



## Qualification Specification

### Highfield Level 2 Award in Food Allergen Awareness and Control in Catering (RQF)

Qualification Number: 603/1396/1

Version 1.3 November 2017

## Contents

Introduction .....	3
Qualification regulation and support.....	3
Key facts .....	3
Qualification overview and objective .....	3
Entry requirements.....	3
Guidance on delivery .....	3
Guidance on assessment.....	4
Guidance on quality assurance.....	4
Recognition of prior learning (RPL).....	4
Tutor requirements .....	4
Reasonable adjustments and special considerations.....	5
ID requirements .....	5
Progression opportunities.....	6
Useful websites .....	6
Appendix 1: Qualification content.....	7
Appendix 2: Sample assessment material.....	10

## Highfield Level 2 Award in Food Allergen Awareness and Control in Catering (RQF)

### Introduction

This qualification 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 account manager.

---

### Qualification regulation and support

The Level 2 Award in Food Allergen Awareness and Control in Catering has been developed and is awarded by Highfield Qualifications and sits on the Regulated Qualifications Framework (RQF). The RQF is an English qualification framework regulated by Ofqual. It is also suitable for delivery in Wales and Northern Ireland and is regulated by Qualifications Wales and CCEA Regulation respectively.

---

### Key facts

<b>Qualification number:</b>	603/1396/1
<b>Learning aim reference:</b>	60313961
<b>Credit value:</b>	1
<b>Assessment method:</b>	Multiple-choice exam paper
<b>Assessment grading:</b>	Pass/fail
<b>Guided learning hours (GLH):</b>	4
<b>Total qualification time (TQT):</b>	5
<b>Qualification structure:</b>	1 mandatory unit

---

### Qualification overview and objective

The objective of this qualification is to support a role in the workplace. The qualification is aimed at food handlers and other staff involved in food preparation and service who work within the catering industry. It is designed to provide knowledge and understanding of food allergens and foods that commonly cause intolerances, their characteristics and effects, the importance of effectively communicating information regarding allergenic ingredients to customers, and how staff can minimise the risk of cross-contamination from allergenic ingredients.

This qualification is supported by Allergy UK, who regard it as suitable staff training for catering outlets that wish to apply for their Allergy Aware Scheme.

---

### Entry requirements

It is advised that learners have a minimum of level 1 in English and maths or equivalent.

This qualification is approved for delivery to learners aged 14+.

---

### Guidance on delivery

The total qualification time for this qualification is 5 hours and of this 4 hours are recommended as guided learning hours

---

TQT is an estimate of the total number of hours it would take an average learner to achieve and demonstrate the necessary level of attainment to be awarded with a qualification, both under direct supervision (forming guided learning hours) and without supervision (all other time). TQT and GLH values are advisory and assigned to a qualification as guidance.

This qualification is likely to be delivered and assessed in a classroom-based environment, however e-learning and blended approaches to learning may be suitable.

---

### **Guidance on assessment**

#### **Multiple-choice question (MCQ) examination**

This qualification is assessed by an end-of-course multiple-choice exam paper, which should be conducted in line with Highfield Qualifications' Security and Invigilation Guidelines.

This assessment method requires learners to choose 1 of the prescribed options to answer set examination questions.

The examination for this qualification contains 15 questions that must be completed within 30 minutes. To achieve a pass, learners must demonstrate knowledge and understanding across the qualification syllabus and answer at least 9 out of 15 (60%) questions correctly.

Completed examination papers should be returned to Highfield Qualifications for marking and results will then be supplied to the centre.

Centres must take all reasonable steps to avoid any part of the assessment of a learner (including any internal quality assurance and invigilation) being undertaken by any person who has a personal interest in the result of the assessment.

---

### **Guidance on quality assurance**

Highfield Qualifications requires centres to have in place a robust mechanism for the quality assurance of training delivery, and invigilated assessment arrangements. For more information on quality assurance, please refer to Highfield Qualifications' Core Manual.

---

### **Recognition of prior learning (RPL)**

Centres may apply to use recognition of prior learning or prior achievement to reduce the amount of time spent in preparing the learner for assessment.

For further information on how centres can apply to use RPL as described above, please refer to the Recognition of Prior Learning (RPL) Policy in the members' area of the Highfield Qualifications website. This policy should be read in conjunction with this specification and all other relevant Highfield Qualifications documentation.

---

### **Tutor requirements**

Highfield Qualifications recommend that nominated tutors have teaching experience and hold a qualification in the relevant subject area. Therefore, it is recommended that tutors hold a minimum of a level 3 food safety qualification, together with relevant experience in the area of food allergen management, and a training qualification or training experience.

---

**Suitable subject area qualifications may include:**

- a degree or DipHE 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)
- Highfield level 3 qualification in food safety (or equivalent) **and** suitable experience in managing food allergens in the workplace or a Highfield Level 3 Award in Food Allergen Management in Catering or equivalent.
- Highfield level 4 qualification in food safety or equivalent
- a Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology
- or any other qualification and/or experience in the subject area that is at least equivalent to the qualifications outlined above

**Suitable teaching qualifications include:**

- Highfield Level 3 International Award in Delivering Training or equivalent
- Level 3 PTTLs or above
- Highfield Level 3 Award in Education and Training or equivalent
- diploma or certificate in education
- bachelor's or master's degree in education
- Teacher's Certificate or equivalent
- level 3 or 4 NVQ in training and/or development
- proof of at least 30 hours of training in any subject

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. Please refer to Highfield Qualifications' Reasonable Adjustments Policy for further information/guidance.

---

**ID requirements**

It is the responsibility of the centre to have systems in place to ensure that the person taking an assessment is indeed the person they are claiming to be. All centres are therefore required to ensure that each learner's identification is checked before they undertake the assessment. Highfield Qualifications recommends the following as proof of a learner's identity:

- a valid passport (any nationality)
- a signed UK photocard driving licence
- a valid warrant card issued by HM forces or the police

- another photographic ID card, e.g. employee ID card, student ID card, travel card etc.

If a learner is unable to produce any of the forms of photographic identification listed above, a centre may accept another form of identification containing a signature, for example, a credit card. Identification by a third-party representative, such as a line manager, human resources manager or invigilator, will also be accepted.

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

---

### **Progression opportunities**

On the 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 Allergen Management in Catering (RQF)
  - Highfield Level 2 Award in Food Safety in Catering (RQF)
- 

### **Useful websites**

Food Standards Agency - [www.food.gov.uk](http://www.food.gov.uk)

Anaphylaxis Campaign - [www.anaphylaxis.org.uk](http://www.anaphylaxis.org.uk)

People 1<sup>st</sup> - [www.people1st.co.uk](http://www.people1st.co.uk)

Allergy UK - [www.allergyuk.org](http://www.allergyuk.org)

---

## Appendix 1: Qualification content

### Unit 1: Food Allergen Awareness and Control in Catering

Unit number: H/615/6738

Credit: 1

GLH: 4

Level: 2

Learning Outcomes	Assessment Criteria
<i>The learner will</i>	<i>The learner can</i>
<p><b>1. Understand the characteristics and consequences of food allergies and intolerances</b></p>	<p>1.1 Recognise the importance of providing accurate allergen information and the potential implications of failing to provide correct information to consumers</p> <p>1.2 Identify the common symptoms of allergic reactions and food intolerances</p> <p>1.3 Identify common food allergens and foods commonly causing intolerances</p>
<p><b>2. Understand procedures for identifying and controlling contamination from allergenic ingredients</b></p>	<p>2.1 Know common sources and vehicles of contamination, and appropriate hygiene controls that food handlers should follow to prevent allergenic contamination in catering businesses</p> <p>2.2 Identify food allergen cross contamination hazards and controls at specific process steps from purchase to service</p>
<p><b>3. Understand procedures for the accurate communication of allergen information to consumers</b></p>	<p>3.1 Identify methods of locating accurate allergen information</p> <p>3.2 Recognise how allergen information can be provided effectively</p>

## Unit Guidance

### Learning Outcome 1

1.1 Why it is important to provide accurate allergen information and the implications of not doing so, including:

- Risk of allergy related illness/death.
- Risk of fines, imprisonment, legal costs, civil actions.
- Providing safe food, possible recall.
- Effect on reputation/profit.

1.2 Symptoms of allergic reactions and food intolerances, including:

- Typical symptoms of food allergy and intolerance, including mild and life threatening.
- Basic information regarding what to do if a customer suffers an allergic reaction, including emergency action for anaphylaxis.

1.3 Common food allergens and foods causing intolerances, including:

- Main food ingredients which cause allergic reactions and food intolerances and illnesses (e.g. Coeliac disease).
- Current allergens required to be identified.

### Learning Outcome 2

2.1 Common sources and vehicles of allergenic contamination and appropriate hygiene controls:

- Common vehicles/sources to include hand and food contact surfaces, in particular in all food storage areas (including dry, refrigerated and frozen), food packaging, personnel (including hands), cloths, utensils.
- Controls include personal hygiene, cleaning, equipment.

2.2 Allergenic cross-contamination hazards and controls:

- Controls at specific process steps to include delivery, storage, preparation, cooking, display and service.
- Action to take if accidental contamination occurs.

### Learning Outcome 3

3.1 Methods of locating accurate allergen information:

- Interpreting labels and recipes, food dishes which may contain hidden allergens, identifying presence of allergens by referring to delivery notes/recipes/product labels, specifications/ingredient lists and allergy file.

3.2 How allergen information can be provided effectively:

- Written and verbal communication both internally and to customers.
- Different ways information may be communicated to staff e.g. competent named people front of house and in kitchen or all staff trained.



- Need to make information available to consumers, importance of information being regularly updated and accurate.
- Communicating allergen information to customers:
  - encouraging information sharing
  - information all staff should know (depending on the system used in the business)
  - what to do if you do not know answers to customer questions regarding allergens
  - reporting and communicating problems and changes regarding allergens.

## Appendix 2: Sample assessment material

### Example multiple-choice questions

It is important to ensure waste allergenic ingredients or products containing allergens are disposed of effectively to:

- A. avoid slips, trips and falls
- B. reduce costs and wastage
- C. ensure all areas are clean and well organised
- D. avoid cross-contamination from spillages

Two ingredients that **must** be highlighted on food labels are:

- A. tomatoes and apples
- B. kiwis and strawberries
- C. mustard and celery
- D. cucumbers and onions

When preparing an allergen-free meal, it is **most** important to:

- A. thoroughly clean the preparation area
- B. avoid using wooden utensils
- C. ensure no chemicals can contaminate the food
- D. keep food refrigerated until it is needed

How **soon** after ingesting a food can symptoms of a food allergy occur?

- A. Immediately
- B. In a few hours
- C. After 24 hours
- D. In a week