

Senior Equine Groom Level 3 Assessment Plan

SUMMARY

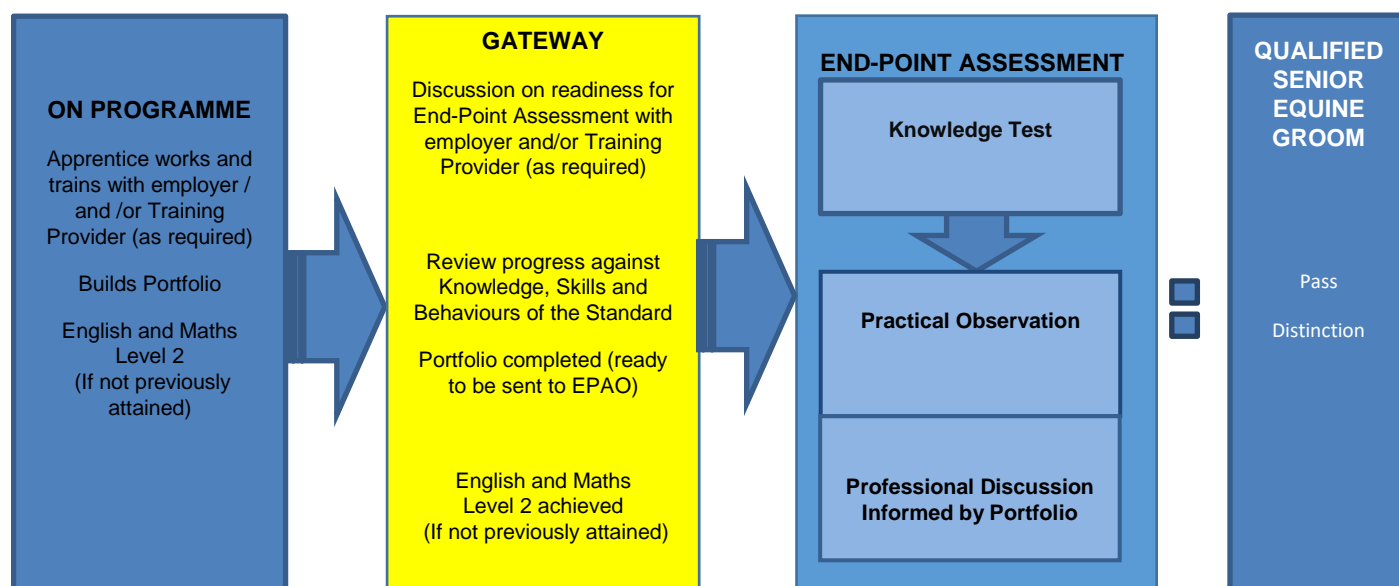
This Assessment Plan covers the Senior Equine Groom Apprenticeship that has been developed by employers from across the equestrian sector with input from Professional Bodies, Training Providers and Awarding Organisations.

The approach is to deliver consistent, reliable assessments, which are independent and robust enough to meet the needs of this diverse, vocational industry. This Apprenticeship comprises core Knowledge, Skills and Behaviours with a choice of one of the five specialised routes and is designed to become a professional qualification for Senior Equine Grooms.

The focus of the Apprenticeship is on individuals who have a sound base of knowledge and experience and are seeking to develop a more senior and managerial role within the industry. This Assessment Plan is based on the following principles that the assessment should:

- Show how well the individual is performing in the role and whether they have met the requirements of the Standard.
- Have maximum relevance to the real job that the Apprentice is doing to truly test full competence in the role.
- Integrate within the normal routine of the equestrian establishment.
- Add value to the Apprentice's journey, both during and at the end of the Apprenticeship, opening up career development in an industry where there are numerous job opportunities and clearly recognised routes.
- Give assurance to the employer that the assessment is being delivered in a consistent, independent and appropriate manner.

The Apprenticeship will typically take between 18 - 24 months to complete (with a minimum of 12 months' duration). The major components of the Apprenticeship, as it evolves throughout the period are shown in the diagram below. These components include the development of the Knowledge, Skills and Behaviours required to do the role, any on-programme assessment including achieving English and Maths Level 2 (if not previously attained), the Gateway and the End-Point Assessment.



On-programme Assessment

Each employer is at liberty to follow their own training programme or one formulated in conjunction with a Training Provider based on the Standard published, ensuring that individuals completing the Apprenticeship meet the Knowledge, Skills and Behaviours required for them to be fully competent. The recommended approach to ensuring that progress is tracked throughout the Apprenticeship is to use a Senior Equine Groom Skills Passport as a learning record. The Skills Passport can be designed and developed by the employer or Training Provider to contain a list of all the requirements for the Core and Route-Specific Knowledge, Skills and Behaviour statements as set out in the Senior Equine Groom Standard. The level of support and involvement of the Training Provider is subject to negotiation between the employer and the Training Provider on requirements, services and price.

There is a mandatory Portfolio (that is separate to the Skills Passport) that the Apprentice will, during the course of their Apprenticeship, create and maintain in order to provide supporting evidence that will be needed to supplement the Knowledge, Skills and Behaviours observed by the EPAO's Assessor at the End-Point Assessment.

This mandatory Portfolio will contain evidence, such as videos, photographs and other examples of practical skills and experience that has been gained during the Apprenticeship. Guidance for the contents of the Portfolio can be found in section 2.3 of this Assessment Plan and within the Assessment Tools (which will be developed by the EPAOs). The Portfolio will be used in the Professional Discussion to evidence any of these skills that may not be observed at the time of the Practical Observation, due to seasonal or other restrictions. All other Skills and Behaviours need to be evidenced in the Practical Observation, the Apprentice may choose to include additional evidence to support the demonstration of Skills and Behaviours over a longer period of time in the Portfolio.

Gateway

The decision as to when the Apprentice is ready to move on to the End-Point Assessment will be made by the employer, based on their assessment of how well the Apprentice meets the requirements of the Standard. This could be based on a review of the Skills Passport (if used) or the progress against the Knowledge, Skills and Behaviours in the Standard. The mandatory Portfolio will need to be completed by the time the Apprentice reaches the Gateway.

There may be consultation with the Training Provider (if involved) but the decision on gateway sign off lies solely with the employer.

End-Point Assessment (EPA)

The End-Point Assessment, which is described in more detail in the next section, contains:

- A Knowledge Test, which will cover areas of knowledge that cannot be observed.
- A Practical Observation, in which the Apprentice will demonstrate their Skills, Behaviours and underlying Knowledge as required by the Standard in relation to the core and their chosen route.
- A Professional Discussion informed by a Portfolio, that explores evidence for areas of the standard that have not been assessed in the previous elements, as well as exploring those Skills that require further clarification.

The End-Point Assessment will take place over two separate days, one for the Knowledge Test and (if passed) a separate day for the Practical Observation and Professional Discussion/Portfolio.

Assessment Method	Area Assessed	Assessed by	Grading
Knowledge Test	Core and Route-specific Knowledge (See ANNEX 1)	End-Point Assessment Organisation	Fail/ Pass / Distinction
Practical Observation	Core and Route-specific Knowledge Skills		

Professional Discussion (informed by a Portfolio)	& Behaviours (See ANNEX 1)	(EPAO)	
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END-POINT ASSESSMENT

1. What is being assessed

The Standard has been developed with clearly defined areas of Knowledge, Skills and Behaviours. Each of the End-Point Assessment Organisations (EPAO's) will develop Assessment Tools using the information contained in the Standard and mapped in Annex 1 and the Grade Descriptors table in section 3 of this Assessment Plan, detailing assessment criteria for each of these areas. These Assessment Tools will be developed after approval of the Assessment Plan and the End-Point Assessment Organisations will hold these.

The End-Point Assessment will be synoptic and cover the Knowledge, Skills and Behaviours included in the Standard. Some knowledge will be evidenced implicitly through the Skills demonstrated by the Apprentice, e.g. being able to demonstrate clipping a horse effectively requires the relevant knowledge.

2. How will assessment be carried out

The focus of the End-Point Assessment is on the Apprentice being able to demonstrate competence in the role and meet the criteria set out in the Knowledge, Skills and Behaviours in the Senior Equine Groom Standard. It takes place in the last circa three months of the Apprenticeship, once the Apprentice has met the Gateway criteria, and consists of the three Assessment Methods described below.

The Knowledge, Skills and Behaviours set out in the Standard have been mapped against the three Assessment methods (see Annex 1) to ensure consistency when the Assessment Tools are developed by the End-Point Assessment Organisations. These Assessment Tools will be reviewed by the employers to ensure they test full competency.

Knowledge

The Knowledge will be tested formally through the Knowledge Test as the Primary Assessment Method as in Annex 1. However, the underlying Knowledge will be evidenced implicitly in the Practical Observation, Professional Discussion and Portfolio by the synoptic nature of these Assessment Methods in The End-Point Assessment.

Skills

As the role of a Senior Equine Groom is primarily a practical occupation, the emphasis will be for the Practical Observation to be the Primary Assessment Method for the Skills. As a number of the Skills are seasonal, or for other reasons, it may not be possible to observe them on the day of the Practical Observation. Any Skill not seen in the Practical Observation must be evidenced through the Professional Discussion and informed by the Portfolio. Please see Annex 1 for Skills marked with an * as a minimum for inclusion in the Portfolio.

Behaviours

As the Behaviours are observed over time in varying situations, the methods used to evidence the Behaviours must allow the Apprentice to show how they respond and react in different situations. Therefore, the Practical Observation and Professional Discussion informed by the Portfolio will all be used to build a cumulative picture of how the Apprentice meets the Behaviour statements of the Senior Equine Groom Standard and as set out in Annex 1.

The methods of assessment will build up a cumulative picture of how well the Apprentice has met the requirements of the Standard. The End-Point Assessment Organisation will ensure the outcome is consistent and robust.

The employer, with the support of the Training Provider where required, will work with the Apprentice to agree how the Apprentice undertakes the components of the End-Point Assessment and will provide guidance along the way as required. Neither has a role in the formal End-Point Assessment or decision.

2.1 Knowledge Test

The Knowledge Test is designed to cover areas of Knowledge in the Standard that cannot be inferred from the observation of the Skills and Behaviours within the role e.g. horse anatomy, nutritional and fitness requirements and current transport legislation. This relatively short test will be created as part of the Assessment Tools and will take into account different learning styles to ensure that it works well for those Apprentices that are not comfortable with written tests e.g. using multiple choice including pictorial questions, extended answer questions and making practice examples available. Reasonable adjustments will be made for those Apprentices with additional learning needs. It will be an invigilated, on-line or paper-based test taken at the workplace or approved centre for paper-based test, which will take up to 90 minutes and consist of 45 multiple choice (1 mark for each multiple choice question) and 5 extended answer questions (5 marks for each extended answer question). The test will be created randomly from a bank of questions, which will form part of the Assessment Tools and cover the Knowledge criteria as set out in Annex 1 for both Core and Route-specific Knowledge. The EPAOs will hold their bank of questions for the Knowledge Test and it will be reviewed annually. The test will be carried out prior to the Practical Observation and Professional Discussion and must be passed before the Apprentice progresses to the Practical Observation and Professional Discussion. Guidance for invigilation of the Knowledge Test will form part of the Assessment Tools.

A mark out of 70 will be awarded for the Knowledge Test. The Apprentice must achieve a minimum pass mark of 70% in order to proceed to the Practical Observation, Professional Discussion informed by the Portfolio.

2.2 Practical Observation

The Practical Observation will be a structured event where the EPAO's Assessor observes the Apprentice carrying out their day-to-day role in the workplace or simulated working environment such as a recognised training centre and assesses them against the Standard. The Assessor will observe the synoptic application of the Knowledge, Skills and Behaviours contained in the Standard and as the role of a Senior Equine Groom is at times to supervise, organise and manage others, the Assessor will use role-play and questioning based assessment in sections where necessary. It is expected that this will cover the majority of the Standard as set out in Annex 1, however it may not be practical to cover every area due to seasonal or other reasons (e.g. foaling is not occurring at the time, there is no racing or transport activity on that day). Any Skill that cannot potentially be observed in the Practical Observation is marked with an * in Annex 1 and must be evidenced in the Portfolio to inform the Professional Discussion, allowing a cumulative approach and the opportunity for the Apprentice to demonstrate full competency. **Any Skill not marked with an * in Annex 1 must be observed in the Practical Observation.** The guidance for carrying out the Practical Observation will be contained in the Assessment Tools and held by the End-Point Assessment Organisations. The Practical Observation will take 6 hours and will cover the Skills and Behaviour statements as set out in Annex 1.

2.3 Professional Discussion informed by Portfolio

The Professional Discussion is a structured interview between the Apprentice and the EPAO's Assessor. It takes place after the Knowledge Test and Practical Observation and will explore evidence for areas of the Knowledge, Skills and Behaviours from the Standard that have not been assessed in the Knowledge Test or Practical Observation or areas that require further clarification. This will include areas of the Standard that have not been observed due to seasonal or other reasons such as foaling and clipping and will provide the opportunity for the Apprentice to use the evidence from their Portfolio to illustrate their professional competence.

In the Portfolio the Apprentice will document evidence collected from written work, small projects, progress review information, earlier workplace observations, videos, photographs and customer comments that supports the demonstration of Skills and Behaviours over a longer period of time. The Portfolio will contain core and route specific evidence, which will vary according to the route taken. The Skills and Behaviours marked with an asterisk (*) in Annex 1 will be a minimum requirement for the Portfolio and should cover the Knowledge, Skills and Behaviours that could potentially not be seen on the day due to seasonal or other reasons. Any activity not marked with an * must be seen during the Practical Observation by the Assessor. The Apprentice will decide how much additional evidence (above the minimum) to include in the Portfolio.

As the EPAO'S Assessor must review the Portfolio it will be submitted one month before the agreed date of the Practical Observation and Professional Discussion. For those Apprentices taking the Riding route, the Portfolio must state if they are jumping in the End-Point Assessment. The Portfolio will primarily be in an online format to allow ease of submission, but guidance for the format and contents of the Portfolio will be available as part of the Assessment Tools provided by the End-Point Assessment Organisations.

It is expected that The Professional Discussion will last between 75-90 minutes for the assessment of competency against the Senior Equine Groom Standard and as set out in Annex 1. This enables a synoptic assessment of the Standard as a whole, to check coverage of the full range of Knowledge, Skills and Behaviours.

A structured brief will be provided in the Assessment Tools, to be used by the EPAO's Assessor in the Professional Discussion. This will ensure that a consistent approach is taken and that all key areas are appropriately explored. It will be carried out face-to-face and will take place on the same day as the Practical Observation.

The Professional Discussion must be conducted by the same EPAO'S Assessor that has reviewed the results of the Knowledge Test, the Portfolio and carried out the Practical Observation.

The End-Point Assessment will be carried out in the Apprentice's workplace or at an approved training centre if the former does not meet the necessary criteria and have the necessary resources as set out the Assessment Tools.

The combination of these three Assessment Methods builds a cumulative picture of performance against the Standard. They require Apprentices to demonstrate the application of Knowledge, Skills and Behaviours in an integrated manner to deliver the required outcomes, enabling the Assessor to make a holistic judgement about how well the Apprentice meets or exceeds the Standard.

If the Apprentice fails the Knowledge Test this can be retaken on its own, however should the Apprentice fail the Practical Observation and the Professional Discussion both must be retaken. The Assessor will determine the grade to be awarded.

3. Grading

This Apprenticeship will have Fail, Pass and Distinction grades. The Distinction is designed to recognise the small proportion of Apprentices who are seen as outstanding employees, regularly going beyond what is required to be competent in the role and seen as having greatest potential for the future.

To achieve a Pass the Apprentice must meet all the assessment criteria to demonstrate all Knowledge, Skills and Behaviour statements as set out in the Assessment Tools. The statements in Annex 1 and the grading descriptors in the table below will provide a basis for these assessment criteria.

The assessment criteria will be seen/evidenced cumulatively through the Knowledge Test, Practical Observation and Professional Discussion. In order to pass, the Apprentice must achieve 70% in the Knowledge Test and meet the relevant assessment criteria as set out in the Assessment Tools and based on the Grade Descriptors below in the Practical Observation and Professional Discussion. The EPAO'S Assessor should consider these criteria to determine if the Apprentice is meeting the minimum level of competency or is significantly above this level.

To achieve a Distinction the Apprentice will have to achieve a higher score in the Knowledge Test (90%) and meet a higher set of assessment criteria as set out in the Assessment Tools and based on the Grade Descriptors below in the Knowledge, Skills and Behaviours (Core and chosen Occupational Route) of the Standard.

The assessment criteria to be used for both Pass and Distinction will be further developed as part of the Assessment Tools by the EPAOs using the Grade Descriptors table below. However, the Apprentice who achieves a Distinction can be described as:

- Consistently exceeding the standards set for the role, demonstrating an exemplary skill set
- Going beyond what is typically expected at this level
- Able to perform well in difficult situations or when under pressure
- Demonstrates the potential to progress rapidly within the industry
- Consistently contributes positively to the establishment

The EPAO's Assessor will make the decision on the grade to be awarded to the Apprentice based on their performance in the assessment methods used. It is possible for an Apprentice to achieve a Distinction if they have previously failed one or more of the Assessment methods on their first attempt but have met the higher set of assessment criteria when reassessed.

No one is permitted to pass the End-Point Assessment and then retake in an attempt to gain a Distinction.

In the event of an appeal against the grade awarded, the End-Point Assessment Organisation will carry out a further review of the evidence to confirm or modify the grade in line with their standard procedures.

The EPAO's Assessor will fail an Apprentice that displays any lack of awareness of health and safety that they consider to be dangerous to themselves, the horse or others.

The Equestrian industry does not currently have a body that offers professional recognition, however the Apprentice will be awarded with an Apprenticeship certificate indicating the level achieved.

The following table shows the combination of Assessment Method grades to determine the overall grade:

Overall Grade	Knowledge Test	Practical Observation	Professional Discussion (informed by Portfolio)
Distinction	90%	Distinction	Distinction
Pass	70%	Pass	Pass
Fail	The Apprentice has not achieved a minimum of 70% in the Knowledge Test or a pass in the Practical Observation or Professional Discussion		

Grade Descriptors- Senior Equine Groom

Practical Observation

	Fail	Pass	Distinction
	The Apprentice will be deemed to have failed the Practical Observation if they do not provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Practical Observation in Annex 1, or if they display one or more of the criteria below:	The Apprentice will be deemed to have passed the Practical Observation if they provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Practical Observation in Annex 1 and meet all of the criteria below:	The Apprentice will be deemed to have achieved a Distinction if they provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Practical Observation in Annex 1, the pass criteria and also the additional criteria below:
	The Apprentice:	The Apprentice:	The Apprentice:
Safe working practices	<ul style="list-style-type: none"> Lacks the ability to promote, monitor or maintain safe working practices. Demonstrates a lack of understanding or is unable to contribute to risk assessments. Displays a lack of awareness of health and safety that the Assessor considers to endanger themselves, the horse or others when carrying out any part of the Practical Observation of the EPA. 	<ul style="list-style-type: none"> Promotes, monitors and maintains safe working practices at all times and complies with current health, safety and security policies and procedures (including PPE). Demonstrates an understanding of, and how to appropriately contribute to risk assessments. 	<ul style="list-style-type: none"> Is proactive in implementing improvements of all safe working practices, constantly aware and monitoring the wider working environment. Has a clear and comprehensive understanding and actively contributes to, advises and educates others on safe working practices and risk assessments.

Yard and Field Routines and Duties	<ul style="list-style-type: none"> • Lacks the ability to organise yard and field duties or day-to-day rotas efficiently. • Is unable to engage and communicate effectively when organising or supervising others and when liaising with vet, farrier and other visiting specialists. • Is unable to maintain or organise basic yard based records correctly. • Is unclear how to monitor, maintain or assess the quality of stocks and supplies of feed and bedding. • Is unable to adequately evaluate, prepare or maintain stabling or grassland for horses. • Demonstrates a lack of confidence and awareness of welfare and safety when managing horses. • Is unclear on disease control and preventative measures. • Is unaware of ways to minimise waste or works without due regard for the environment or sustainability. • Is unable to make an initial assessment of a new horse or unclear on records or assessing health status and admission procedures. 	<ul style="list-style-type: none"> • Effectively organises, supervises and carries out all yard and field duties, day-to-day rotas and routines assuming a role of responsibility and is able to work in, lead, support and motivate a team, understanding their role and impact on others. • Engages and communicates appropriately when supervising others and liaising with vet, farrier and other visiting specialists. • Maintains and organises basic yard based records including farrier, worming, vaccinations, etc. • Monitors, maintains and assesses quality of stocks and supplies of feed and bedding. • Correctly evaluates, prepares and maintains stabling and grassland for horses. • Can consistently, safely and confidently manage horses stabled and at grass with empathy and due regard for horse welfare adhering to the Animal Welfare Act. • Can discuss and demonstrate measures to prevent and control the spread of disease. • Coordinates waste minimisation, environmental and sustainable working practices with due regard for reducing, reusing, recycling and disposal of waste. • Selects appropriate techniques and methods that are applied consistently, safely and confidently when supervising admission of a new horse and carries out 	<ul style="list-style-type: none"> • Is organised and proactive with constant attention to detail, completing tasks under the time allocated and contributing positively to the effective day-to-day working of the establishment. • Builds rapport, establishing good interpersonal relationships when communicating or liaising with others. • Recommends and actions improvements to yard based records. • In addition to monitoring, maintaining and assessing quality of stocks and supplies of feed and bedding the Apprentice can also discuss recent developments and new products on the market and their relative costs. • Puts forward positive suggestions on current stabling and grassland and how their management could be improved. • Displays a comprehensive understanding of different equine diseases and their signs, symptoms and treatment as well as their control and prevention. • Promotes and encourages environmental awareness to ensure others are aware of their environmental responsibilities and aims to continually improve environmental performance by identifying and addressing environmental risk. • Is able to make a detailed and accurate assessment of a new horse, including suitability and possible potential within their new environment, gives clear and comprehensive advice
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		an initial assessment, to include record keeping and health status.	and guidance on admission procedures to assistants and colleagues making suggestions for initial programme of management.
Horse Anatomy, Physiology and Welfare	<ul style="list-style-type: none"> • Has an inadequate recall, omits details or shows errors when identifying or describing main superficial muscles or structure of the lower leg and foot. • Gives incomplete or incorrect assessment and evaluation of horse, or is unable to correctly recognise and discuss conformation, action, condition or fitness of horse, or discuss the circulatory or respiratory system. • Gives an inadequate assessment of welfare (including health) or unsure when recognising and treating minor ailments and injuries. Unable to follow yard practices or unclear when to phone the vet. • Is unable to follow veterinary advice or unable to correctly administer first aid treatments. • Is unable to correctly administer oral or topical treatments under direction. • Is unclear on procedure for taking temperature, pulse and respiration rates or is unable to correctly interpret results and their implications. 	<ul style="list-style-type: none"> • Correctly identifies and describes location and function of main superficial muscles and structure of the lower leg and foot. • Correctly assesses and evaluates a horse including conformation, action, condition and fitness including discussing the circulatory and respiratory systems. • Correctly assesses welfare (including health) and can recognise and treat common minor ailments and injuries according to workplace practices and know when to phone the vet. • Correctly administers first aid and treatments under veterinary advice to include poultices, dressings and bandages. • Is able to correctly administer permitted oral and topical treatments under direction. • Confidently and correctly takes temperature, pulse and respiration rates of the horse and can interpret and discuss the results and their implications. 	<ul style="list-style-type: none"> • Has a comprehensive knowledge of the circulatory, respiratory and musculoskeletal systems of the horse and the different requirements of conformation, fitness and condition for various disciplines for work, show, or competition. • Makes accurate and reliable judgements with a comprehensive knowledge and understanding of welfare, various ailments and injuries and current best practice and protocol for treatment plan and when to refer to the vet. • Is highly organised, efficient and proactive, with constant attention to detail, making a positive contribution to the horses' recovery.
Horse Handling, Care and Welfare	<ul style="list-style-type: none"> • Is unable to correctly identify or use appropriate methods when handling or restraining horses. Lacks practical horsemanship skills or empathy and has insufficient regard for horse welfare or natural instincts, mental abilities and the 	<ul style="list-style-type: none"> • Can correctly identify and use appropriate methods to handle or restrain a horse, demonstrating practical horsemanship skills with empathy and due regard for horse welfare, along with taking into account the horses' natural instincts, mental 	<ul style="list-style-type: none"> • Is able to create a positive, calm rapport with a variety of horses and is constantly mindful of the horses natural instincts, mental abilities and the principles of how horses behave and learn, when handling horses using appropriate methods of restraint with due regard

	<p>principles of how horses behave and learn.</p> <ul style="list-style-type: none"> • Is ineffective or unsafe when demonstrating how to prepare horses for different work, competition or public appearance with inefficient use of time or resulting in a poor quality or incorrect finish. • Demonstrates inaccuracies when recognising or identifying types of shoe and hoof balance or is unable to demonstrate the correct procedure for removal of a shoe in line with current legislation. 	<p>abilities and the principles of how horses behave and learn.</p> <ul style="list-style-type: none"> • Can safely and effectively demonstrate how to prepare a range of horses for different types of work, competition or public appearance to include appropriate grooming, clipping*, trimming*, pulling* and plaiting techniques with efficient use of time to produce a professional correct finish. • Correctly recognises, identifies and discusses types of shoe and hoof condition and balance, in a variety of horses and can demonstrate the correct procedure for removal of a shoe in line with current legislation. 	<p>for horse welfare in all situations including show, competition or public appearance.</p> <ul style="list-style-type: none"> • Is highly organised, time efficient and meticulous with constant attention to detail using well practiced methods to enhance the appearance of a variety of horses for show, competition or public appearance to positively contribute to the success or benefit of the horse, owner or establishment. * • Has a comprehensive knowledge of various types of remedial shoes and their use for different types of horses and foot conditions. They can also confidently discuss the foot and the effect of hoof balance on the horse's way of going and movement and the long-term impact on the welfare, comfort and soundness of the horse.
Nutrition & Fitness	<ul style="list-style-type: none"> • Is unclear or omits details when discussing nutritional requirements and regimes or is unable to correctly plan appropriate diets for a variety of horses in various types of work. • Lacks the ability to appropriately organise the feed room or lacks understanding of the organisational requirements and reasons for stock rotation and usage. • Is unclear on fitness indicators or is unable to assess fitness levels in horses or correctly comment on current condition of a range of horses. • Displays insufficient awareness of different requirements in planning fitness programmes for a 	<ul style="list-style-type: none"> • Can explain factors affecting feeding regimes and can appropriately plan and implement diets according to horses' nutritional requirements, including hydration, for a variety of horses at different levels of fitness and in various types of work. • Is able to appropriately organise the feed room and take responsibility for stock rotation according to workplace requirements to minimise waste, maintain safety and appropriate use of stocks and supplies. • Can correctly assess current fitness levels and condition for different types of horses. 	<ul style="list-style-type: none"> • Displays a comprehensive understanding of nutritional requirements for a wide variety of horses and is able to make a positive contribution to improvements in diet plans for different horses, taking in to account recent industry developments in nutrition and feeding and relevant products on the market. • Is highly organised, efficient and meticulous and is able to take responsibility for the storage of stocks and supplies and puts forward suggestions for possible improvements to the current working environment. • Clearly demonstrates an excellent level of critical assessment and evaluation on fitness levels and

	<p>variety horses or lacks due regard for safety or welfare of the horse before, during or after work or performance. *</p>	<ul style="list-style-type: none"> • Can appropriately plan fittening programmes, in preparation for a variety of levels of work in different disciplines, with due regard for the horses welfare throughout the programme, including before, during and after work or performance. * 	<p>condition for different types of horses.</p> <ul style="list-style-type: none"> • Critically analyses different requirements for planning fittening programmes potentially leading to enhanced performance.
Travelling Horses	<ul style="list-style-type: none"> • Is not fully aware of factors to consider when coordinating the preparation for travelling horses. • Is unclear on requirements when planning transportation of horses or displays a lack of awareness of current guidelines, documentation requirements or procedures. • Lacks confidence or does not follow correct workplace procedure when preparing a horse for travel or when loading or unloading a horse or displays a lack of awareness of safety. • Is unaware of safety or lacks empathy or due regard for horse welfare when supervising horses during and after transportation. * 	<ul style="list-style-type: none"> • Efficiently and competently coordinates the preparation for travelling horses including supplies, equipment etc. with due consideration for destination, length and type of journey and number and type of horses etc. relevant to the workplace. • Correctly and effectively plans the transportation of horses by road taking into account current guidelines, documentation requirements and procedures. • Confidently and efficiently prepares a horse for transport, loads and unloads safely following current health and safety protocol and workplace procedure. • Safely and effectively supervises and cares for horses during and after transportation with empathy and due regard for horse welfare. * 	<ul style="list-style-type: none"> • Is highly organised and proactive with constant attention to detail when coordinating the preparation for travelling horses including extensive knowledge of different requirements for a variety of types of journey relevant to the workplace. • Makes accurate and reliable judgements with a comprehensive knowledge of current guidelines and documentations and understanding of potential complications or incidents when planning transportation for horses. • Is capable of combining and adapting a range of techniques and adhering to workplace procedure when dealing with inexperienced or difficult loaders, demonstrating excellent leadership and communication skills to ensure a positive outcome, including the safety and welfare of the horse, themselves and others. • Displays constant attention to detail recognising, preventing and minimising factors that could adversely affect the horses during or after transportation and so positively contributing to horses' comfort and welfare during and after transportation. *

Non-Ridden Exercise	<ul style="list-style-type: none"> • Is unable to prepare for or lacks confidence or control when lunging a horse for exercise. • Is unaware or unable to correctly recognise the horses' way of going. • Has inadequate knowledge of different equipment used for lungeing. • Is unsafe or does not follow workplace policy. 	<ul style="list-style-type: none"> • Correctly prepares for and confidently lunges a horse for exercise demonstrating control and understanding of the horses' way of going using various types of equipment safely and appropriately according to workplace policy. • Confidently discusses the benefits and use of different types of non-ridden exercise including long-reining. 	<ul style="list-style-type: none"> • Confidently provides non-ridden exercise, demonstrating improvement in the horses' way of going and makes suggestions for the most appropriate methods and equipment to use, to enhance the long-term training and improvement of the horse.
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Professional Discussion informed by Portfolio

	Fail The Apprentice will be deemed to have Failed the Professional discussion if they do not provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Professional Discussion informed by the Portfolio in Annex 1, or if they display one or more of the criteria below: The Apprentice:	Pass The Apprentice will be deemed to have passed the Professional Discussion if they provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Professional Discussion informed by the Portfolio in Annex 1 and all of the criteria below: The Apprentice:	Distinction The Apprentice will be deemed to have achieved a Distinction if they provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out for the Professional Discussion informed by the Portfolio in Annex 1, the pass criteria and also the additional criteria below: The Apprentice:
	<ul style="list-style-type: none"> • Lacks breadth of knowledge and/or accuracy. • Is unable to give complete explanations of concepts associated with horse management. • Shows incorrect use of industry-specific terminology. • Shows misunderstanding, gives illogical answers or guesses. • Shows incorrect or poor understanding of key practices and principles within the industry. • Fails to demonstrate the communication skills required. 	<ul style="list-style-type: none"> • Gives logical explanations and shows a comprehensive understanding of principles of horsemanship. • Shows correct use of industry-specific terminology. • Communicates information logically and is able to respond to any questions accurately showing reasonable breadth of knowledge. • Is able to provide answers that are factually correct and adequately tailored to the area under discussion with minimal prompting. • Offers responses providing evidence of experience, 	<ul style="list-style-type: none"> • Consistently speaks confidently and demonstrates understanding of the different concepts or approaches associated within their role as a Senior Equine Groom. • Consistently gives clear, concise and logical explanations that show full comprehension of the theories and reasoning behind decisions taken showing the ability to apply correct procedures in all situations. • Confidently discusses ways in which they have positively contributed to the effective working of the establishment.

		<p>knowledge and understanding.</p> <ul style="list-style-type: none"> • Confidently discusses their experience of organising, supervising, monitoring and supporting others. • Conducts themselves in a professional manner and is able to communicate effectively showing respect throughout. 	
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Grade Descriptors- Equine Groom Routes

Routes

	Fail	Pass	Distinction
	<p>The Apprentice will be deemed to have Failed the Practical Observation and Professional Discussion for their chosen route, if they do not provide evidence to meet all the Knowledge, Skills and Behaviour requirements set out in Annex 1, or if they display one or more of the criteria below:</p> <p>The Apprentice:</p>	<p>The Apprentice will be deemed to have passed the Practical Observation and Professional discussion for their chosen route, if they provide evidence to meet all the Knowledge, Skills and Behaviours set out in Annex 1 and if they meet all of the criteria below:</p> <p>The Apprentice:</p>	<p>The Apprentice will be deemed to have achieved a Distinction in the Practical Observation and Professional discussion for their chosen route, if they provide evidence to meet all the Knowledge, Skills and Behaviours set out in Annex 1, the pass criteria and also the additional criteria below:</p> <p>The Apprentice:</p>
Breeding	<ul style="list-style-type: none"> • Does not use or know the correct terminology, paperwork, pedigree knowledge and hygiene practices within regular stud work. • Is unable to effectively assist with recording breeding information as appropriate. • Lacks confidence and is unable to follow teasing practices and make recommendations on subsequent actions. • Is unable to provide practical, safe assistance with the preparation for coverings. • Is unable to effectively prepare a foaling environment and assist during normal foaling, to 	<ul style="list-style-type: none"> • Uses correct terminology, paperwork, pedigree knowledge and hygiene practices within regular stud work. • Is able to efficiently assist with the recording of breeding information as appropriate. • Is able to confidently tease and make recommendations on subsequent actions. • Can efficiently assist with the preparation for coverings. • Efficiently prepares a foaling environment and is able to assist during normal foaling, to include examination of the placenta. Is able to recognise non-normal 	<ul style="list-style-type: none"> • Is highly efficient and proactive in using correct terminology, paperwork, pedigree knowledge and hygiene practices within regular stud work. • Is meticulous in assisting with recording breeding information as appropriate. • Is highly organised and prepared when overseeing the teasing process and makes recommendations on subsequent actions. • Can confidently organise the preparation for coverings and discuss in detail the processes to be followed and action to be taken, if all does not go to plan.

	<p>include examination of the placenta. Does not recognise non-normal foaling events and the actions to be taken. *</p> <ul style="list-style-type: none"> • Has little knowledge and has not researched foaling-associated difficulties. * • Is unable to manage, monitor or maintain routine care, well-being or handling of breeding and youngstock. * • Lacks knowledge and skills to assist with successful weaning processes and implement fostering programmes and care of orphan foals and has not studied the subject. * • Lacks confidence when dealing with young horses and fails to follow correct and safe working practices. • Is unable to accurately monitor, maintain and manage the health and well-being of breeding and youngstock. • Is unable to present a male horse correctly for inspection. • Lacks confidence with communicating with colleagues about day-to-day activities. • Fails to follow safe working practices both for self and colleagues when working with mares, stallions and youngstock. 	<p>foaling events and the actions to be taken. *</p> <ul style="list-style-type: none"> • Has knowledge of some foaling associated difficulties and the necessary actions to be taken. * • Is able to confidently manage, monitor and maintain routine care, well-being and handling of breeding and youngstock. • Assists with successful weaning processes and implement fostering programmes and care of orphan foals. * • Is able to confidently monitor, maintain and manage the health and well-being of breeding and youngstock. • Presents a male horse correctly for inspection. • Is able to communicate well with colleagues with regard to day-to-day activities. • Has a good knowledge of safe working practices both for self and colleagues when working with mares, stallions and youngstock. 	<ul style="list-style-type: none"> • Is efficient, proactive and meticulous in preparing a foaling environment and provides positive and constructive assistance during normal foaling, to include examination of the placenta. * • Is able to confidently discuss non-normal foaling events and the actions to be taken. * • Is organised, efficient and structured in the management, monitoring and maintenance of routine care, well-being and handling of breeding and youngstock. • Is confident and ordered in planning the successful weaning processes and in implementing fostering programmes and care of orphan foals. • Is organised, communicative and confident when monitoring, maintaining and managing the health and well-being of breeding and youngstock. • Is proactive and meticulous in the correct preparation and presentation of a male horse for inspection. • Demonstrates excellent communication and leadership skills to keep other colleagues aware of day-to-day activities. • Leads and implements excellent safe working practices both for self and colleagues when working with mares, stallions and youngstock.
Driving	<ul style="list-style-type: none"> • Is unable to efficiently prepare a turnout for exercise or competition or is unable to correctly harness up and put to with an assistant, a pair turnout. 	<ul style="list-style-type: none"> • Can efficiently prepare a turnout for exercise and competition. Harness up and put to with an assistant, a pair turnout. • Is able to confidently drive a single turnout in a 	<ul style="list-style-type: none"> • Is highly organised, time efficient and meticulous with constant attention to detail, using well practiced methods and makes relevant adjustments to fit of harness when

	<ul style="list-style-type: none"> • Is unable to confidently drive a single turnout in a training area or on the highway demonstrating unsafe rein handling or whip use. Is unclear or unable to school the turnout in basic correct way of going. • Is unable to appropriately exercise horses/ponies in a non driving environment, including being unable to appropriately lunge or long rein in an enclosed area to improve the horse or to maintain and embed the horse in correct way of going, using a variety of equipment. • Is unable to prepare appropriate equipment lists for shows or events for drivers, horses, carriages or portable stabling. • Is unable to correctly discuss or initiate methods of loading or transportation of equipment. • Displays insufficient evidence of designing, coordinating or reviewing a fittening or feeding programme for competition turnout. * • Is unable to evaluate the use of specialist equipment in the fittening or training of driving horses. 	<p>training area and on the highway, demonstrating safe rein handling and whip use. School the turnout in basic correct way of going.</p> <ul style="list-style-type: none"> • Is able to exercise horses/ponies in a non driving environment, including being able to lunge or long rein in an enclosed area to improve the horse and to maintain and embed the horse in correct way of going, using a variety of equipment. • Can prepare comprehensive equipment lists for shows and events for drivers, horses, carriages and portable stabling. • Can discuss and initiate methods of loading and transportation of equipment. • Can design, coordinate and review a fittening and feeding programme for competition turnout including physiotherapy where necessary. * • Is able to evaluate the use of specialist equipment in the fittening and training of driving horses. 	<p>harnessing up and putting to a pair turnout.</p> <ul style="list-style-type: none"> • Shows a consistent rapport and harmony with a variety of horses in all situations, displaying extensive knowledge and practical experience when driving, selecting appropriate exercises to enhance the horses' way of going or training, while being able to follow instruction and accept guidance or criticism. • Is highly organised and meticulous when preparing equipment lists and has extensive knowledge of the range of stabling found at different venues and appropriate biosecurity measures to be taken. The Apprentice is able to check all equipment and organise relevant repairs, displaying a constant attention to detail. • Is able to take full responsibility for loading and securing all equipment to industry standard.
Racing	<ul style="list-style-type: none"> • Lacks confidence and ability handling Thoroughbred racehorses in and out of full training including young horses and those with training problems. 	<ul style="list-style-type: none"> • Is able to confidently handle Thoroughbred racehorses in and out of full training, including young horses and those with training problems. • Can positively contribute to the early education and 	<ul style="list-style-type: none"> • Consistently handles Thoroughbred racehorses in and out of full training including young horses and those with training problems in a highly efficient manner, confidently, with assurance and able to act

	<ul style="list-style-type: none"> • Is unable to effectively and positively contribute to the early education and effective training of the horse to prepare for, and improve racecourse performance. * • Is unable to adequately assist in introducing young horses to equipment and tack. • Fails to comply with all industry regulatory requirements at the races or sales. * • Is unable to adequately prepare horses at the races or assist with saddling up and the parade ring procedures in line with industry timescales or correct procedures. * 	<p>effective training of the horse to prepare for, and improve racecourse performance. *</p> <ul style="list-style-type: none"> • Appropriately assists in introducing young horses to equipment and tack. • Ensures compliance with all industry regulatory requirements at the races or sales. * • Is able to prepare horses at the race and assist with saddling up and the parade ring procedures. * 	<p>swiftly when horses react in different ways.</p> <ul style="list-style-type: none"> • Is proactive and empathetic when assisting in introducing young horses to equipment and tack. * • Can confidently discuss rules, regulations and requirements for racing relevant to the workplace. • Is proactive and meticulous in the preparation of horses at the race and assisting with saddling up and the parade ring procedures. *
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In addition to the above specialist Racing Knowledge and Skills, Equine Groom Apprentices taking the Racing Route will be required to select one of two racing pathways as follows:

i) Racing Exercise Groom-

	<ul style="list-style-type: none"> • Is unable to clean and prepare equipment or horses for work or exercise to the appropriate standard or within the allocated time. • Is unable to select or fit appropriate equipment for work or exercise. • Is unable to maintain an established position or lacks security when riding. • Is unable to safely or confidently ride (alone or in a group) horses of varying levels of fitness or is unclear on the type of work needed to maintain fitness. * • Is unable to school a variety of horses or lacks coordination and refinement of aids. * • Displays a lack of understanding of the 	<ul style="list-style-type: none"> • Can confidently demonstrate the riding of racehorses effectively to improve performance including riding at speed, on all types of surface or any type of horse, including young horses, unfit and race fit horses and those with training problems. * • Is able to ride alone, in groups and in a string. • Is able to ride fast work and school horses through the stalls or over obstacles. * • Provides accurate feedback on horse's performance. • Maintains own health and fitness to adhere to industry weight requirements and physical 	<ul style="list-style-type: none"> • Is highly organised, time efficient and meticulous with constant attention to detail, using well-practiced methods to prepare horses for exercise and/or work. • Shows a consistent rapport and harmony with a variety of horses in all situations, displaying extensive knowledge and practical experience when selecting and riding appropriate exercises to enhance the horses' way of going. * • Applies clear, refined, coordinated aids, while being able to follow instruction and accept guidance or criticism. • Is able to confidently discuss the current level of training and fitness, critically evaluate the horse's way of going and
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	<p>horse's way of going or is unable to develop the horse appropriately or according to instruction.</p> <ul style="list-style-type: none"> • Lacks confidence, control, balance or security when riding fast work and schooling horses through the stalls or over obstacles. * • Is unable to provide clear and accurate feedback on a horse's performance after exercise. • Does not maintain own health and fitness to adhere to industry weight requirements and physical demands of riding for up to six hours a day. 	<p>demands of riding for up to six hours a day.</p>	<p>suggest ways of enhancing and furthering the horse's training in the short and long term.</p> <ul style="list-style-type: none"> • Can confidently discuss rules, regulations and requirements for racing relevant to the workplace. • Always rides/works in a way to promote horse's welfare when riding, helping to advise or educate others. * • Demonstrates the value of maintaining a balanced diet and fitness regime to meet the physical demands of riding for up to six hours a day.
ii) Racing Yard Based Groom -			
	<ul style="list-style-type: none"> • Is unable to clean and prepare equipment or horses for work or exercise within the allocated time. • Is unable to select or fit appropriate equipment for work or exercise. • Is unable to adequately monitor the choice, cost, quantity or quality of supplies or is unable to maintain an effective working relationship with suppliers. • Is unable to appropriately implement, record or review a programme for recovery, recuperation or rehabilitation or lacks due regard for safety or welfare of the horse. * • Is unable to adequately or appropriately design, review work or fitness programmes or is unable to appropriately implement non-ridden exercise regimes or lacks due regard for safety or welfare of the horse. * 	<ul style="list-style-type: none"> • Is able to contribute to the design, implementation and modification of individual training programmes for racehorses. • Is able to appropriately assist with preparing a horse to race fitness, through careful consideration of correct work, feeding and healthcare. • Is able to accurately assess a horse's current condition, fitness and educational needs prior to planning an appropriate work programme. • Assists with the implementation of training programmes. * • Supervises the effective organisation and maintenance of facilities and resources used to train horses in the commercial racing premises. * 	<ul style="list-style-type: none"> • Is highly organised, time efficient and meticulous with constant attention to methods when contributing to the design, implementation and modification of training programmes for racehorses. • Can demonstrate effectively and efficiently how to assist with preparing a horse to race fitness through careful consideration of correct work, feeding and healthcare. * • Is proactive and highly understanding of recovery, recuperation and rehabilitation for a wide variety of horses and their associated injuries or problems and can confidently discuss the role of a range of health care professionals within the recovery programme. *

<p>Riding</p>	<ul style="list-style-type: none"> • Is unable to clean and prepare equipment or horses for work or competition to the appropriate standard or within the allocated time. • Is unable to select or fit appropriate equipment for work or competition. • Is unable to maintain an established position or lacks security when riding with or without stirrups. • Is unable to safely or confidently ride horses of varying levels of fitness or is unclear on the type of work needed to maintain fitness. • Is unable to school a variety of horses or lacks coordination and refinement of aids. Displays a lack of understanding of the horses' way of going or is unable to develop the horse appropriately or according to instruction. • Is unable to discuss, select or ride appropriate exercises to improve or develop the horses work or is unclear on the understanding of the principles of training. • Lacks confidence, control, balance or security when working over ground poles, show jumps or cross-country fences where applicable. • Is unable to adequately or appropriately design, implement or review work or fitness programmes or lacks due regard for safety or welfare of the horse before, during or after work or performance. * 	<ul style="list-style-type: none"> • Can demonstrate how to clean and prepare equipment for work and competition to the appropriate standard within the allocated time. • Can efficiently and confidently prepare horses for work and competition including selecting and fitting correct discipline specific saddlery and equipment within the allocated time. • Can ride a variety of horses for exercise in all paces with and without stirrups maintaining an established position, showing balance, independence and a supple seat. • Is able to safely and confidently ride horses of varying levels of fitness and training for exercise, understanding the type of work needed to maintain fitness. • Is able to school a variety of fit horses with refined and coordinated aids showing feel, respect and an understanding of the horse's way of going to develop the horse appropriately and according to instruction. • Is able to discuss, select and ride appropriate exercises according to the principles of training, including transitions, variation of pace and lateral movements to improve and develop the horse's work. • Is able to ride a variety of exercises over ground poles at canter showing confidence and control, in a balanced and secure position • And where practical, 	<ul style="list-style-type: none"> • Is highly organised, time efficient and meticulous, with constant attention to detail, using well practiced methods to enhance the appearance of the horse and appropriate equipment in preparation for work or competition, that could potentially contribute to the success or benefit of the horse, owner or establishment. • Shows a consistent rapport and harmony with a variety of horses in all situations, displaying extensive knowledge and practical experience when selecting and riding appropriate exercises to enhance the horses' way of going or training, applying clear, refined, coordinated aids, while being able to follow instruction and accept guidance or criticism. • Is able to confidently discuss the current level of training and fitness, critically evaluate the horse's way of going and suggest ways of enhancing and furthering the horse's training in the short and long-term. • Can confidently discuss rules, regulations and requirements for show or competition relevant to the workplace. • Has a clear understanding of distances and stride lengths used when working with ground poles and over fences both when schooling or in preparation for, or when competing. Is able to work the horse in the most appropriate canter for the discipline i.e. show jumping or cross country and discuss the quality of the canter in relation to
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Non-Riding	<ul style="list-style-type: none"> Is unable to clean or prepare equipment or horses for work or competition to the appropriate standard or within the allocated time. Is unable to select or fit appropriate equipment for work or competition. Lacks the ability to effectively coordinate or supervise maintenance programmes for the establishment. * Is unable to adequately monitor the choice, cost, quantity or quality of 	<ul style="list-style-type: none"> Can demonstrate how to clean and prepare equipment for work and competition to the appropriate standard within the allocated time. Can efficiently and confidently prepare horses for work and competition, including selecting and fitting correct discipline specific saddlery and equipment within the allocated time. Is able to effectively recognise, coordinate and supervise maintenance 	<ul style="list-style-type: none"> Is highly organised, time-efficient and meticulous with constant attention to detail, using well practiced methods to enhance the appearance of the horse and appropriate equipment in preparation for work or competition, that could positively contribute to the success or benefit of the horse, owner or establishment. Is able to identify and recognise changing priorities and limiting factors that could affect

	<p>supplies or is unable to maintain an effective working relationship with suppliers.</p> <ul style="list-style-type: none"> • Lacks professionalism, uses inappropriate content or is ineffective when promoting the business. * • Is unable to effectively plan, organise or implement events, shows or activities that are appropriate for the business. * • Is unable to effectively deliver, monitor, review or improve customer care or satisfaction. • Is unsure of, or inefficient when carrying out office duties. • Is unable to appropriately implement, record or review a programme for recovery, recuperation or rehabilitation or lacks due regard for safety or welfare of the horse. • Is unable to adequately or appropriately design, review work or fitness programmes or is unable to appropriately implement non-ridden exercise regimes or lacks due regard for safety or welfare of the horse. * • Is unable to prepare for or lacks confidence when lungeing a horse for exercise or is unsafe or does not follow workplace policy. 	<p>programmes for the establishment. *</p> <ul style="list-style-type: none"> • Is able to effectively monitor the choice, cost, quantity and quality of supplies relative to the establishment and maintain an effective working relationship with suppliers. • Can responsibly, professionally and effectively promote the business through word of mouth, advertising, social media and the Internet. * • Can effectively plan, organise and implement a variety of events/ shows or activities appropriate to the establishment, whilst constantly looking for ways to improve and appropriately diversify the business. * • Is able to effectively deliver, monitor, review and improve customer care and satisfaction, demonstrating the ability to communicate appropriately and respectfully to ensure positive customer experience. • Can confidently and efficiently carry out office duties including using IT for budgets and record-keeping relevant to the workplace. • Can appropriately implement, record and review a programme for recovery, recuperation or rehabilitation with due regard for the horse's welfare throughout the programme. * • Is able to effectively design and review work and fitness programmes and implement non-ridden exercise regimes according to workplace 	<p>the implementation of short and long-term maintenance programmes, to positively benefit and improve the establishment. *</p> <ul style="list-style-type: none"> • Demonstrates the ability to build relationships and negotiate with suppliers to maintain quality of supplies, whilst improving on price but not limiting choice. • Shows personal initiative and has a clear and comprehensive short and long-term plan to positively improve or appropriately diversify the business including effective business promotion, advertising strategy and event planning. * • Is able to listen to and understand challenging customers and identify and select appropriate responses, to develop customer relationships and deliver solutions to meet customer needs and expectations when under pressure, whilst adhering to workplace protocol. • Is proactive and highly organised and is able to prioritise office duties and identify and make suggestions for improvements to current procedures, recognising the immediate and long-term positive or negative impact and benefits to the wider business. • Displays a comprehensive understanding of recovery, recuperation and rehabilitation for a wide variety of horses and their associated injuries or problems and can confidently discuss the role of a range of health-
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		<p>procedures with due regard for horse welfare.</p> <p>*</p> <ul style="list-style-type: none"> • Correctly prepares for and confidently long-reins a horse for exercise demonstrating control and understanding of the horse's way of going using appropriate equipment according to workplace policy. 	care professionals within the recovery programme.
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4. Who carries out the assessment and makes the final judgment

Together with the Apprentice, the parties involved in the final stages of the Apprenticeship and the End-Point Assessment are the employer, the Training Provider (if involved) and the End-Point Assessment Organisation's Assessor. Their respective roles are as follows:

Assessor	Role
Employer	<ul style="list-style-type: none"> • Brings a view of the Apprentice from working with them in the workplace through the Apprenticeship • Has greatest clarity about whether the Apprentice is fully competent in the workplace and therefore whether they should take the End-Point Assessment • Reviews any material that the Apprentice may use in the End-Point Assessment e.g. Portfolio for the Professional Discussion, and provides coaching • Plays no part in the End-Point Assessment itself
Training Provider (if involved)	<ul style="list-style-type: none"> • Brings a view of the Apprentices' Knowledge, Skills and Behaviours from supporting them through the Apprenticeship • Reviews any material that the Apprentice may use in the End-Point Assessment e.g. Portfolio for the Professional Discussion, and provides coaching • Plays no part in the End-Point Assessment itself
End-Point Assessment Organisation's Assessor	<ul style="list-style-type: none"> • Brings a completely independent view to the End-Point Assessment as they have had no engagement with the Apprentice until now • Carries out the Practical Observation and Professional Discussion • Makes the decision on the grade to be awarded to the Apprentice based on the results from the Knowledge Test, Practical Observation and Professional Discussion.

It is the EPAO's Assessor that will make the judgment on the grade to be awarded to the Apprentice, whether Fail, Pass or Distinction. There will be a right of appeal against this decision as outlined in the next section.

To ensure that any EPAO's Assessor is competent they will be trained in the assessment process (see next section) and will also have to meet certain criteria, which will include:

- Minimum five years' recent experience working in the relevant equestrian industry sector and the occupational route that they are assessing.
- Experience at a higher level than the role being assessed so that they understand the context of the role.
- Current CPD activity, which demonstrates they are up-to-date with the latest developments.
- Technical and management expertise to ensure they can assess all areas of the Standard.
- Holding or working towards an Assessor Qualification (A1/A2/D32/D33/TAQA or equivalent qualification) (Note: current experienced Assessors who do not hold a qualification can be grandfathered in before the end of 2020).
- Not involved in the training of the Apprentice.

Any organisation is eligible to deliver End-Point Assessments against this Standard, by meeting the requirements of the ESFA's Register of Apprentice Assessment Organisations (i.e. they must be registered on the ESFA register of Apprentice assessment organisations – RoEPAO). Individual employers must select an organisation from that Register to deliver End-Point Assessment for this Standard.

The End-Point Assessment Organisation must have:

- Sound understanding of the sector and the assessment requirements for this Standard, together with the expertise to administer the Assessment Tools required
- Assessors with the background specified above
- Capability to deliver assessments at the scale and with the levels of service required, giving confidence that this is a strategic part of their business
- Geographical coverage required
- Robust verification and quality assurance processes that can ensure the End-Point Assessment is of the required standard.

5. Independence

Within our assessment approach, independence is achieved through the End-Point Assessment being carried out by the End-Point Assessment Organisation. Their Assessor will make a synoptic assessment of each Apprentice's work, including the grade to be awarded, on the basis of the evidence supplied through the three Assessment Methods.

6. Quality Assurance – Internal

The responsibility for the robustness of the assessment process is held by the End-Point Assessment Organisation. The overall responsibilities of the End-Point Assessment Organisation are summarised below:

- Ensures there are robust processes in place to deliver assessments to the required standard and that they are appropriate for the sector
- Develops and maintains a set of Assessment Tools using materials from the Standard and tables in Annex 1
- Provides Assessors that meet the requirements set out in this Assessment Plan
- Trains and certifies all individual Assessors to be able to assess consistently against the Standard
- Staff appointed to moderation duties have appropriate experience for the quality assurance of assessment role
- Staff conducting moderating duties maintain continuous professional development that equates to 2 full days of training each year
- Moderation of Assessors decisions are monitored on a risk-based basis, with a minimum of 20% moderation, higher for inexperienced Assessors and/ or where previous judgements have been questioned
- Standardisation meetings are held on a regular basis which Assessors must attend at least twice a year
- Runs the appeal process for any appeals that arise from grading decisions
- Reports to the EQA Organisation on any issues that arise

The End-Point Assessment Organisations will create and then maintain the Assessment Tools to ensure continuing robustness (independence, consistency and accuracy), working with the Employers as appropriate.

The Assessment Methods described previously are designed to produce assessment outcomes that are consistent and reliable, allowing fair and proper comparison between Apprentices employed in different types and sizes of organisations. At the core of this will be the set of Assessment Tools that are used by all Assessors and will be a part of the training that Assessors receive. The End-Point Assessment Organisation will create and hold the tools, materials and techniques to be used in assessments based on this Assessment Plan.

All Assessors will be required to have the skills and experience outlined in the previous section. They will be trained and approved by the End-Point Assessment Organisation to ensure that they are capable of using the tools developed for assessment in a fair and consistent manner to make reliable judgments.

The End-Point Assessment Organisation will provide validation and quality assurance processes to ensure that all assessments are robust, that they assess fully against the Standard, are undertaken consistently and to the same standard and that the individuals carrying out the assessment have the requisite skills and industry experience. These will be

developed as part of the Assessment Tools to ensure that they are consistent across all Apprentices. Evidence of this will be provided to the EQA Organisation. Immediate and appropriate action will be taken where any quality concerns are identified.

7. Quality Assurance – external

External quality assurance for the End-Point Assessment for this Apprenticeship Standard will be undertaken by the Institute for Apprenticeships.

8. Implementation

Whilst the major focus of this Assessment Plan is to ensure that it delivers robust and high-quality assessments that accurately assess competence against the Standard, the practicalities of implementation have been carefully considered in the light of the proposed number of Apprenticeships and geographic coverage. At this early stage we expect approximately 300 Apprentices in the first year. We expect this to grow in future years as Apprenticeships become more established in the sector.

The main factors that will make our approach implementable and cost-effective at the numbers of Apprentices anticipated are:

- The use of well-proven Assessment Methods that will allow robust determination of competence without requiring a large number of components.
- The use of existing assessment expertise, Assessment Tools, robust QA processes to give impartial assessment hence re-using what is fit for purpose.
- The option to do the Practical Observation in approved training centres (where appropriate) to bring Apprentices together and reduce assessment costs.
- The use of on-line methods of testing where possible.

We are confident that this approach can be used in organisations of any size within the sector, in part through flexing the role of the Training Provider to ensure the totality of the learning; on-programme assessment and guidance on the End-Point Assessment can be delivered.

As this Standard is new, we have no direct evidence of the costs of delivering this assessment approach. However, we recommend that a maximum of 15% of the costs (funding band 8) will be spent on assessment.

Annex 1

A Senior Equine Groom will work in one of the following five route-specific industry environments: Breeding (B), Driving (D), Racing (RA), Riding (RI) or Non-Riding (NR).

Senior Equine Grooms will need to demonstrate the core Knowledge, Skills and Behaviours detailed below, plus the specialist Knowledge and Skills for their chosen route-specific environment.

End Point Assessment methods	Key
Knowledge Test	KT
Practical Observation	PO
Professional Discussion informed by a Portfolio	PDP

A reference code has been assigned to each of the Knowledge, Skills and Behaviours (K, S & B) required in the Standard for both the core (C) and the chosen route (**Breeding (B), Driving (D), Racing (RA), Riding (RI) or Non-Riding (NR)**).

The Employer Trailblazer Group has designated **Primary & Secondary Methods of Assessment** for each K, S & B statement. The reason for this is due to the synoptic nature of the Assessment Methods. Whilst the Knowledge will primarily be tested in the Knowledge Test and the Skills in the Practical Observation, the Professional Discussion and Portfolio will evidence all underlying Knowledge, Skills and Behaviours. For this reason, it will be designated as the secondary method of assessment for the Knowledge and Skills and should be used to support and not replace the Primary Assessment Methods.

Ref.	Core Knowledge to be assessed	Primary & Secondary Method of Assessment		
CK1	Current health, safety and security requirements, policies and procedures including Personal Protective Equipment (PPE).	KT		PDP
CK2	Current Rules and Codes of Practice and ethics relevant to the workplace.	KT		PDP
CK3	The principles of current employment rights and responsibilities.	KT		PDP
CK4	The organisation of yard and field duties, rotas and routines.	KT		PDP
CK5	Requirements for stocks and supplies of feed and bedding.	KT		PDP
CK6	The preparation and maintenance of different types of stabling and grassland.	KT		PDP
CK7	How to assess the risk of disease outbreak and the measures to prevent and control the spread of disease.	KT		PDP
CK8	The need for and how to work in an environmentally sustainable manner.	KT		PDP
CK9	Anatomy and physiology, to include conformation, main superficial muscles, structure of the lower leg and the respiratory and circulatory systems.	KT		PDP
CK10	How to assess welfare (including health), condition and fitness.	KT		PDP
CK11	Common minor ailments, injuries and administering first aid and treatments.	KT		PDP
CK12	Procedures for isolation and sick nursing.	KT		PDP
CK13	The importance of monitoring temperature, pulse and respiration rates.	KT		PDP

CK14	Medication control procedures and accepted protocol.	KT		PDP
CK15	Appropriate methods of handling and restraint and their use in different circumstances.	KT		PDP
CK16	Procedures for grooming, clipping, trimming, pulling and plaiting a range of horses in preparation for different types of work, competition, public appearance and veterinary procedures.	KT		PDP
CK17	The horse's foot, shoeing and different types of shoes and how to remove a loose or twisted shoe.	KT		PDP
CK18	Nutritional requirements including hydration for a variety of horses in different types of work.	KT		PDP
CK19	Fitness requirements and programmes for a variety of horses in different disciplines.	KT		PDP
CK20	Requirements when planning travel for horses including equipment, supplies and documentation.	KT		PDP
CK21	The current legislation and procedures relating to loading, unloading and travelling horses.	KT		PDP
CK22	The benefits and practice of various forms of non-ridden exercise including lungeing and long-reining. Different lungeing/ long-reining equipment and methods.	KT		PDP
	Core Skills to be assessed	Primary & Secondary Method of Assessment		
CS1	Promote, monitor and maintain safe working practices at all times and comply with current health, safety and security policies and procedures (including PPE).		PO	PDP
CS2	Contribute to risk assessments.		PO	PDP
CS3	Organise, supervise and carry out all yard and field duties, day-to-day rotas and routines including liaising with vet, farrier and other visiting specialists.		PO	PDP
CS4	Maintain and organise basic yard-based records including farrier, worming, vaccinations, etc.		PO	PDP
CS5	Monitor, maintain and assess quality of stocks and supplies of feed and bedding.		PO	PDP
CS6	Evaluate, prepare and maintain stabling and grassland for horses.		PO	PDP
CS7	Manage horses stabled and at grass.		PO	PDP
CS8	Implement measures to prevent and control the spread of disease.		PO	PDP
CS9	Coordinate waste minimisation, environmental and sustainable working practices.		PO	PDP
CS10	Supervise admission of a new horse and carry out an initial assessment, to include record keeping and health status.		PO	PDP
CS11	Identify and discuss main superficial muscles and structure of the lower leg and foot.		PO	PDP
CS12	Assess and evaluate a horse including conformation, action, condition and fitness.		PO	PDP

CS13	Assess welfare (including health), recognise and treat common minor ailments and injuries.		PO	PDP
CS14	Administer first aid and treatments under veterinary advice to include poultices, dressings and bandages.		PO	PDP
CS15	Administer permitted oral and topical treatments under direction.		PO	PDP
CS16	Take temperature, pulse and respiration rates of the horse.		PO	PDP
CS17	Identify and use appropriate methods to handle or restrain a horse.		PO	PDP
CS18	Prepare a range of horses for different types of work or competition to include grooming, clipping, trimming, pulling and plaiting.		PO	PDP
CS19	Recognise and discuss hoof balance. Demonstrate the correct procedure for removal of a shoe in line with current legislation.		PO	PDP
CS20	Plan and implement diets and feeding regimes.		PO	PDP
CS21	Organise the feed room and stock rotation.		PO	PDP
CS22	Coordinate the preparation for travelling horses including supplies, equipment, etc.		PO	PDP
CS23	Plan the transportation of horses by road taking into account current guidelines, documentation requirements and procedures.		PO	PDP
CS24	Prepare a horse for transport, load and unload safely following current health and safety protocol.		PO	PDP
CS25	Supervise and care for horses during and after transportation.		PO	PDP
CS26	Prepare and lunge a horse for exercise using various types of equipment appropriately.		PO	PDP
	Core Behaviours to be assessed		Primary & Secondary Method of Assessment	
CB1	Safe Working Promote, monitor and enhance safe working practices, which must be adhered to at all times with constant situational awareness and adaptability to ensure safety of the horse, themselves and others.		PO	PDP
CB2 (*)	Work Ethic Have a strong work ethic, be a good role model and mentor for others. Be respectful, punctual, reliable, trustworthy and diligent and be prepared to work irregular hours, in all weather conditions. Work effectively and encourage efficiency to meet time deadlines and organisational requirements. Take a pride in their work showing commitment and loyalty whilst conducting themselves in a professional manner.		PO	PDP
CB3 (*)	Responsibility Assume a role of responsibility in the workplace. Organise themselves, delegate tasks, supervise and monitor others and the equines in their care. Show respect, empathy, patience and tolerance in all situations. Work with methods that reduce risk of injury to the horse, themselves or others.		PO	PDP
CB4 (*)	Team Work Have the ability to work in, lead, support and motivate a diverse team. Understand their role within the team and their impact on others. Promote good working relationships, reduce, manage and report conflict within the team when necessary. Contribute to and support the training and development of others.		PO	PDP
CB5 (*)	Communication		PO	PDP

	Respect the need for confidentiality and adhere to data protection policies. Confidently and respectfully communicate with all colleagues, visitors, clients and industry specialists. Show good interpersonal skills and accurately report any concerns, incidents and abnormalities. Know when to ask for, offer and give advice and guidance. Use social media responsibly.			
Route Specific Knowledge (K) and Skills (S) to be assessed (The Apprentice will select one of the five specialised routes)				
	Breeding Specific Knowledge to be assessed	Primary & Secondary Method of Assessment		
BK1	Pedigrees, stud contracts, Codes of Practice, veterinary certificates and the importance of accurate, confidential recording in a global industry.	KT		PDP
BK2	Reproductive anatomy and physiology of both sexes; gestation and parturition processes.	KT		PDP
BK3	Artificial manipulation of the reproductive processes and common veterinary and studwork techniques.	KT		PDP
BK4	The benefits and drawbacks of natural and non-natural covering methods including artificial insemination techniques, embryo transfer and semen collection, evaluation and freezing.	KT		PDP
BK5	Routine management of all breeding and youngstock at grass or stabled throughout the year to include weaning methods and issues.	KT		PDP
BK6	Foaling and the care of mares and neonates to include the management of emergency foaling situations and fostering.	KT		PDP
BK7	Common developmental issues in foals and growing youngstock.	KT		PDP
	Breeding Specific Skills to be assessed	Primary & Secondary Method of Assessment		
BS1	Use correct terminology, paperwork, pedigree knowledge and hygiene practices within regular studwork.		PO	PDP
BS2	Assist with recording breeding information as appropriate.		PO	PDP
BS3	Be able to tease and make recommendations on subsequent actions. Assist with the preparation for coverings.		PO	PDP
BS4 (*)	Prepare a foaling environment and assist during normal foaling, to include examination of the placenta. Recognise non-normal foaling events and the actions to be taken.		PO	PDP
BS5	Manage, monitor and maintain routine care, well-being and handling of breeding and youngstock.		PO	PDP
BS6 (*)	Assist with successful weaning processes and implement fostering programmes and care of orphan foals.		PO	PDP
BS7	Monitor, maintain and manage the health and well-being of breeding and youngstock.		PO	PDP
BS8	Present a male horse correctly for inspection.		PO	PDP
	Driving Specific Knowledge to be assessed	Primary & Secondary Method of Assessment		
DK1	The correct use of full, breast and empathy collars, open and quick release tugs and a variety of driving bits.	KT		PDP

DK2	All parts of a single set of modern composite competition harness including modern adaptations for specific competition vehicles.	KT		PDP
DK3	The fit of a variety of single harness to two and four wheeled vehicles and correct fit of pairs harness.	KT		PDP
DK4	The cleaning of competition harness including patent leather and brass furniture (buckles) to show/ presentation standard.	KT		PDP
DK5	The cleaning and presentation of vehicles for competition to show/ presentation standard including appropriate storage.	KT		PDP
DK6	The extensive requirements of equipment for a show/ turn out including listing all necessary equipment for drivers, horses, carriages and portable stabling.	KT		PDP
DK7	The clothing requirements for both driver and groom for showing/ driving/ trials/ pleasure driving.	KT		PDP
Driving Specific Skills to be assessed		Primary & Secondary Method of Assessment		
DS1	Prepare a turnout for exercise and competition.		PO	PDP
DS2	Harness up and put to with an assistant a pair turnout.		PO	PDP
DS3	Drive a single turnout in a training area and on the highway demonstrating safe rein handling and whip use. School the turnout in basic correct way of going.		PO	PDP
DS4	Exercise horses/ponies in a non driving environment, including being able to lunge or long-rein in an enclosed area to improve the horse and to maintain and embed the horse in correct way of going, using a variety of equipment.		PO	PDP
DS5	Prepare comprehensive equipment lists for shows and events for drivers, horses, carriages and portable stabling.		PO	PDP
DS6	Discuss and initiate methods of loading and transportation of equipment.		PO	PDP
DS7 (*)	Design, coordinate and review a fittening and feeding programme for competition turnout including physiotherapy where necessary.		PO	PDP
DS8	Evaluate the use of specialist equipment in the fittening and training of driving horses.		PO	PDP
Racing Specific Knowledge to be assessed		Primary & Secondary Method of Assessment		
RAK1	The supervision of the Thoroughbred racehorse as a high performance equine athlete and the specific exercise regimes used in the racing industry to prepare and train horses to race.	KT		PDP
RAK2	The early education of the racehorse including the breaking and training process.	KT		PDP
RAK3	The effective supervision of horses and staff in the racing yard, on the gallops, at the races and at public sales venues.	KT		PDP
RAK4	The Orders and Rules of Racing, technical racing terms and vocabulary, racing industry structure and organisation.	KT		PDP
RAK5	Racecourse procedures including saddling up and parade ring protocol	KT		PDP
Racing Specific Skills to be assessed		Primary & Secondary Method of Assessment		

RAS1	Handle Thoroughbred racehorses in and out of full training including young horses and those with training problems.		PO	PDP
RAS2 (*)	Contribute to the early education and effective training of the horse to prepare for, and improve racecourse performance.		PO	PDP
RAS3	Assist in introducing young horses to equipment and tack.		PO	PDP
RAS4 (*)	Ensure compliance with all industry regulatory requirements at the races or sales.		PO	PDP
RAS5 (*)	Prepare horses at the race and assist with saddling up and the parade ring procedures.		PO	PDP
In addition to the above specialist Racing Knowledge and Skills, Equine Groom Apprentices taking the Racing Route will be required to select One of the two racing pathways as follows:				
RAS6 (i) (*)	i)Senior Racing Exercise Grooms: Ride racehorses effectively to improve performance including riding at speed, on all types of surface or any type of horse including young horses, unfit and race-fit horses and those with training problems. Ride alone, in groups and in a string. Ride fast work and school horses through the stalls or over obstacles. Provide accurate feedback on horse performance. Maintain own health and fitness to adhere to industry weight requirements and physical demands of riding for up to six hours a day.		PO	PDP
RAS6 (ii) (*)	ii)Senior Yard Based Grooms: Contribute to the design, implementation, evaluation and modification of individual training programmes for racehorses. Assist with preparing a horse to race fitness through careful consideration of correct work, feeding and healthcare. Assess a horse's current condition, fitness and educational needs prior to planning an appropriate work programme. Assist with the implementation of training programmes. Supervise the effective organisation and maintenance of facilities and resources used to train horses in the commercial racing premises.		PO	PDP
Riding specific Knowledge to be assessed		Primary & Secondary Method of Assessment		
RIK1	The cleaning and preparation of saddlery and equipment for work and competition to the appropriate standard required.	KT		PDP
RIK2	Different saddlery and equipment requirements for work and competition.	KT		PDP
RIK3	The influence of rider position. The principles of equitation theory.	KT		PDP
RIK4	The principles of training to include rhythm, balance, suppleness, straightness and impulsion, the reasons for them and how they influence and develop the horse's way of going.	KT		PDP
RIK5	The use of exercises such as transitions, variation of pace and lateral movements to improve, develop and enhance performance.	KT		PDP
RIK6	The use of exercises over ground poles, understanding related distances/striding to improve, develop and enhance performance.	KT		PDP
RIK7	The different types of jumps and courses for show jumping and cross-country.	KT		PDP
RIK8	The importance of following owner's, employer's and manager's instructions for schooling or exercising.	KT		PDP
Riding Specific Skills to be assessed		Primary & Secondary Method of Assessment		

RIS1	Clean and prepare equipment for work and competition to the appropriate standard.		PO	PDP
RIS2	Prepare horses for work and competition including selecting and fitting correct discipline-specific saddlery and equipment.		PO	PDP
RIS3	Exercise a variety of horses in all paces with and without stirrups maintaining an established position showing balance, independence and a supple seat.		PO	PDP
RIS4	Ride horses of varying levels of fitness and training for exercise, understanding the type of work needed to maintain fitness.		PO	PDP
RS5	School a variety of fit horses with refined and coordinated aids showing feel, respect and an understanding of the horse's way of going to develop the horse appropriately and according to instruction.		PO	PDP
RS6	Ride appropriate exercises including transitions, variation of pace, and lateral movements to improve and develop work.		PO	PDP
RS7	Ride a variety of exercises over ground poles at canter, to enable progression to ride, where practical, over a course of show jumps and cross country fences, showing confidence and control, in a balanced and secure position.		PO	PDP
RS8 (*)	Design, implement and review work and fitness programmes.		PO	PDP
	Non-Riding Specific Knowledge to be assessed		Primary & Secondary Method of Assessment	
NRK1	The cleaning and preparation of saddlery and equipment for work and competition to the appropriate standard required.	KT		PDP
NRK2	Different saddlery and equipment requirements for work and competition.	KT		PDP
NRK3	The importance and requirements of maintenance programmes and how to action and implement them.	KT		PDP
NRK4	The importance of tendering and checking quality of supplies and suppliers.	KT		PDP
NRK5	The significance and benefits of promoting the business through various channels.	KT		PDP
NRK6	The need for, and methods of diversification and the on-going impact on the business.	KT		PDP
NRK7	What is involved in, and how to plan and organise an event, show or activity.	KT		PDP
NRK8	The need for, and methods of delivering and monitoring customer care and satisfaction.	KT		PDP
NRK9	IT skills and use of current workplace software and databases.	KT		PDP
NRK10	Office duties including simple record keeping such as budgets and staff records.	KT		PDP
NRK11	The need for, design of and implementation of programmes for recovery, recuperation and rehabilitation.	KT		PDP
NRK12	The principles of equitation theory.	KT		PDP
	Non-Riding Specific Skills to be assessed		Primary & Secondary Method of Assessment	

NRS1	Clean and prepare equipment for work and competition to the appropriate standard.		PO	PDP
NRS2	Prepare horses for work and competition including selecting and fitting correct discipline-specific saddlery and equipment.		PO	PDP
NRS3 (*)	Coordinate and supervise maintenance programmes for the establishment. Monitor the choice and quality of supplies and suppliers.		PO	PDP
NRS4 (*)	Promote the business through word of mouth, advertising, social media and the internet.		PO	PDP
NRS5 (*)	Plan, organise and implement a variety of events/ shows or activities, whilst constantly looking for ways to diversify and improve the business.		PO	PDP
NRS6	Deliver, monitor, review and improve customer care and satisfaction.		PO	PDP
NRS7	Carry out office duties including using IT for budgets and record keeping.		PO	PDP
NRS8 (*)	Implement, record and review a programme for recovery, recuperation or rehabilitation.		PO	PDP
NRS9 (*)	Design and review work and fitness programmes and implement non-ridden exercise regimes.		PO	PDP
NRS10	Prepare and long-rein a horse for exercise.		PO	PDP