**Staff Sickness Record**

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| Name of Employee | Symptoms | Action taken | Date | Supervisor Signature |
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***Notes:***

* *Some illnesses can be passed through food (i.e. gastro and Hepatitis A).*
* *Any employee experiencing a food-borne illness or symptoms of a food-borne illness should be excluded from food handling duties until 48 hours after symptoms subside. Symptoms include vomiting, diarrhoea or fever.*