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Qualification Specification

Highfield Level 2 International Award in Food Safety

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Highfield Level 2 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):	6 hours
Assessment method:	Multiple-choice examination

Qualification overview and objective

The objective of this qualification is to ensure that persons who are or will be employed in a food business, are provided with the knowledge and skills necessary to produce safe food.

Learners gaining this qualification will know that food safety is the responsibility of everyone involved in the storage, preparation, cooking service and handling of food. Learners will understand the importance of maintaining good practice in the production of safe 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 6 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 **20** questions that must be completed within **45** minutes. Successful learners must achieve a minimum pass mark of **12** correct answers (60%). Learners who achieve **16** 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;
- Level 3 PTLLS;
- 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;
- Degree or DipHE in a related subject such as:
 - Food Science
 - Environmental Health
 - Home Economics
 - Microbiology
 - one that contains elements of these subjects
- HNC/D in a related subject (as outlined above);
- Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology; or
- Any other qualification approved by Highfield

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 should 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 3 Award in Food Safety in Catering (RQF)
- Highfield Level 3 Award in Food Safety in Manufacturing (RQF)

Useful websites

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

Recommended training materials

- *The Food Safety Handbook (Level 2)*, Sprenger, R.A. Highfield Products
 - *Hygiene Sense*, Sprenger, R.A. Highfield Products
 - *Level 2 Food Safety e-learning*. Highfield e-learning
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Appendix 1: Qualification content

Unit: Principles of Food Safety

GLH: 6

Level: 2

Learning Outcomes	Assessment Criteria
<i>The learner will</i>	<i>The learner can</i>
<p>1. Understand how individuals can take personal responsibility for food safety</p>	<p>1.1 Identify the importance of food safety procedures, safe food handling and avoiding unsafe behaviour</p> <p>1.2 Identify how to report food safety hazards</p> <p>1.3 Recognise key legal responsibilities of food handlers</p>
<p>2. Understand the importance of food handlers keeping themselves clean and hygienic</p>	<p>2.1 Recognise the importance of personal hygiene in food safety including the role of food handlers in reducing the risk of contamination</p> <p>2.2 Identify effective personal hygiene practices relating to protective clothing, hand washing, personal illness, cuts, wounds, food handling practices</p>
<p>3. Understand the importance of keeping work areas clean and hygienic</p>	<p>3.1 Know how to keep the work area and equipment clean and tidy, by following satisfactory procedures relating to cleaning methods, safe use of chemicals and safe storage of cleaning chemicals</p> <p>3.2 Know the importance of safe waste disposal</p> <p>3.3 Identify the importance of pest control</p>
<p>4. Identify the importance of keeping food products safe</p>	<p>4.1 Identify main risks to food safety from contamination and cross-contamination from microbial, chemical, physical and allergenic hazards</p> <p>4.2 Identify safe food handling and temperature control practices for delivery, storage, date marking and stock rotation</p> <p>4.3 Identify safe food handling and temperature control practices for preparing, cooking,</p>

Learning Outcomes	Assessment Criteria
<i>The learner will</i>	<i>The learner can</i>
	chilling, reheating, holding, serving and transporting food 4.4 Know how to deal with food spoilage including recognition and reporting

Indicative content
<p>LO1 Understand how individuals can take personal responsibility for food safety</p> <p>1.1 Identify the importance of food safety procedures, safe food handling and avoiding unsafe behaviour</p> <ul style="list-style-type: none"> ○ Benefits to customers, food businesses and food handlers of effective procedures ○ Costs of poor practices to a business <p>1.2 Identify how to report food safety hazards, infestations and food spoilage</p> <ul style="list-style-type: none"> ○ What to report, when to report, who to report to for food safety hazards <p>1.3 Recognise key legal responsibilities of food handlers</p> <ul style="list-style-type: none"> ○ Requirement for: <ul style="list-style-type: none"> – Food safety training & supervision – Reporting of illness – Following rules and procedures implemented for food safety <p>LO2 Understand the importance of food handlers keeping themselves clean and hygienic</p> <p>2.1 Recognise the importance of personal hygiene in food safety including the role of food handler in reducing the risk of contamination</p> <ul style="list-style-type: none"> ○ How good personal hygiene can reduce microbial, chemical, physical and allergenic contamination <p>2.2 Identify effective personal hygiene practices relating to protective clothing, hand washing, personal illness, cuts, wounds, food handling practices</p> <ul style="list-style-type: none"> ○ Practices regarding: <ul style="list-style-type: none"> – Clean, suitable protective clothing – Jewellery and personal effects – Effective hand wash – Times to wash hands – Recognising illness which may cause food contamination – When to come to work and when to call in sick – Covering wounds – Personal habits to avoid <p>LO3 Understand the importance of keeping work areas clean and hygienic</p>

- 3.1 Know how to keep the work area and equipment clean and tidy, by following procedures relating to cleaning methods, safe use of chemicals, storage of cleaning chemicals
- Reasons for cleaning
 - Cleaning and disinfection techniques, including order of cleaning
 - Cleaning chemicals, including purpose of detergent, disinfectant and sanitiser and following manufacturer's instructions and safe storage
 - Clear and clean as you go
- 3.2 Know the importance of safe waste disposal
- Internal and external controls including regular removal of waste, clean areas, secure and lidded externally, cleaned regularly
- 3.3 Identify the importance of pest control
- Hazards from pests
 - Common food pests and signs of pests
 - Reporting of signs of infestation
 - Basic environmental control (which food handlers are responsible for) such as clearing food spillages, keeping doors and windows closed, lids on bins

LO4 Identify the importance of keeping food products safe

- 4.1 Identify main risks to food safety from contamination and cross-contamination from microbial, chemical, physical and allergenic hazards
- Meaning of terms contamination, cross-contamination, raw food to be cooked, high-risk food, low-risk food and ready-to-eat raw food
 - Types of microbiological contaminants (bacteria, virus, mould)
 - Common sources, routes and vehicles of microbiological contamination
 - Recognition of main characteristics of food poisoning bacteria, factors influencing microbiological multiplication and survival (including spores and toxins) and consequences these may have for food safety and basic controls
 - Examples of basic controls to prevent microbiological contamination, including keeping raw and ready to eat separate, use of correct equipment to prevent contamination (including colour coding), reporting damaged equipment, including work surfaces
 - Examples of common physical hazards within food preparation areas and basic controls
 - Examples of common chemical hazards within food preparation areas and basic controls
 - Identification of common allergenic foods and risks associated with allergenic hazards.
 - Awareness of ways to prevent allergenic contamination during food production
- 4.2 Identify safe food handling and temperature control practices for delivery, storage, date marking and stock rotation
- Basic contamination and temperature controls and checks to be made at delivery
 - Importance of labelling
 - Importance of stock rotation and date coding
 - Importance of temperature control during storage, including correct temperatures and basic ways to achieve them
- 4.3 Identify safe food handling and temperature control practices for preparing, cooking, chilling,

reheating, holding, serving and transporting food

- Preparation:
 - Separation of raw and ready to eat foods
 - Dedicated equipment
 - Not preparing too far in advance
- Cooking:
 - Following recipes
 - Cooking thoroughly
 - Safe temperatures
 - Preventing contamination
- Chilling:
 - The need to cool quickly
 - The need to prevent contamination
- Reheating:
 - Meeting required temperature when reheating
 - Only reheating once
- Holding:
 - Preventing contamination
 - No topping up
 - Safe temperature for hot and cold holding and time allowable out of these temperatures
- Serving & transporting food:
 - Avoiding contamination
 - Clean equipment
 - Suitable transportation and containers
 - Importance of temperature control

4.4 Know how to deal with food spoilage including recognition and reporting

- Common signs of food spoilage
- The need to report spoiled food
- Separation of spoiled food

Appendix 2: Sample assessment material

Sample questions:

1. Which of the following statements is correct regarding food poisoning?
 - a) It usually results in death
 - b) Symptoms are always difficult to detect
 - c) All cases of diarrhoea are caused by food poisoning
 - d) It can be prevented by good hygiene practices

2. The law requires food handlers to:
 - a) wash their hands with soap and hot water every 30 minutes
 - b) prepare safe food which will not result in food poisoning
 - c) wear blue latex gloves when handling cooked food
 - d) dry their hands thoroughly using a hand dryer

3. It is **most** important for food handlers to wash their hands after:
 - a) slicing cooked beef for sandwiches
 - b) grating cheese for a pizza prior to cooking
 - c) preparing raw chicken for cooking
 - d) drying plates with a tea towel