

# Lawrence County Career and Technical Center

750 Phelps Way  
New Castle, PA 16101



Dear Students and Parents,

Welcome to the LCCTC Restaurant Trades class for the 2023-2024 academic year! I am thrilled to be your Culinary Instructor here at the CTC. My name is Jennifer Price, and I am proud to say that I am an alumnus of the LCCTC RT program. With 17 years of working experience in the culinary industry, I have had the privilege of honing my skills in various settings such as bakeries, coffee shops, upscale restaurants, and even managing my own business during the summer months.

I am truly excited about the year ahead as we embark on a journey of discovering the art and joy of food and cooking. My dedication to culinary education runs deep, and it is my goal to inspire and empower each student in their pursuit of a career in the culinary industry. Throughout the course, I will foster creativity, provide motivation, and impart the necessary skills and knowledge to succeed in this field.

To maintain a professional learning environment, it is important for students to wear the appropriate uniform attire. This includes black chef pants/scrubs and a shop shirt (black), which can be conveniently purchased here at the CTC. If you have any questions or require further information, please do not hesitate to reach out to me. I am available at 724-658-3583 Ext. 8121 or via email at [jprice@lcv.tec.pa.us](mailto:jprice@lcv.tec.pa.us).

I am eagerly looking forward to meeting each and every one of you at the upcoming open house. Let's make this a memorable and rewarding year together!

Warm regards,

Jennifer Price  
Culinary Instructor

*Sincerely,  
Jennifer Price*

*Restaurant Trades Instructor  
Lawrence County Career and Technical Center*

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

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*Down below are the Dress Code requirements for all Students in Restaurant Trades, if there are any comments or concerns please contact me ASAP!*



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## *UNIFORM POLICY*

Students must be in full uniform including hat, shirt, pants and shoes by **Tuesday, September 6, 2015 (if you are in group A) Monday, September 12 (if you are in group B)**. The student will be required to be in full uniform before entering the shop and will stay in full uniform until their last period of their shop class. There will be no exceptions.

### Uniform Standards are as Follows:

1. Black closed toed shoes with non-skid soles with black shoe laces. (can be purchased at Wal-Mart)
2. Black, white or red Chefs Jackets can be purchased online at Amazon.com (cost anywhere from \$10-\$20 each)
3. Solid black or other approved chef's pants. (Example: Dickies)
4. Pants must be fitted. Drooping or dragging pants are not acceptable due to safety concerns.
5. LCCTC Black work t-shirts are \$5 each(same as last years) we will wear these on field trips and days we are not cooking in class)-
6. White Chef's Hat.
7. Clean black, white, grey, or gold button front polo shirts will be accepted for Table Service when assigned to that station. This shirt must be tucked into your black pants with a belt.
8. If you think you would be interested in working functions after school such as the Holiday Dance or Senior Banquet it would probably be in your best interest to purchase at least 1 White Chef Coat
  - a. The Chef Jackets can be Short, 3/4 length or Long sleeved (They Can be purchased at Unique Uniforms, Wilmington Road, New Castle, online at [www.uniformsusa.com](http://www.uniformsusa.com), or wherever they carry Chef Jackets. (Example: on line Uniforms USA, Happy Chef, Amazon etc.)
9. For safety and sanitary reasons, no jewelry will be permitted. This will include, but not limited to: rings, bracelets, necklaces, and any facial piercing. Also no artificial nails or long natural nails will be permitted.
10. Students must follow high standards of personal hygiene:
  - a. Daily shower or bath.
  - b. Clean hair.
  - c. Hair must be pulled back at all times and under chef's hat so that no hair is visible.
  - d. Fingernail polish and fake nails are unacceptable.
  - e. **Due to safety and sanitation reasons, there will be no facial piercings.**

Due to the irregular scheduling of our shop, students will be required to have **full uniform on consisting of chef hat, chefs jacket, pants and shoes in theory room**. There will be no clothing changes between class periods or in the classroom, shop, and bathroom. No clothing will be kept in the shop or classroom area. This is a daily work ethic grade and is part of the final grade for the marking periods. Uniforms must be cleaned and pressed daily. No exceptions.

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I have read the welcome letter and uniform policy and agree with what is written and understand I must have a uniform by date mentioned above and will accept the consequences if I do not have a uniform.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please have student return this sign off sheet with them first day of school. Please keep first two pages for a reference for yourself.  
Thank you.