

Equine Groom Level 2 Assessment Plan

SUMMARY

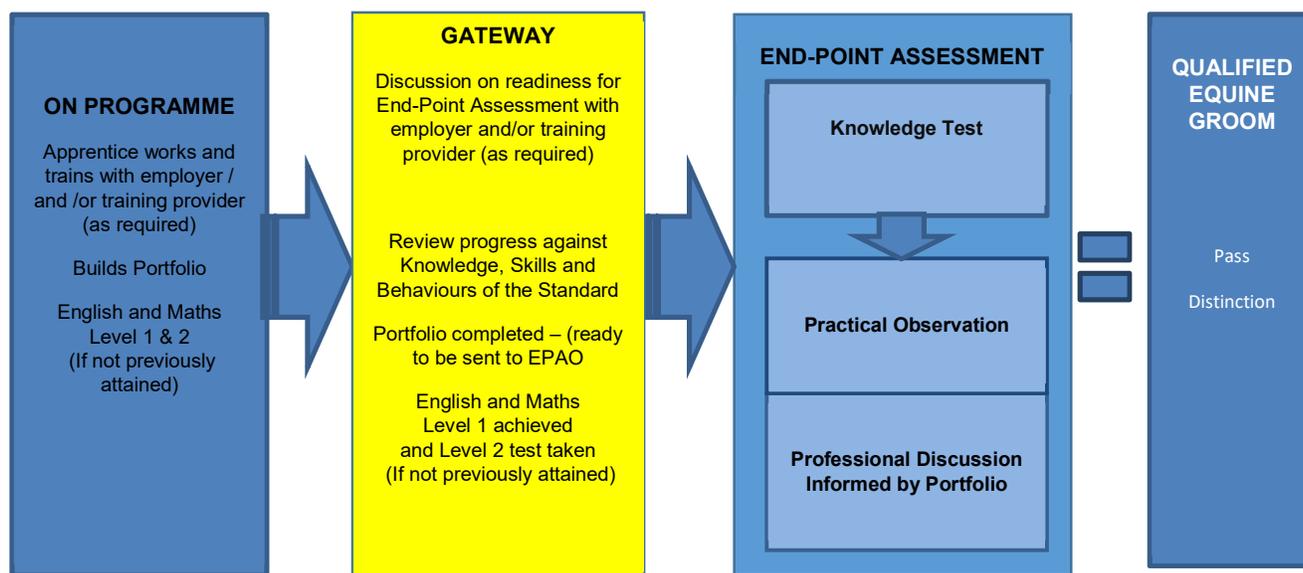
This Assessment Plan covers the Equine Groom apprenticeship that has been developed by employers from across the equestrian sector with input from professional bodies, training providers and awarding organisations.

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 Equine Grooms.

The focus of the apprenticeship is on individuals who are starting their career in the equine 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 12 – 18 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 1 and taking the test for 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 an 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 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 Independent 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.

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

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

- 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		

Professional Discussion (Informed by a Portfolio)	Skills & Behaviours (See ANNEX 1)		
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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. The End-Point Assessment Organisation (EPAO) will develop Assessment Tools using the information contained in the Standard and mapped in Annex 1 and the grade descriptor 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 grooming 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 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 Independent 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 an 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 a * as a minimum for inclusion in the portfolio.

Behaviours

As 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 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 EPAO 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, health and welfare, principles of how horses behave and learn. 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. multiple choice questions, including pictorial and making practice examples available. Reasonable adjustments will be made for those Apprentices with additional learning needs. It will be an on-line or paper based test taken at the workplace or approved centre (invigilated) for the paper based test, which will take 75 minutes and consist of 50 multiple choice questions. 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 collectively hold the bank of questions for the Knowledge Test and the bank will be reviewed annually. The Knowledge Test will be carried out prior 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 50 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 and 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 will use questions and answers where necessary to provide further evidence for anything that the assessor feels needs clarification. 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 5 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 trimming 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. 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.

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. 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 60-75 minutes for the assessment of competency against the 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 in 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 or 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 EPAO's using the grade descriptor 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
- Being seen as a role model by others
- Demonstrates the potential to progress rapidly within the industry

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- 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"> Has displayed insufficient evidence of safe, practical application of skills required in EPA adhering to current 	<ul style="list-style-type: none"> Works safely and efficiently at all times and complies with all current 	<ul style="list-style-type: none"> Works in a way to minimise risk, constantly aware of factors that

	<p>health, safety and security policies and procedures.</p> <ul style="list-style-type: none"> • 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. 	<p>health, safety and security policies and procedures.</p>	<p>could affect themselves, the horse or others.</p>
Yard and Field Routines and Duties	<ul style="list-style-type: none"> • Lacks practical horsemanship skills, is illogical in approach or unable to complete tasks in designated time. • Is unaware of potential hazards and unable to recognise suitable environments for horses. • Is unclear on yard procedures and is unable to select appropriate techniques and methods when assisting with arrival of a new horse. 	<ul style="list-style-type: none"> • Demonstrates practical horsemanship skills with empathy and due regard for horse welfare when carrying out all yard and field duties in the time allocated. • Correctly assesses stabling and grassland environments for horses and is aware of potential hazards. • Selects appropriate techniques and methods that are applied consistently, safely and confidently when assisting with the arrival of a new horse. 	<ul style="list-style-type: none"> • Is organised, proactive and continually manages time effectively, completing tasks under the time allocated with constant attention to detail when carrying out all yard and field duties. • Critically compares different environments and appraises relative advantages and disadvantages for a variety of horses. • Displays a comprehensive understanding of disease control.
Horse Anatomy, Physiology and Welfare	<ul style="list-style-type: none"> • Inadequate recall of basic anatomy, omitting details or showing errors • Lacks awareness of good and poor welfare with regard to horses. 	<ul style="list-style-type: none"> • Demonstrates practical horsemanship skills with empathy and due regard for horse welfare, is able to recognise, identify and describe a range of horses and identify basic anatomy. • Makes sound judgments about horse care and welfare, is able to complete work in the required time and take appropriate actions or report concerns. 	<ul style="list-style-type: none"> • Makes robust and reliable judgments about the aspects of horse care and welfare within their own area of responsibility and is able to offer constructive solutions and actions to routine problems and issues.
Horse Handling, Care and Welfare	<ul style="list-style-type: none"> • Demonstrates a lack of confidence and awareness when dealing with horses. • Inaccuracies when identifying feed and hay and their quality. • Is ineffective when grooming horses and has a lack of coordination and dexterity when trimming 	<ul style="list-style-type: none"> • Demonstrates practical horsemanship skills with empathy and due regard for horse welfare and is able to handle a variety of horses in the workplace. • Is able to identify a variety of feed and hay and their quality. • Can effectively and efficiently groom a horse 	<ul style="list-style-type: none"> • Discusses, selects and demonstrates appropriate methods of preparation of grooming, trimming and plaiting for different occasions such as competition, show or public appearance for a variety of horses. i.e. knowing when and how to trim and what style of

	and plaiting resulting in an untidy or uneven finish.	including checking condition of feet and shoes. <ul style="list-style-type: none"> • Demonstrates appropriate trimming and plaiting techniques, relevant to the workplace, resulting in a tidy and even finish. * 	plaits are appropriate for different disciplines and occasions
Saddlery and Equipment	<ul style="list-style-type: none"> • Is unable to select and fit appropriate saddlery, equipment and horse clothing and cannot correctly remove, clean and store saddlery and equipment. 	<ul style="list-style-type: none"> • Is able to select and fit common saddlery, equipment and horse clothing. • Is able to remove, clean and store saddlery and equipment appropriately • Checks saddlery and equipment for safety and working conditions. 	<ul style="list-style-type: none"> • Is highly organised and proactive in their approach to the task managing time effectively with constant attention to detail. • Is able to select, discuss and fit appropriate saddlery and equipment for a range of different work, show and competition.
Travelling Horses	<ul style="list-style-type: none"> • Does not follow correct procedure for preparing a horse for travel and lacks confidence when assisting with loading and unloading. 	<ul style="list-style-type: none"> • Can appropriately prepare a horse for travel according to workplace practice. • Confidently assists with loading and unloading horses. 	<ul style="list-style-type: none"> • Is highly organised and proactive in both preparation of horse for travel and when assisting with loading and unloading horses with minimal prompting and efficient use of time.
Non- Ridden Exercise	<ul style="list-style-type: none"> • Is unable to appropriately prepare for and provide a variety of non ridden exercise. • Does not follow instructions or adhere to workplace procedures. 	<ul style="list-style-type: none"> • Appropriately prepares horses for non ridden exercise. • Provides non ridden exercise according to instruction and workplace procedures. • Demonstrates basic lungeing techniques with safety and control. 	<ul style="list-style-type: none"> • In addition to confidently providing and discussing yard procedure for non ridden exercise, the apprentice can also discuss and where appropriate demonstrate the wider use of various forms of non ridden exercise for a variety of horses according to environment and work/ exercise needs.
Professional Discussion informed by Portfolio			
	Fail	Pass	Distinction
	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 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 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:	The Apprentice:	The Apprentice
	<ul style="list-style-type: none"> • Lacks breadth of knowledge and or accuracy. • Is unable to give complete explanations of simple concepts and 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. 	<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. • 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, knowledge and understanding. • Shows accurate and reasonable breadth of knowledge. • Conducts themselves in a professional manner and is able to communicate effectively showing respect throughout. 	<ul style="list-style-type: none"> • Consistently speaks confidently and demonstrates understanding of the different concepts or approaches associated within their role as an 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. • Builds a positive rapport when dealing with people.

Grade descriptors- Equine Groom Routes			
Routes			
	Fail	Pass	Distinction
	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:-	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:	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:

	The Apprentice:	The Apprentice:	The Apprentice:
Breeding	<ul style="list-style-type: none"> • Is unable to fully demonstrate safe basic horse handling skills and is unaware of the consequence of poor working practices when dealing with breeding stock. • Has a poor grasp of the teasing and covering procedures and is unable to effectively restrain mares and foals during routine activities. • Is unable to fully explain the stages of foaling and relevant procedures for optimal safety and welfare of horses, self and others. • Is not fully aware of the reproductive cycle and is inaccurate when interpreting teasing results. • Is unable to confidently and correctly present a mare for routine veterinary inspection. • Is unclear on the process relating to disease control and fails to follow safe working practices in this respect. • Is unable to communicate effectively with colleagues and breeding professionals when using equipment, machinery and technology. • Demonstrates a lack of confidence and practical ability when preparing horses for inspection. 	<ul style="list-style-type: none"> • Demonstrate safe competence in handling equines used for breeding purposes including leading a mare through the stocks, catching a mare and foal or youngstock from grass / or stable with due consideration for H&S, restraining a foal during mare inspection and during routine breeding operations. • Monitors the onset of, and assists if required, foaling of an equine and following on procedures.* • Demonstrates an awareness of reproductive status, including the interpretation of teasing results and the specialist care of breeding equines at all stages of the reproductive cycle and the preparation of a mare for routine reproductive veterinary inspection. * • Recognises the importance of and participates in the maintenance of disease control within an equine breeding population. * • Provides practical support to breeding industry specialists using equipment, machinery and technology appropriately as directed.* • Assists with the preparation and show of equines of varying ages, as directed, for commercial and/or private sale including standing a horse up correctly for inspection as per the requirements of the breed/ sale. 	<ul style="list-style-type: none"> • Is highly organised and proactive in their approach to handling and controlling breeding stock. • Manages time effectively and with constant attention to detail, contributes positively to the effective working of a stud. • Displays a comprehensive understanding of equine reproductive procedures. • Compares the appropriate methods of record keeping and supports the specialist care of breeding equines. • Is highly organised and proactive in the control of equine disease and actively contributes to safe working practices. • Works in a way that positively contributes to the effective working environment of a stud, and is constantly aware of the factors that could affect themselves, horses and others. • Is highly organised and meticulous in the preparation and presenting of horses for inspection.

<p>Driving</p>	<ul style="list-style-type: none"> • Is unable to select and fit suitable harness or is unsafe or unsure of procedure to 'put to' with and assistant in either a two or four wheeled vehicle. • Lacks control or confidence when handling horses or is unaware of situations that pose potential risk. • Is unable to follow instruction or communicate appropriately. • Lacks evidence of experience at competition.* • Is unable to adequately prepare for or lacks confidence or control when lunging a horse for exercise. • Is unable to adequately or safely follow instruction or workplace policy when lungeing. • Demonstrates unsafe practice or is unaware of the environment and either overuses the whip or uses the whip ineffectively. 	<ul style="list-style-type: none"> • Selects and fits suitable harness safely and appropriately, with an assistant 'put to' a single turnout in both a two and four wheeled vehicle. • Shows confidence and control of the horse when acting as a groom/ backstepper and is able to communicate and be situationally aware and is able to follow instruction when exercising. • Provides evidence (photo or video) of acting as an integral part of the production team at a competition and confidently controlling a horse in a competition environment.* • Prepares for and confidently lunges a horse for exercise in an enclosed area according to instruction and workplace policy, safely and with control. • Drive a quiet pleasure single turnout in an enclosed area demonstrating safe rein handling, with confidence and spacial awareness and is able to effectively communicate with assistant. Mounts and dismounts in a safe manner and demonstrates appropriate use of the whip. • Is able to take the horses out of vehicle with assistance and unharness horse in a safe manner. 	<ul style="list-style-type: none"> • Is able to select, discuss and fit appropriate saddlery and equipment for a range of different exercise, show and trials. • Is highly aware of the wider environment and is able to evaluate, determine appropriate action and articulate recommendations to the driver. • Discusses and provides evidence of experience at trials or shows showing their role in the preparation of horses, tack and equipment and confidently and competently acting as a groom/ backstepper in the ring under competition conditions.* • Is able to maintain a balanced outline and regulate the pace when driving with forward thinking and planning and is aware of external factors which could affect the horses.
<p>Racing</p>	<ul style="list-style-type: none"> • Has displayed insufficient evidence of employing safe working practices when handling Thoroughbred racehorses. • Is not fully aware of the potential temperamental 	<ul style="list-style-type: none"> • Is able to handle Thoroughbred racehorses in and out of full training. • Correctly fit a variety of specialist racing equipment and tack. • Correctly carries out the specific routines required 	<ul style="list-style-type: none"> • Is highly organised and proactive in their approach to handling and controlling horses at various stages of training, managing time effectively and with constant attention to detail,

	<p>challenges displayed by horses when reaching peak fitness.</p> <ul style="list-style-type: none"> • Is unable to identify and safely fit a range of specialist racing equipment and tack that could compromise the safety and welfare of horse and rider. • Is unclear of industry regulatory requirements, policies and practices when carrying out routine stable and racing duties that could breach the Rules of Racing and bring the sport into disrepute. • Demonstrates a lack of control when exercising racehorses which could, in turn, compromise the safety and welfare of self, horses and others. • Does not correctly prepare and present horses for race in a timely manner that conforms to Racing's regulatory requirements. • Lacks confidence and control when providing the after race care to horses in line with post race regulatory procedures. 	<p>in a racing yard and (in taking horses racing*), complying with industry regulatory requirements, policy and practice.</p> <ul style="list-style-type: none"> • Provides exercise regimes to racehorses as directed and effectively cares for horses prior to and after strenuous work and racecourse performance. • Is able to prepare and lead up a Thoroughbred racehorse at the races in accordance with industry practice and the Rules of Racing. Provides after-race care including compliance with industry regulations and post-race dope testing procedures. 	<p>contributes positively to the effective working of a racing yard.</p> <ul style="list-style-type: none"> • Demonstrates a comprehensive understanding and application of regulatory requirements during routine yard work and on a racecourse. • Is highly organised and proactive when preparing horses for races, speaks confidently and to racing officials and horse connections. • Makes robust and reliable judgements that promotes the care, welfare and safety of horses after racing and explains the reasoning behind judgements made.
<p>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:-</p>			
<p>i) Racing Exercise Groom-</p>			
	<ul style="list-style-type: none"> • Is unable to fully demonstrate the appropriate control, balance and effectiveness when riding racehorses. • Is unable to ride to instructions and limits the performance of the horse. • Lacks awareness of the support required to work in partnership with Racing Yard Based Grooms and is ineffective in following routine yard procedures. 	<ul style="list-style-type: none"> • Provides a ridden exercise regimes to Thoroughbred racehorses according to instructions, safely and in control, with a good, secure and balanced position, in line with yard and industry practice. • Provides practical routine horse care activities that supports the work of the Racing Yard Based Grooms. Maintains industry weight requirements and is 	<ul style="list-style-type: none"> • Confidently rides a significant range of fit racehorses across a range of exercise regimes making a positive contribution to their fitness and education. • Rides to instruction at all times and is able to confidently discuss, analyse and report on each horse's performance.

	<ul style="list-style-type: none"> Does not follow principles of healthy eating and fitness regimes in order to maintain a suitable riding weight and fitness. 	sufficiently fit to ride for up to six hours a day.	
ii) Racing Yard Based Groom -			
	<ul style="list-style-type: none"> Lacks practical horse care skills and is unclear on yard procedures. Does not maintain accurate and effective records. Is unable to operate equipment and technology safely and effectively. 	<ul style="list-style-type: none"> Provides non-ridden exercise regimes to Thoroughbred racehorses safely and according to instruction. Provides practical routine horse care activities that supports the work of the Racing Exercise Grooms. Contributes to yard based industry record keeping, operates equipment, machinery and technology appropriately to assist with the effective organisation and maintenance of the commercial racing business premises*. 	<ul style="list-style-type: none"> In addition to confidently providing and discussing yard procedures for non ridden exercise, the apprentice can also accurately discuss and where appropriate demonstrate the wider use of various forms of non ridden exercise for a variety of Thoroughbred racehorses according to environment and work/ exercise needs and future racing plans. Consistently gives clear, concise and logical explanations that show full comprehension of the theories and reasoning behind decisions taken when selecting and operating a range of equipment, machinery and technology.
Riding	<ul style="list-style-type: none"> Is unable to maintain a basic riding position. Displays a lack of security, balance and control when riding. Is unclear on aids for walk, trot and canter or is unable to follow instruction. Is unconfident or out of control when riding in the open. Is unbalanced and lacks security and control when working over poles or jumps. Is unsafe or poses a risk to the horse, themselves or others when riding on the road. Is unable to safely lead a quiet horse or pony whilst riding another. 	<ul style="list-style-type: none"> Adopts an appropriate basic riding position. Rides an experienced/ schooled horse according to instruction, independently and as part of a group with security, balance and control: <ul style="list-style-type: none"> In an enclosed area. In the open. Over ground poles and where practical, over a short course of fences. On the road or in public places according to all appropriate rules and procedures. Whilst negotiating everyday obstacles/hazards. 	<ul style="list-style-type: none"> Displays an established position with depth of seat and independent of rein in walk, trot and canter. Shows rapport and harmony with the horse in all situations displaying experience and confidence.

		<ul style="list-style-type: none"> On a quiet horse whilst leading another quiet horse or pony. 	
Non-Riding	<ul style="list-style-type: none"> Is unclear on storage of different supplies or procedures and reasons for stock rotation. Is unsure of, or cannot provide evidence of, organisational requirements and maintenance needs of establishment.* Is unable to engage or communicate appropriately with customers or identify their needs. Has a poor grasp or inadequately demonstrates procedures for assisting with appropriate office duties. Misinterprets or lacks understanding of yard based records and their importance. Lacks evidence of assisting Riding Grooms/ Owners and providing non-ridden exercise regimes.* Is unable to prepare for or lacks confidence or control when lunging a horse for exercise. Unable to correctly follow instruction or workplace policy. 	<ul style="list-style-type: none"> Is able to assist with storage of supplies and stock rotation including stock checks of feed, hay and bedding etc. Receiving and checking deliveries and rotating stock to minimise wastage as appropriate. Is able to discuss and demonstrate the requirements for the organisation and maintenance of their workplace and the contribution and role of an equine groom in the establishment.* Engages and communicates appropriately with customers and identifies their needs. Demonstrates procedures for assisting with appropriate office duties. Can interpret and explain yard based records including passports, vaccinations, worming, farriery, dentistry etc. Provides practical routine horse care activities that support the work of Riding Grooms/ Owners and confidently provides non-ridden exercise regimes.* Correctly prepares for and confidently lunges a horse for exercise in an enclosed area according to instruction and workplace policy, safely and with control. 	<ul style="list-style-type: none"> Is able to take responsibility for storage of supplies and stock rotation including organising storage areas to maintain safety and minimise waste and appropriate use of stocks and supplies. Shows evidence of continuous development including initiatives/ solutions that support and improve the organisation and maintenance of the establishment.* Builds rapport with customers and recommends solutions for challenging customer needs. Prioritises office duties to maximise efficiency and output. Organises and actions requirements for yard based records. In addition to confidently discussing yard procedures for non ridden exercise regimes, the apprentice can also accurately discuss and where appropriate, demonstrate the wider use of various regimes and how they can be used in exercise programmes for a variety of horses.*

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 End-Point 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 Assessor's 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 assessment 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 1000 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 that 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 7) will be spent on assessment.

ANNEX 1

An 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).

Equine Grooms will need to demonstrate the core Knowledge, Skills and Behaviours detailed below, plus the specialist Knowledge and Skills for their 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)**).

There are 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 (CK) to be assessed	Primary & Secondary Methods of Assessment		
	Safe Working Practices			
CK1	Current health, safety and security requirements, policies and procedures including Personal Protective Equipment (PPE).	KT		PDP
CK2	Rules and Codes of Practice and ethics relevant to the workplace.	KT		PDP
	Yard and Field Routines and Duties			
CK3	Routine yard and field duties and horse husbandry.	KT		PDP
CK4	The principles of stabling and grassland care.	KT		PDP
CK5	Policies and procedures for new horse(s) arriving on the yard.	KT		PDP
CK6	How to minimise waste and environmental and sustainable working practices.	KT		PDP
	Horse Anatomy, Physiology and Welfare			
CK7	Equine terminology used to describe horses.	KT		PDP
CK8	Basic anatomy and physiology, including the digestive and skeletal systems.	KT		PDP
CK9	The core principles of horse welfare (including health) and care of the sick horse.	KT		PDP
CK10	The basics of current legal welfare requirements.	KT		PDP
CK11	The importance of routine health care and record keeping including veterinary reports, passports, vaccinations, worming, farriery and dentistry, etc.	KT		PDP

	Horse Handling, Care and Appearance			
CK12	The horses' natural instincts, mental abilities and the principles of how horses behave and learn; the different methods of safe handling in various situations.	KT		PDP
CK13	The core principles of horse care including feeding, watering, grooming and foot care.	KT		PDP
CK14	The basics of trimming, clipping and plaiting.	KT		PDP
	Saddlery and Equipment			
CK15	Common workplace saddlery, equipment and clothing used and how to maintain it.	KT		PDP
CK16	A basic awareness of discipline-specific saddlery and equipment.	KT		PDP
	Travelling Horses			
CK17	Current workplace principles and legal requirements relating to commercial transport of horses.	KT		PDP
	Non-Ridden Exercise			
CK18	A variety of non-ridden exercise procedures used in the different workplaces.	KT		PDP
Ref.	Core Skills (CS) to be assessed	Primary & Secondary Methods of Assessment		
	Safe Working Practices			
CS1	Work safely and efficiently at all times and comply with current health, safety and security policies and procedures (including PPE).		PO	PDP
	Yard and Field Routines and Duties			
CS2	Carry out all yard and field duties to include mucking out, skipping out, tidying and cleaning the yard, watering and feeding.		PO	PDP
CS3	Assess suitability of stabling and grassland environments for horses including checking for hazards, etc.		PO	PDP
CS4	Assist with the arrival of a new horse to the yard, following current yard procedures and measures to prevent and control the spread of disease.		PO	PDP
	Horse Anatomy, Physiology and Welfare			
CS5	Recognise, identify and describe horses including sex, height, type, colours and markings.		PO	PDP
CS6	Identify basic anatomy, to include points of the horse.		PO	PDP
CS7	Recognise signs of good and poor welfare (including ill health) and check for injuries.		PO	PDP

CS8 (*)	Report relevant information and assist with medical treatment and other industry specialists, including Senior Groom, Dentist, Farrier, Veterinary surgeon.		PO	PDP
CS9	Ensure the horses' welfare before and after exercise or travel.		PO	PDP
	Horse Handling, Care and Appearance			
CS10	Handle a variety of horses in the workplace to include tying up, leading, trotting up, turning out and catching in.		PO	PDP
CS11	Recognise different types of feed and hay and check their quality.		PO	PDP
CS12	Groom a horse including checking feet and shoes.		PO	PDP
CS13 (*)	Demonstrate trimming and plaiting.		PO	PDP
	Saddlery and Equipment			
CS14	Fit a variety of common saddlery, equipment and horse clothing.		PO	PDP
CS15	Remove, clean and store common saddlery and equipment.		PO	PDP
CS16	Check the safe and effective working condition of all saddlery, equipment and clothing.		PO	PDP
	Travelling Horses			
CS17	Prepare horse(s) for travel using appropriate clothing and equipment.		PO	PDP
CS18	Assist with loading and unloading before and after travel.		PO	PDP
	Non-Ridden Exercise			
CS19	Prepare for and provide a variety of appropriate non-ridden exercise including an introduction to lungeing.		PO	PDP
Ref.	Core Behaviours (CB) to be assessed		Primary & Secondary Methods of Assessment	
CB1	Safe Working Maintain 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. Have the ability to work efficiently to meet time deadlines and organisational requirements.		PO	PDP
CB2 (*)	Work Ethic Have a strong work ethic, a willingness to learn. Be respectful, punctual, reliable, trustworthy and diligent and prepared to work irregular hours, in all weathers. Take a pride in their work, showing commitment and loyalty, whilst conducting themselves in a professional manner.		PO	PDP
CB3 (*)	Responsibility Have responsibility for themselves, others and the equines in their care, showing respect, empathy, patience and tolerance in all situations. Work with methods that reduce any risk of injury to horses, themselves or others. Develop the life skills required to live independently.		PO	PDP

CB4 (*)	Team Work Have the ability to work both individually and as part of a diverse team as required, understanding their role and changing priorities when the situation dictates. Show respect to their fellow workers.		PO	PDP
CB5 (*)	Communication Respect the need for confidentiality and adhere to data protection policies. Communicate effectively with colleagues, supervisors, visitors and clients. Show good interpersonal skills and accurately report any concerns, incidents and abnormalities. Know when to ask for advice or guidance. Use social media responsibly.		PO	PDP
Route Specific Knowledge (K) and Skills (S) to be assessed (The Apprentice will select one of the five specialised routes)				
Ref.	Breeding Specific Knowledge to be assessed	Primary & Secondary Methods of Assessment		
BK1	Principles of equine reproduction to include the initial mating decisions, the importance of teasing, monitoring pregnancy and weaning.	KT		PDP
BK2	Specific principles of care and welfare including health related to maintaining breeding equines and offspring.	KT		PDP
BK3	Methods, equipment and technology currently used to breed and register equines.	KT		PDP
BK4	The basics of preparing equines for commercial or private sale.	KT		PDP
BK5	The main diseases relating to breeding equines and the relevant industry Codes of Practice.	KT		PDP
BK6	Problems that may happen with covering stallions, foaling mares and young stock throughout their early years.	KT		PDP
Ref.	Breeding Specific Skills to be assessed	Primary & Secondary Methods of Assessment		
BS1 (*) part	Demonstrate basic safe competence in handling equines used for breeding purposes including leading a mare through the stocks, catching a mare and foal or youngstock from grass/ or stable with due consideration for H&S, restraining a foal during mare inspection or cover and (assisting with teasing and covering*)		PO	PDP
BS2 (*)	Observe the onset of, and assist if required, foaling of an equine and following on procedures.		PO	PDP
BS3	Demonstrate an awareness of reproductive status including the interpretation of teasing results and the specialist care of breeding equines at all stages of the reproductive cycle and the preparation of a mare for routine reproductive veterinary inspection.		PO	PDP
BS4 (*)	Recognise the importance of; and participate in, the maintenance of disease control within an equine breeding population.		PO	PDP
BS5 (*)	Assist with the work of breeding industry specialists using equipment, machinery and technology appropriately as directed.		PO	PDP
BS6	Assist with the preparation and show of equines of varying ages, as directed, for commercial and/or private sale including standing a horse up correctly for inspection as per the requirements of the breed/ sale.		PO	PDP
Ref.	Driving Specific Knowledge to be assessed	Primary & Secondary Methods of Assessment		
DK1	All parts of a single set of harness.	KT		PDP

DK2	The correct single harness to use with two and four wheeled vehicles with independent shafts.	KT		PDP
DK3	Correct fit of single harness to two and four wheeled vehicles.	KT		PDP
DK4	The procedures for harnessing up and putting to with an assistant and safe areas to do so.	KT		PDP
DK5	The basic principles of cleaning leather and composite leather harness.	KT		PDP
DK6	Cleaning of wooden and metal vehicles, safe storage of two and four wheeled vehicles.	KT		PDP
DK7	The core principles of long reining for exercise and the equipment used.	KT		PDP
DK8	Basic understanding of the guidelines for driving a horse and carriage on the public highway.	KT		PDP
Ref.	Driving Specific Skills to be assessed	Primary & Secondary Methods of Assessment		
DS1	Harness up and put to with an assistant a single turnout in both a two and four wheeled vehicle.		PO	PDP
DS2 (*)	Act as a groom/ backstepper in exercising/show/trials (select one discipline).		PO	PDP
DS3	Exercise horses/ponies in a non driving environment, to be able to lunge or long rein in an enclosed area, in a circle for exercise purposes.		PO	PDP
DS4	Drive a quiet pleasure single turnout in an enclosed area demonstrating safe rein handling, turns to the left and right, in the walk and trot. To be able to halt. Mount and dismount in a safe manner. Demonstrate safe use of the whip.		PO	PDP
DS5	Take horse out of vehicle with assistance and unharness horse in a safe manner.		PO	PDP
Ref.	Racing Specific Knowledge to be assessed	Primary & Secondary Methods of Assessment		
RAK1	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 specific routines for working in a racing yard and taking horses racing including how to care for horses prior to and after strenuous work and racecourse performance.	KT		PDP
RAK3	The regulatory requirements for adhering to industry policy and practice, including security procedures in the yard, at the races and at public sales venues.	KT		PDP
RAK4	Technical racing terms and vocabulary, the racing industry structure and key organisations.	KT		PDP
RAK5	The industry protocol for taking a horse racing and how to lead up a Thoroughbred racehorse at the races.	KT		PDP
Ref.	Racing Specific Skills to be assessed	Primary & Secondary Methods of Assessment		
RAS1	Handle Thoroughbred racehorses in and out of full training. Fit a variety of specialist racing equipment and tack.		PO	PDP

RAS2 (* part)	Carry out the specific routines required in a racing yard and (in taking horses racing*), complying with industry regulatory requirements, policy and practice.		PO	PDP
RAS3	Provide exercise regimes to racehorses as directed and effectively care for horses prior to and after strenuous work and racecourse performance.		PO	PDP
RAS4 (*)	Prepare and lead up a Thoroughbred racehorse at the races in accordance with industry practice and the Rules of Racing. Provide after race care including compliance with industry regulations and post-race dope testing 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 two racing pathways as follows:-				
RAS5 (i)	i)Racing Exercise Groom- Provide ridden exercise regimes to Thoroughbred racehorses according to instructions, safely and in control, with a good, secure and balanced position, in line with yard and industry practice. Support the work of the Racing Yard Based Grooms. Maintain industry weight requirements and be sufficiently fit to ride for up to six hours a day.		PO	PDP
RAS5 (ii) (* part)	ii)Racing Yard Based Groom - Provide non-ridden exercise regimes to Thoroughbred racehorses safely and according to instruction. (Support the work of the Racing Exercise Grooms. Contribute to yard based industry record keeping, operate equipment, machinery and technology appropriately to assist with the effective organisation and maintenance of the commercial racing business premises*.)		PO	PDP
Ref.	Riding Specific Knowledge to be assessed	Primary & Secondary Methods of Assessment		
RIK1	The fundamental importance of adopting a correct riding position.	KT		PDP
RIK2	Different riding styles appropriate to different disciplines and situations.	KT		PDP
RIK3	School rules and regulations.	KT		PDP
RIK4	Riding terminology including paces/ aids/ school figures.	KT		PDP
RIK5	How to ride in the open with consideration for weather, hazards and varied terrain.	KT		PDP
RIK6	The use of pole work to include distances of trot poles and basic principles of jumping.	KT		PDP
RIK7	The Highway and Country Code and safe protocol for riding on the road and public places.	KT		PDP
RIK8	The importance of riding according to instruction.	KT		PDP
RIK9	An awareness of customer needs and how this can influence customer care.	KT		PDP
Ref.	Riding Specific Skills to be assessed	Primary & Secondary Methods of Assessment		
RIS1	Adopt an appropriate basic riding position.		PO	PDP
RIS2	Ride an experienced/schooled horse according to instruction, independently and as part of a group in an enclosed area.		PO	PDP
RIS3	Ride in a balanced, secure position showing control in walk, trot and canter, working with and without stirrups whilst demonstrating movements i.e. circles, turns, etc.		PO	PDP

RIS4	Ride in the open, in a forward seat according to instruction with control, security and balance.		PO	PDP
RIS5	Ride with a balanced, secure, forward seat over ground poles at trot to enable progression to ride, where practical, over a short course of fences with control, security and balance.		PO	PDP
RIS6	Ride on the road or in public places according to laid down procedures, Highway and Country Codes. Open & close a gate whilst mounted.		PO	PDP
RIS7	Negotiate everyday obstacles/hazards with control, security and balance.		PO	PDP
RIS8	Ride a quiet horse whilst leading another quiet horse or pony.		PO	PDP
Ref.	Non Riding Specific K & S to be assessed	Primary & Secondary Methods of Assessment		
NRK1	The importance of stock rotation and maintenance and storage of supplies and equipment.	KT		PDP
NRK2	What is involved in maintaining an establishment and how this can be organised.	KT		PDP
NRK3	An awareness of customer needs and how this can influence customer care.	KT		PDP
NRK4	Appropriate office duties including answering the telephone, processing information and basic IT system and skills used in the workplace.	KT		PDP
NRK5	The benefits and practice of lungeing and the equipment involved.	KT		PDP
Ref.	Non Riding Specific Skills to be assessed	Primary & Secondary Methods of Assessment		
NRS1	Assist with storage of supplies and stock rotation.		PO	PDP
NRS2 (*)	Contribute to the organisation and maintenance of establishment.		PO	PDP
NRS3 (*)	Engage with customers and identify their needs.		PO	PDP
NRS4	Assist with appropriate office duties including answering the telephone, processing information and use workplace IT systems.		PO	PDP
NRS5 (*)	Contribute to yard based records including passports, vaccinations, worming, farriery, dentistry etc.		PO	PDP
NRS6 (*) part	(Assist and support Riding Grooms*) and provide non-ridden exercise regimes.		PO	PDP
NRS7	Prepare for and lunge a horse for exercise in an enclosed area according to instruction.		PO	PDP