Skills
- Small Business Management Level 2

Career Paths:

Caregiver, Home Health Aide





CARNEGIE SCHOOL OF HOME ECONOMICS
**CERTIFICATE IN
HOUSEKEEPING LEVEL 2**



CERTIFICATE IN HOUSEKEEPING LEVEL 2

General Information:

Duration: One year

Days Monday – Friday

Time: 09:00 hours - 15:00 hours

Certification: Certificate in Household Management
- Housekeeping Level 2

Entry Requirements:

- Level 1 Certificate in Housekeeping
- OR
- Successful completion of the First year Household Management Programme
 - Two recent passport-sized photographs
 - One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
 - Applicant must be 17 years or older. Applicant must attain the age of 17 before August 31 of the academic year he/she is applying to gain entry.
 - Persons who are 28 years and older are considered mature applicants. If a mature applicant does not have traditional qualifications, the institution will consider the relevant experience as well as their educational background.
 - A mature student is someone who will be aged 28 years or over at the start of the course.
 - As a mature student, your application is guaranteed to be given additional consideration, relating to your relevant academic, professional and life experiences.

Programme Description:

Housekeeping is a skill that is often understated. There is a marked difference between a cleaner and a Housekeeper. At CSHE, we teach the very art of housekeeping, tailored to suit the needed of Private households and the Hospitality Industry.

Students are trained in a hands-on environment to the very highest standard of keeping house, so the eye for detail and excellence is continually in place.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.





Core Subjects

- Housekeeping Level 2
- Laundry Work

Support Subjects

- Visual Arts
- Language and Communication
- Business Maths
- Community Studies
- Life Skills
- Entrepreneurial Studies

Career Paths:

Housekeeping Attendant, Room Attendant





CARNEGIE SCHOOL OF HOME ECONOMICS

CERTIFICATE IN HOUSEHOLD MANAGEMENT



CERTIFICATE IN HOUSEHOLD MANAGEMENT

General Information:

Duration: One year

Days Monday – Friday

Time: 09:00 hours - 17:00 hours

Certification: Certificate in Household Management

Entry Requirements:

- Applicant should have completed the Basic Secondary School programme or completed SCCP examinations in the relevant courses.
- Two recent passport sized photographs
- One recent recommendation from the Principal of the last school you attended, a Justice of Peace or Clergyman.
- Applicant must be 16 years or older. Applicant must attain the age of 16 before August 31 of the academic year he/she is applying to gain entry.

Programme Description:

CSHE Household Management Certificate is a unique and innovative programme which helps students re-discover the value and impact of the home and family. The course focuses on creating happy, peaceful and fulfilled homes; places where each family member feels comfortable and a sense of belonging. The programme aims to channel both the practical and philosophical aspects of managing a home..

The practical component includes maintenance, cooking and cleaning. The philosophical delves into the appreciation of beauty, creating an atmosphere for celebrations, fostering authentic relationships and family traditions.

The significance of this course lies at the core of the school's ethos. We believe that those providing this care are not just undertaking a series of material tasks, which may seem insurmountable at times. Instead, they are affirming human dignity, humanising society and shaping culture.

This programme equips students to recognise the difference between housekeeping and homemaking. Students will learn home management and life skills through daily activities, and weekly projects, and will demonstrate skills such as completing laundry, developing a household chores schedule, setting up and maintaining household equipment and tools, and identifying standard daily, weekly, monthly and yearly home maintenance routines.

The mandatory three month Industry exposure provides the student with valuable 'hands-on' involvement in the industry working environment.

Domains include Home Living, Money Management, and Health and Safety.

Skill sets within the Home Living Domain include eating and food preparation, household maintenance, and outdoor maintenance.

Skill sets within the Money Management Domain include: counting money, banking and credit, budgeting and paying bills.

Skill sets within the Health and Safety Domain include physical fitness, healthy habits, personal safety, and community safety.

Core Subjects

- Food, Nutrition & Health
- Textiles, Clothing and Fashion
- Home Economics Management
- Housekeeping Level 1
- Childcare Management Level 1
- Care for the Elderly Level 1
- Introduction to Commercial Food Preparation
- Introduction to Garment Making

Support Subjects

- Language and Communication
- Business Maths
- Entrepreneurial Studies
- Visual Arts
- Community Studies
- Life Skills

Career Paths:

Home Maker Assistant, Baby Sitter, Day Care Assistant, House Keeper, Nurse Aide/Elderly, Youth Counsellor, Child Guidance Counsellor, Horticulturist, Home Economist, Home Economics Consultant, Care - Giver.

In the second year, students can specialize in one of the following areas:

- Commercial Food Preparation
- Garment Making Level 2
- Interior Decoration
- Housekeeping Level 2
- Childcare Management Level 2
- Care for the Elderly Level 2
- Nutrition for Dietary Technicians





CARNEGIE SCHOOL OF HOME ECONOMICS

**EVENING CLASSES
PROGRAMME**





CARNEGIE SCHOOL OF HOME ECONOMICS

EVENING CLASSES PROGRAMME

Duration: 10 Weeks (one day per week from 17:00 hours to 19:00 hours. A total of 20 hrs.

Household Management Courses: 2 days per week/ 12 weeks/3 hours per session. Students are also required to complete five days/40 hours of work attachment at the related industries—a total of 112 hours per course.

COURSES OFFERED:

Garment Making

Tailoring 1
 Tailoring 11
 Tailoring 111
 Dressmaking 1
 Intermediate Dressmaking 11
 Advanced Dressmaking 11

Culinary Courses

Elementary Cookery
 Advanced Cookery
 Elementary Cakes & Pastries
 Advanced Cakes & Pastries
 Cake Decoration

Visual Arts

Fabric Decoration
 Crochet & Macramé
 Floral Arrangement
 Bridal Accessories
 Fabric Decoration

Household Management

Care for the Elderly Levels 1 & 2
 Housekeeping Levels 1 & 2

NOTE: Persons who are desirous of registering for Advanced Courses MUST submit their original Elementary Certificate in order to be qualified for the related Advanced Course.



EVENING CLASS OF CSHE -2019



Ad HOC PROGRAMMES

CSHE provides tailored training for organisations to their specific needs. Training is customized for groups or organisations unique requirements. Examples of a range of customised courses include but not limited to:

- Housekeeping for the Office Etiquette and Table Manners
- Food Service Supervision
- Waiter /Waitress Service
- Bar tending
- Other programmes requested by organisations

CERTIFICATION

Upon completion of any of the courses offered by the CSHE, students will receive a certificate to be used as recognition of professional training in that field.

APPLICATION/REGISTRATION PROCESS

1. Application forms are available at our General Office.
2. The processing of applications and registration is conducted three times per year. The public is made aware of these dates, once set, via social media, by contacting the school via telephone or in-person.





CARNEGIE SCHOOL OF HOME ECONOMICS
**RESTAURANT & CATERING
SERVICES**



CARNEGIE SCHOOL OF HOME ECONOMICS

RESTAURANT & CATERING SERVICES

The Hibiscus Training Restaurant serves freshly prepared foods with flavourful, colourful ingredients of the Caribbean. Located inside the main building of CSHE, the Hibiscus Cuisine is genuine and authentic.

Caribbean food is generously seasoned with distinct spices. Fresh meat and seafood are what embodies the appeal of this unique cuisine. Popular desserts include Rum Flavoured bread pudding, traditional Guyanese Black Cake and Cheesecakes. The Hibiscus Training Restaurant cuisine has been influenced by cultures from Africa, British, French, Spanish, Indian and the Chinese.

It is a great honour to extend an invitation to you, your family, friends, colleagues and associates to experience our restaurant service. Your patronage will significantly assist our students to practice and gain mastery of skills needed in their field of study.

Days: Tuesdays, Wednesdays, Thursdays and Fridays

Time: 12:30 hours to 14:00 hours

Location: Carnegie's Hibiscus Training Restaurant
Carnegie School of Home Economics.
Durban and High Streets.
Werk- en- Rust. Georgetown

We also offer small and large scale catering for various events and occasions. We take every precaution in preparing foods under the strictest hygienic conditions.

For further information and reservation, call us on telephone numbers **592 223 8100** or **592 226 2441**.

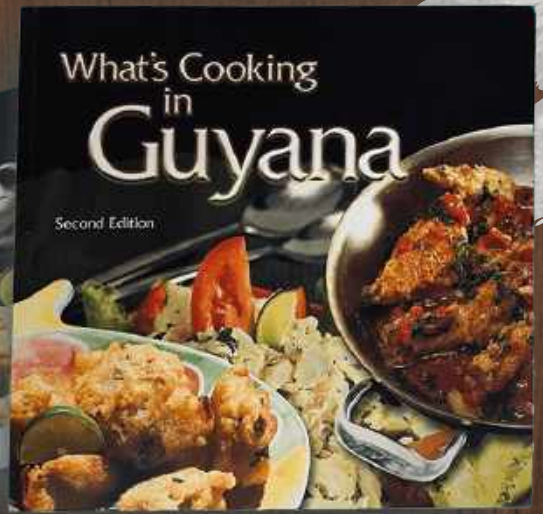
Payments are accepted by cash or cheque. Cheques should be made payable to the Carnegie School of Home Economics.

WHAT'S COOKING IN

GUYANA



Pineapple &
Chicken Salad





The What's Cooking in Guyana is a bestseller with over 30000 copies sold worldwide. The first edition of the book was published in 1973 and it was a collaborative effort between the Carnegie School of Home Economics and Ministry of National Development and Agriculture.

This project aimed to showcase the agricultural products of Guyana while utilising the skills of the Home Economists to prepare local dishes thus, the use of cassava and the experimentation of different cassava products were highlighted.

The 4th Edition of was produced 1994 to collaborate with the Diamond jubilee. Mr and Mrs Ovid Holder Universal Book store and the then Principal, Mrs. Roxanne Benjamin-Hoppie initiated this venture.

Special mention must be made to

- Past Deputy Principal, Ms. Norma Washington
- Past lecturers, Ms. June Williams and Ms. Mary Savory, initiated a recipe competition among the Catering & Hospitality Students.
- Guyana Refrigerator Limited who contributed to the section on freezing and the several recipes that are highlighted in the recipe book.
- Ms. Bibi Rabbia for Indian Dishes
- Ms. Gwennette Kellman, Ms. Aulene Killikelly – Farine Recipes
- Ms. Rhonda Crawford - proofreader

Reprints of the book were done in 2004 to mark the institution's 70th anniversary of CSHE.

The book "What's Cooking in Guyana" is one of the many great success stories of the Carnegie School of Home Economics. Each edition was modified to enrich the product offered. Each recipe was tested in our labs and are proven authentic and delicious as they are prepared and served to our guest in the Hibiscus Training Restaurant and to clients from the catering service we offer. The current edition adds recipes formulated by our Catering Department, Indigenous Dishes and well known Indo Guyanese dishes.

We are confident that when you use the What's Cooking in Guyana to prepare meals, you will experience a unique and enjoyable culinary experience of Guyanese Cuisine.

Copies of the book can be bought at the Carnegie School of Home Economics, 211 Durban & High Streets, Werk-en-Rust, Georgetown

For further information, please call 223-8100/226-2441. Our staff are there to assist.



CARNEGIE SCHOOL OF HOME ECONOMICS

Motto: Excellence Through Creativity

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