



Module 3 Workbook: Training

This workbook aims to help you reflect on and improve your current allergen training processes and practices.

Have all your staff members received food allergen awareness training?

- Yes
- No

(Note: You can access free allergen training through at <https://foodallergytraining.org.au/>.)

What processes do you have in place (or could put in place) to ensure all staff receive the necessary training moving forward?

Are all staff aware of your allergy and anaphylaxis plans and processes? Do they know where to find all related documents and resources and know who to talk to, if an allergy is identified?

- Yes
- No

Do you keep records of staff training?

- Yes
- No

(Note: We provide a downloadable Staff Training Record template within this module. See slide 8.)

How often do you require staff to do refresher allergy and anaphylaxis training? How do you ensure this is enforced?