



**Highfield**

*awarding body for compliance*

## Qualification Specification

### Level 1 Award in Food Safety for Retail

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## HABC Level 1 Award in Food Safety for Retail

### Introduction

This Qualification Specification document is designed to outline all you need to know in order to offer this qualification in your Centre. If you have any further questions, please contact your account manager.

### Qualification Details

The HABC Level 1 Award in Food Safety for Retail is a National Award written and accredited by HABC.

This qualification is outside of the QCF, however, it could be used as prior knowledge to enrol onto a QCF qualification in the future.

### Key facts

- |                                      |  |
|--------------------------------------|--|
| • <b>QAN</b>                         | This is a non-accredited qualification |
| • <b>Guided learning hours (GLH)</b> | 3                                      |
| • <b>Assessment Method</b>           | Multiple-choice examination            |

### Qualification Overview

The Level 1 Award in Food Safety for Retail is a qualification intended for learners working in food retailing and those who are preparing to work in the industry.

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. The subjects covered are regarded by the Foods Standards Agency as being important to ensure good practice and the production of safe food.

### Entry Guidance

There are no prerequisites for this qualification.

It is advised that learners have a minimum of Level 1 in literacy or numeracy or equivalent.

This qualification is approved for delivery to those aged 14 and over.

### Geographical Coverage

The qualification is suitable for learners in the UK.

### Special Needs

HABC have measures in place for learners with special needs. Please see the Reasonable Adjustments Policy, Annex 17 of the HABC Core Manual.

### Qualification Structure

This qualification is made up of one unit, the details of which are included at the end of this document.

Learners must successfully complete the assessment for the unit to achieve the qualification.

The qualification can be taken as a free standing qualification or as part of a wider programme of training.

### How the qualification is assessed

This qualification is assessed through a 15-question multiple-choice question examination. The duration of the examination is 30 minutes.

Successful learners must achieve a score of at least 10 out of 15.

Following the assessment, a list of results will be provided to the Centre Contacts stating whether learners have passed or failed. Certificates for successful learners will be dispatched for distribution by the Centre Contacts.

### Progression

Progression and further learning routes include:

- HABC Level 2 Award in Food Safety for Retail

### Nominated Tutor Requirements

HABC require that Nominated Tutors have teaching experience and hold a qualification in the relevant subject area.

It is recommended that nominated tutors should have a minimum of a Level 3 Food Safety in Catering qualification from a recognised awarding body together with a training qualification.

#### ***Suitable Subject Area Qualifications may include:***

- Degree of Dip.HE in a related subject such as:
  - Food Science
  - Environmental Health
  - Home Economics
  - Microbiology
  - or one that contains elements of these subjects
- HNC/D in a related subject (as outlined above);
- Level 3 or 4 qualification in Food Safety or equivalent;
- Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology;
- Or, any other HABC approved qualification

#### ***Suitable Teaching Qualifications include:***

- Level 3 or 4 PTLLS or above
- Diploma or Certificate in Education
- Bachelors or Masters Degree in Education
- City and Guilds Teachers Certificate or equivalent
- Level 3 or 4 NVQ in Training and/or Development
- Professional Trainers Certificate
- Proof of at least 30 hours of training in any subject

Nominated Tutors should also be able to demonstrate relevant experience and knowledge in a work context and provide evidence of engagement with the subject field and continuing professional development.

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### Key Skills

This qualification provides the opportunity for learners to develop competence in key skills and produce evidence towards attaining key skills. The qualification does not ensure key skills are met as this would depend upon learners producing a portfolio of evidence and the mode of study adopted.

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### Useful

<http://www.food.gov.uk/>

### Websites

<http://www.people1st.co.uk/>

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### Recommended

### Training

*Hygiene Sense*. Sprenger, R.A. Highfield.co.uk Ltd

### Materials

## Summary of Learning Outcomes

### An Introduction to Food Safety and Hazards

1. Candidates must understand the importance of food safety by being able to:
  - 1.1 Define the terms food safety, contamination, food poisoning, HACCP, hazard and safe food
  - 1.2 Identify the four common types of food hazard
  - 1.3 State the causes of food poisoning and those bad practices that most commonly result in food poisoning
  - 1.4 Describe food poisoning characteristics and symptoms
  - 1.5 State those people most at risk from food poisoning
  - 1.6 State the benefits of good food safety and the costs of poor food safety
  - 1.7 Outline the responsibilities of food handlers regarding food safety including their legal responsibilities
  - 1.8 Explain the need to follow instructions and to report incidents that expose food safety to risk.

### Microbiological Hazards (multiplication and survival) and Controls

2. Candidates must understand how micro-organisms pose a hazard to food safety and spoilage of food by being able to:
  - 2.1 State the types of bacteria and the requirements for the multiplication of food poisoning bacteria
  - 2.2 Identify the four different types of food i.e. high-risk, raw food to be cooked, ready-to-eat raw and low-risk foods
  - 2.3 Outline the ways in which the multiplication of food poisoning bacteria in food can be prevented during the preparation, storage and service of food
  - 2.4 State the ways in which food poisoning bacteria in food can be destroyed
  - 2.5 Explain the importance of stock rotation.

### Contamination Hazards and Controls

3. Candidates must understand the risks to food safety from food hazards and contamination and be able to:

- 3.1 Outline the common sources of food poisoning bacteria and the common vehicles and routes of contamination and cross-contamination
- 3.2 Outline how cross-contamination can be controlled and food poisoning prevented
- 3.3 State the common sources and control measures for physical, chemical and allergenic hazards.

#### Personal Hygiene

4. Candidates must understand the importance of good personal hygiene and be able to:
  - 4.1 Outline the risks from poor personal hygiene and how these may be controlled
  - 4.2 State when and how the hands should be washed
  - 4.3 State the washing facilities required for handwashing
  - 4.4 State the importance of protective clothing, and the rules for wearing protective clothing
  - 4.5 Outline the requirements for food handlers to report illnesses and conditions such as skin infections
  - 4.6 Describe how to deal with cuts and injuries.

#### Cleaning and Disinfection

5. Candidates must understand the importance of effective cleaning and disinfection and be able to:
  - 5.1 Define the terms, detergent, disinfectant, cleaning, sanitiser and sterilising
  - 5.2 Outline the importance of cleaning in keeping food safe
  - 5.3 Explain how to use and store cleaning chemicals and materials effectively and safely, and the importance of following instructions
  - 5.4 Outline the importance of planned cleaning and outline effective cleaning procedures for premises, equipment and utensils
  - 5.5 State which surfaces should be cleaned and disinfected /sanitised
  - 5.6 Outline how waste and unfit food should be stored and disposed of, both internally and externally
  - 5.7 State the importance of controlling food pests

- 5.8 State the signs of food pests and the importance of reporting signs of infestation to the supervisor
  
- 5.9 Explain the food handler's role in preventing pest infestations.