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Qualification Specification

Highfield Level 1 International Award in Food Safety

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Highfield Level 1 International Award in Food Safety

Introduction

This specification is designed to outline all you need to know to offer this qualification at your centre. If you have any further questions, please contact your centre manager

Key facts

Guided learning hours (GLH):	4 hours
Assessment method:	Multiple-choice examination

Qualification overview and objective

The objective of this qualification is to prepare learners for employment in a food business, or to support a current position within a low-risk role, where there is an element of food handling. This could include waiting staff, health care workers, kitchen porters and stock/store room staff.

Learners gaining this qualification will know that food safety is the responsibility of everyone involved in the storage, preparation, processing, packing and handling of food.

Important Note: Highfield recommends that you contact the relevant Government Department in the country that you want to deliver this qualification, to ensure that local laws are being adhered to and that there are no additional approval requirements. It may be that you are required to register as a training provider within the country itself. Highfield approves centres based on its own criteria but does not represent any other organisations or departments.

Entry requirements

Centres are responsible for ensuring learners can meet the necessary standard of language in which the course is being delivered.

Guidance on delivery

The recommended guided learner hours for this qualification is 4 hours. Guided learning hours is the time an average learner is taught by means of lectures; tutorials; supervised study; and blended learning. The delivery of this programme may be adjusted in accordance with learners' needs and/or local circumstance.

Guidance on assessment

The qualification is assessed by a multiple-choice question examination. This method of assessment is an end of course exam and must follow the Highfield Security and Invigilation Guidelines.

This examination contains **15** questions that must be completed within **30** minutes. Successful learners must achieve a minimum pass mark of **9** correct answers (60%). Learners who achieve **12** or above correct answers (80%) will be awarded a distinction.

Tutor requirements

Highfield recommends that nominated tutors hold a qualification in the relevant subject area and have a teaching qualification or teaching experience

Suitable teaching qualifications include:

- Highfield Level 3 International Award in Delivering Training;
- Level 3 or 4 Award in Education and Training;
- Diploma or Certificate or Degree in Education;
- Proof of at least 30 hours of training in any subject;
- Any other qualification approved by Highfield

Suitable subject area qualifications may include:

- Level 3 or 4 qualification in Food Safety or equivalent;
- Any other Highfield approved qualification

It is also recommended that Nominated tutors are able to demonstrate relevant experience and knowledge in a work context and provide evidence of engagement with the subject field and continuing professional development.

Reasonable adjustments and special considerations

Highfield Qualifications has measures in place for learners who require additional support. Reasonable adjustments such as additional time for the exam; assistance during the exam such as using a scribe or a reader, is available upon approval from Highfield. Please refer to Highfield Qualifications' Reasonable Adjustments Policy for further information/guidance on this.

https://www.highfieldqualifications.com/Assets/Files/Highfield_Reasonable_Adjustments_Policy.pdf

ID requirements

All learners must be instructed, ahead of the course/assessment when the learner registers and/or with any pre-course materials, to bring photographic identification to the assessment to be checked by the invigilator.

It is the responsibility of the Centre to have systems in place to ensure that the person taking an examination/assessment is indeed the person they are claiming to be. All Centres are therefore required to ensure that each learners identification is checked before they are allowed to sit the examination/assessment and write the type of photo identification provided by each learner on the Learner List under "Identification Provided". Highfield will accept the following as proof of a learners' Identity:

- National identity card (e.g. Emirates ID card);
- Valid passport (any nationality);
- Signed photo card driving licence;
- Valid warrant card issued by police, local authority or equivalent; or
- Other photographic ID card, e.g. employee ID card (must be current employer), student ID card, travel card.

For more information on learner ID requirements, please refer to Highfield Qualifications' Core Manual.

Progression opportunities

On successful completion of this qualification, learners may wish to continue their development by undertaking one of the following qualifications:

- Highfield Level 2 International Award in Food Safety
 - Highfield Level 2 Award in Food Safety in Catering (RQF)
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Useful websites

- www.Highfieldproducts.com (Highfield Products)
 - www.Highfieldqualifications.com (Highfield Qualifications)
 - www.Highfieldinternational.com (Highfieldabc MEA)
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Recommended training materials

- *Hygiene Sense*, Sprenger, R.A. Highfield Products
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Appendix 1: Qualification content

Unit: Food Safety Awareness

GLH: 4

Level: 1

Learning Outcomes	Assessment Criteria
<i>The learner will</i>	<i>The learner can</i>
<p>1. Understand personal responsibilities for food safety in a catering environment</p>	<p>1.1 State the importance of food safety in a catering environment</p> <p>1.2 Recognise that food handlers have legal responsibilities for food safety</p> <p>1.3 State how to report food safety hazards to supervisors</p>
<p>2. Understand the importance of personal hygiene in a catering environment</p>	<p>2.1 State the importance of personal hygiene when in contact with food</p> <p>2.2 Identify good personal hygiene practices</p>
<p>3. Understand the importance of keeping work areas clean and hygienic in a catering environment</p>	<p>3.1 State the importance of keeping work areas clean and pest free in a catering environment</p> <p>3.2 State how to keep the work area and equipment clean in a catering environment</p> <p>3.3 State the importance of safe waste disposal</p>
<p>4. Understand how to keep food safe in a catering environment</p>	<p>4.1 Identify how food can become contaminated by physical, chemical, allergenic and microbiological contaminants</p> <p>4.2 Identify safe food handling practices and procedures for controlling contamination hazards from purchase to service of food</p> <p>4.3 State ways to prevent bacteria multiplying and surviving</p>

Indicative content

- **LO1 - Understand personal responsibilities for food safety in a catering environment**
- **1.1 - State the importance of food safety in a catering environment**

- benefits of good food safety
- costs of poor food safety
- risk of food poisoning
- symptoms of food poisoning
- vulnerable (at-risk) groups
- **1.2 - Recognise that food handlers have legal responsibilities for food safety**
- legal responsibility to follow rules for hygiene
- personal hygiene
- keeping the food premises and equipment clean
- reporting illness and skin infections
- **1.3 - State how to report food safety hazards to supervisors**
- legal responsibility for reporting
- the need to follow instructions
- **LO2 - Understand the importance of personal hygiene in a catering environment**
- **2.1 - State the importance of personal hygiene when in contact with food**
- risks from poor personal hygiene
- poor habits
- **2.2 - Identify good personal hygiene practices**
- washing hands – times when critical and when important
- importance of dress code and protective clothing, including jewellery rules
- reporting of illnesses
- dealing with cuts, wounds and skin infections
- **LO3 - Understand the importance of keeping work areas clean and hygienic in a catering environment**
- **3.1 - State the importance of keeping work areas clean and pest free in a catering environment**
- reduce the risk of contamination
- to provide pleasant working conditions
- reduce the risk of attracting pests
- more pleasant premises for customers
- common signs of pest infestation
- the need to report pest infestations to supervisors/line managers
- actions of food handlers that can assist in prevention of pest infestations:
 - keep both internal and external bin lids closed
 - empty bins regularly
 - clean away food debris
 - keep doors and windows closed
- **3.2 - State how to keep the work area and equipment clean in a catering environment**
- recognise the terms and how to use the terms:
 - clean
 - detergent

- disinfectant
- sanitiser
- methods of cleaning
- follow manufacturer’s instructions
- the need to clean and disinfect hand and food contact surfaces and cleaning equipments
- **3.3 - State the importance of safe waste disposal**
- empty waste containers regularly
- keep internal and external waste lids closed
- **LO4 - Understand how to keep food safe in a catering environment**
- **4.1 - Identify how food can become contaminated by physical, chemical, allergenic and microbiological contaminants**
- identification of different food types:
 - high-risk
 - raw food to be cooked
 - low-risk
 - ready-to-eat raw foods
- common sources of microorganisms
- vehicles and routes of microbiological contamination
- common sources of:
 - physical hazards
 - chemical hazards
 - allergenic hazards
- **4.2 - Identify safe food handling practices and procedures for controlling contamination hazards from purchase to service of food**
- ways physical and chemical contamination can be prevented:
 - covering food while cleaning
 - unpacking outside of the kitchen
- ways allergenic contamination can be prevented:
 - effective labelling and communication
 - keeping allergens separate from other foods
- ways in which microbiological contamination and survival can be prevented:
 - keeping raw food separate from high-risk food
 - removing/managing vehicles of contamination
- **4.3 - State ways to prevent bacteria multiplying and surviving**
- importance of maintaining the chill chain
- importance of thorough cooking
- importance of cooling food rapidly
- role of stock rotation
- identifying and reporting when temperature controls may have been compromised
- use by and best before date coding

Appendix 2: Sample assessment material

Sample questions:

1. Which of these is a common symptom of food poisoning?
 - a) Vomiting
 - b) Low blood pressure
 - c) Bruising
 - d) Blistering skin

2. Which of the following is a chemical hazard if found in food?
 - a) Pesticide
 - b) Traces of peanuts
 - c) Bacteria
 - d) Viruses

3. It is critical to wash your hands after:
 - a) handling low risk food
 - b) putting on protective clothing
 - c) dealing with an ill person
 - d) having a drink