

BHSQ Level 1 Diploma in Work Based Horse Care

Qualification specification



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Version	Revision date	Reason
3	14/10/2019	Change of awarding body name from Equestrian Qualifications GB Ltd (EQL) to BHS Qualifications (BHSQ)

Please note: This document is uncontrolled once printed. Please check with BHSQ for the most up to date version.

INTRODUCTION

BHS Qualifications (BHSQ) is an awarding organisation recognised and regulated by the Office of the Qualifications and Examinations Regulator (Ofqual) in England, SQA Accreditation in Scotland, Qualifications Wales (QW) and the Council for the Curriculum, Examinations and Assessment (CCEA) in Northern Ireland. BHSQ works in partnership with a variety of organisations to develop and award qualifications for the Equestrian Industry. This ensures BHSQ qualifications are fit for purpose for the sector.

As the awarding organisation, BHSQ is responsible for the processes through which learners seek and obtain certification for their achievements. BHSQ is responsible for verifying that assessment practice in approved centres is conducted systematically, effectively, securely and to national standards specified within the qualification.

To achieve this BHSQ has in place:

1. A certification system

- This processes learner enrolment data, issues certificates and keeps long term records of learners and certificates.

2. A quality assurance system

- This provides criteria and procedures for centre approval and ongoing centre monitoring to ensure the required standards are met.
- This ensures that assessment of learners against qualification standards is carried out appropriately and in accordance with the terms of accreditation and that assessment is effective, objective and consistent wherever and whenever it takes place.

BHSQ and BHSQ approved centres share an organisational role in ensuring quality assurance. These centres demonstrate they meet a set of required standards. These centres will have a series of policies and procedures in place and these should be made available to learners, these include:

The centre will have documentation in place to support the following:

- Appeals
- Complaints
- Conflict of interest
- Data protection
- Equality and diversity
- Health and safety including risk management
- Internal verification
- Malpractice and maladministration
- Reasonable adjustments
- Special considerations
- Recognition of prior learning
- Safeguarding
- Recruitment and selection
- Whistleblowing
- Registration
- Certification

In addition, approved centres and assessment venues will be required to have appropriate resources to meet the requirements of the specifications and to support learners well.

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Only a learner, who has been judged to be competent against the assessment criteria, can be certificated for the award. Accurate, successful and effective quality assurance depends on all individuals involved in BHSQ qualifications, having confidence in assessment and verification decisions made. If a learner does not achieve the required standards, there are opportunities for reassessment. The BHSQ approved centre will be able to detail this.

Furthermore when BHSQ issues a certificate to state the learner has successfully achieved this qualification, this should not be taken as an endorsement of suitability of employment or contracting. Normal business practice should take place when recruiting in equine along with any subsequent employment or other activity.

BHSQ has age restrictions stated in its qualifications. These are carefully considered given the nature of equine, especially working with horses. The safety and risk assessment of all, but particularly those under the age of 18, must be carefully considered.

How BHSQ uses personal information:

Personal data is protected under current data protection regulations. BHS Qualifications, as a wholly owned subsidiary of The British Horse Society (BHS), abides by the BHS privacy policy. For more details please refer to the privacy policy detailed on the website:

<https://www.bhsq.co.uk/privacy-and-cookies>

or email dataprotection@bhs.org.uk

FOR REFERENCE: these are the regulators definition of the following terms:

Total qualification time (TQT)

The number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.

Total qualification time is comprised of the following two elements:

- (a) the number of hours which an awarding organisation has assigned to a qualification for guided learning, and
- (b) an estimate of the number of hours a learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

Credit

Where a credit value is assigned to a qualification, that value must be equal to one tenth of the total qualification time (TQT) assigned to that qualification, rounded to the nearest whole number.

Guided learning hours (GLH)

The activity of a learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

For these purposes the activity of ‘participating in education or training’ shall be treated as including the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training.

BHSQ Level 1 Diploma in Work Based Horse Care

Purpose

By successfully completing this qualification, learners will be able to carry out a basic range of routine tasks related to the care and use of horses under supervision. Learners will be able to obtain work as a groom and yard worker in equine establishments as they will possess the skills and knowledge required to care for horses under supervision and to carry out general stable management routines.

This qualification will offer the learner a sound foundation to progress into employment and future learning and development in horse care. Learners can progress to BHSQ Level 2 Diploma in Work Based Horse Care.

The qualification is made up of 10 practical units and 10 principle units, covering the knowledge-based elements of practical delivery. When credited to learners, these will be a valuable guide to their ability to carry out a particular task in a stable yard or stud. It is desirable that learners should obtain the majority of their training and assessment in the workplace.

There are also 4 additional units, which do not form part of the qualification but are available to learners who have an interest in achieving some basic riding units.

The learner will work on the yard sufficiently in order to learn, develop and practice the skills required to demonstrate competence covering the full daily and weekly yard routine.

Assessment is carried out through continuous assessment at the learner's place of work or at an approved assessment site.

To successfully complete this qualification it is expected to take 410 hours. This is known as total qualification time (TQT).

Entry Requirements

- Learners must be a minimum 14 years of age to take this qualification.
- As the qualification includes practical tasks, learners will benefit from being physically fit.
- Learners do not need to have completed any other qualifications prior to taking this qualification.

Please note this qualification is specifically aimed at those between the age of 14 – 19 years. For those learners over the age of 19 years this qualification may be suitable in order to re-train and develop basic skills in horse care as an alternative career.

Initial assessment

An initial assessment of the learner's prior knowledge, experience and skills will be carried out by the centre to identify the individual's starting point and any learning and support needs. This will enable the centre to design an individual learning plan which will provide the structure for the learner's training, learning and practice.

If a learner requires any reasonable adjustments or special considerations they should refer to the centre's Reasonable Adjustments and Special Considerations policies and apply as appropriate.

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Assessment

There will be continuous assessment of the learner's performance in a real working environment that reflects industry practices. This will be at an approved assessment venue attached to an BHSQ approved centre. The learner will be allocated an assessor(s), who teaches, assesses and credits each defined task by observing the performance of the learner over a period of time. The learner will only be credited when performance has been proved without doubt. A learner will not be able to omit any part of the syllabus. Assessments will be carried out in the stable yard in order that the learner can demonstrate both practical skills and knowledge.

This qualification is assessed as achieved / not at required level.

The centre's internal verifier will verify assessments made by assessors for reliability and quality. Internal verifiers will visit places of employment to check that local assessments have been completed accurately, to endorse the necessary records and to offer advice if required.

BHSQ external quality assurers will ensure the even application of standards throughout the country and the accuracy of assessment.

Achievement

Full qualification certificates will be issued to learners who complete all the mandatory units of this qualification. Recognition of unit achievement will be issued to learners who complete individual units or the additional riding units.

The information provided is correct at the time of production. Occasionally BHSQ may update this information, updates will be provided to centres. It is the centre's responsibility to ensure personnel involved in the delivery of this qualification, has access to and understand the requirements detailed in this document.

BHSQ Level 1 Diploma in Work Based Horse Care – unit listing

In order to achieve the full qualification learners must complete all the mandatory units totalling 41 credits, however these units can also be built up over a period of time where unit certification can be applied for. The qualification is made up of 10 practical units and 10 units covering the knowledge-based elements of the practical delivery.

There are also 4 additional units that can be achieved covering the basic requirements for riding horses, however these do not form part of the full qualification.

Core Mandatory Units

BHSQ/Unit Reference	Unit Title	Credit Value	GLH	Page No
L1:1 A/600/0463	Assist with feeding and watering horses	2	18	7
L1:2 M/600/0461	Principles of feeding and watering horses	2	18	8
L1:3 K/502/5655	Groom and wash horses under direction	3	27	9
L1:4 D/502/5653	Principles of grooming and washing horses under direction	1	9	10
L1:5 J/600/0465	Assist with cleaning the stables and yard	4	36	11
L1:6 F/600/0464	Principles of cleaning the stables and yard	3	27	12
L1:7 M/600/0413	Assist with putting on and taking off horse rugs	2	18	13
L1:8 J/600/3091	Principles of putting on and taking off horse rugs	2	18	14
L1:9 D/600/0407	Assist with putting on and taking off tack	3	27	15
L1:10 L/600/3089	Principles of putting on and taking off tack	1	9	16
L1:11 R/600/0422	Assist with cleaning tack and horse clothing	2	18	17
L1:12 R/600/3093	Principles of cleaning tack and horse clothing	2	18	18
L1:13 H/600/0425	Lead and control a horse for inspection under direction	2	18	19
L1:14 T/600/0428	Principles of leading and controlling a horse for inspection under direction	1	9	20
L1:15 A/600/0432	Catch and move horses under direction	2	18	21
L1:16 J/600/0434	Principles of catching and moving horses under direction	1	9	22
L1:17 J/600/2460	Maintain Health and Safety in the Workplace	3	27	23

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BHSQ/Unit Reference	Unit Title	Credit Value	GLH	Page No
L1:18 T/600/2471	Principles of Maintaining Health and Safety in the Workplace	2	18	24
L1:19 D/600/0374	Maintain good working relations with others	2	18	25
L1:20 A/600/0379	Principles of maintaining good working relations with others	1	9	26

Additional Units

BHSQ/Unit Reference	Unit Title	Credit Value	GLH	Page No
L1:21 R/600/0386	Mount and dismount quiet horses under supervision	2	18	27
L1:22 K/600/0393	Principles of mounting and dismounting quiet horses under supervision	1	9	28
L1:23 J/600/0398	Ride horses in an enclosed area under supervision	3	27	29
L1:24 M/600/0394	Principles of riding horses in an enclosed area	2	18	30

TITLE	Assist with feeding and watering horses (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:1 - A/600/0463

Unit purpose and aims

This unit provides the learner with the basic skills required for providing routine feeding and watering to individual and groups of horses, working in supervised environments.

Assessor guidance

The learner must be able to provide feed, hay and water for fairly quiet grass and stable kept horses. They must show a regard for safety and an awareness of how horses behaviour may change at feeding times.

Practical task sheets

- Provide feed for stable kept horse
- Provide feed for grass kept horses
- Provide forage for stable kept horse
- Provide forage for grass kept horses
- Provide water for stable kept horse
- Provide water for grass kept horses

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to assist with providing feed and water for stabled and grazing horses	1.1 Feed horses according to instructions, to include both forage and concentrate 1.2 Supply horses with water using the correct sources, system and quantities 1.3 Report any changes in the feeding and drinking habits of horses to the appropriate person 1.4 Clean and replace equipment, ensuring it is ready for use
2. Be able to work safely	2.1 Dispose of waste from feeding safely and correctly 2.2 Maintain the health and safety of horses, self and others 2.3 Correctly identify and report any hazards to the appropriate person

TITLE	Principles of feeding and watering horses (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:2 - M/600/0461

Unit purpose and aims

This unit provides the learner with the knowledge required for providing routine feeding and watering to individual and groups of horses, working in supervised environments.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to provide feed and water to stabled and grazing horses	1.1 Describe methods of feeding and watering horses throughout the year 1.2 State the normal feeding habits of horses and why it is important to report any changes 1.3 List the types of changes in horses' feeding habits which may occur 1.4 State how equipment should be cleaned, maintained and stored 1.5 State the hygiene requirements of horses, self and others 1.6 State changes in horses' behaviour at feeding time, and safety awareness
2. Know how to work safely	2.1 State the health and safety policy, and own responsibility under health and safety legislation 2.2 State how waste should be disposed of 2.3 State health and safety practice when feeding including groups of loose horses

TITLE	Groom and wash horses under direction (level 1)
CREDIT VALUE / GLH	3 / 27
BHSQ / UNIT REFERENCE	L1:3 - K/502/5655

Unit purpose and aims

This unit provides the learner with the basic skills required for caring for horses under the direction of a supervisor and covers grooming and washing horses. You will need to be fully aware of the importance of health and safety in connection with this work.

Assessor guidance

The learner must groom grass and stable kept horses. Quarter a horse prior to exercise and carry out post exercise routines such as washing of legs and sponging off.

Practical task sheets

Quarter a stable kept horse

Groom a stabled kept horse

Groom a grass kept horse

Sponge off after exercise

Wash feet and legs after exercise or for cleaning

Wash a horse's tail

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to groom and wash horses	1.1 Wash feet and legs according to the approved method 1.2 Wash tail according to approved method 1.3 Sponge the horse down in accordance with instructions 1.4 Groom the horse ready for exercise 1.5 Groom the horse after exercise 1.6 Report concerns regarding changes in the condition of the shoes to the appropriate person 1.7 Identify and report hazards to the appropriate person
2. Be able to select, use and maintain relevant equipment	2.1 Select and use grooming or other appropriate equipment according to instruction 2.2 Prepare, maintain and store grooming or other appropriate equipment correctly after use to ensure that equipment is in a safe and effective working condition
3. Be able to work safely	3.1 Work in a way which maintains health and safety and security of horse, self and others during work which is consistent with relevant legislation, codes of practice and any additional requirements

TITLE	Principles of grooming and washing horses under direction (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:4 - D/502/5653

Unit purpose and aims

This unit provides the learner with the knowledge required for caring for horses under the direction of a supervisor and covers grooming and washing horses. You will need to be fully aware of the importance of health and safety in connection with this work.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to groom and wash horses	1.1 Describe the dangers of a dusty environment 1.2 Describe the dangers of wearing perfume and jewellery 1.3 Describe the different types of grooming techniques and when to use them 1.4 Describe importance of drying legs after washing 1.5 Describe different grooming requirements of stabled and grass kept horses 1.6 State the reasons why changes in the condition of the shoes (e.g. loose, lost, damaged) must be reported 1.7 Identify the items of the grooming kit
2. Know the types of equipment required and how to maintain them	2.1 Describe the equipment which will be required for the activity and are commonly used 2.2 Describe the methods of maintaining the range of equipment in a fit state for use
3. Know relevant health and safety legislation and environmental good practice	3.1 Outline the current health and safety legislation, codes of practice and any additional requirements 3.2 Describe how environmental damage can be minimised 3.3 Describe the correct methods for disposing of organic and inorganic waste

TITLE	Assist with cleaning the stables and yard (level 1)
CREDIT VALUE / GLH	4 / 36
BHSQ / UNIT REFERENCE	L1:5 - J/600/0465

Unit purpose and aims

This unit provides the learner with the basic skills required for maintaining the stable and yard areas by cleaning, mucking out and maintaining the welfare of the horse. This unit also includes bedding down using any of the following: straw, shavings, paper, rubber matting or other alternative.

Assessor guidance

The learner must be able to skip out, muck out and bed down with a quiet horse in the stable according to industry/yard practice. They must be seen to be working with two of the bedding types listed above. If rubber matting is used, there must be some form of bedding on top.

Practical task sheets

Skip out

Muck out and bed down

Complete disinfection

Maintain tidiness on the yard throughout the day

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to assist with cleaning stables	1.1 Tie the horse up safely and securely 1.2 Clean stables, to include skip out, full muck out and disinfection 1.3 Dispose of waste according to instructions 1.4 Select bedding and bed down according to instructions 1.5 Replace water and food containers when cleaning is complete 1.6 Replace equipment according to instructions
2. Assist with cleaning the yard	2.1 Keep the yard clean and maintain the muck area in accordance with instructions 2.2 Clean surface drains to ensure the free flow of excess water 2.3 Report faults and defects immediately to the appropriate person
3. Be able to work safely	3.1 Maintain the health and safety and welfare of horses, self and others 3.2 Correctly identify and report any hazards to the appropriate person 3.3 Select, check and use equipment correctly

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TITLE	Principles of cleaning the stables and yard (level 1)
CREDIT VALUE / GLH	3 / 27
BHSQ / UNIT REFERENCE	L1:6 - F/600/0464

Unit purpose and aims

This unit provides the learner with the knowledge required for, maintaining the stable and yard areas by cleaning, mucking out and maintaining the welfare of the horse.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to clean stables and yard	1.1 State the horses' basic welfare requirements and how to maintain their health and well-being 1.2 List the types of bedding used in stabling to maintain horses' health and well-being 1.3 State how to handle horses and tie horses up safely and securely 1.4 List the types of equipment used when cleaning stables and describe how to use and store them correctly 1.5 Give reasons for personal hygiene as it applies to working on the yard 1.6 State reporting procedures and to whom faults and defects should be reported
2. Know how to work safely	2.1 State own responsibilities under animal welfare and health and safety legislation 2.2 List types of hazards which may be present in the stables and yard and state how these should be removed or controlled 2.3 State health and safety implications associated with drains and muck heaps and how to dispose of waste safely and correctly 2.4 State the correct use of disinfectants and legislative requirements that apply to their use 2.5 State the procedures in icy and adverse weather conditions

TITLE	Assist with putting on and taking off horse rugs (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:7 - M/600/0413

Unit purpose and aims

This unit provides the learner with the basic skills required for correctly fitting, putting on and taking off horse rugs.

Assessor guidance

The learner must be seen to correctly put on, fit and remove all of the following types of horse rugs:

- rugs with leg straps
- rugs with cross surcingles
- rugs with separate rollers
- under rugs

Practical task sheets

Apply rugs - stable and turn out rugs

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to assist with putting on, and taking off horse rugs	1.1 Put on rugs according to instructions, to include under rugs and top rugs 1.2 Remove, fold and store rugs according to instructions 1.3 Report any problems and potential hazards to the appropriate person 1.4 Adjust rugs under supervision
2. Be able to work safely	2.1 Maintain the health, safety and security of horse, self and others during the work

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TITLE	Principles of putting on and taking off horse rugs (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:8 - J/600/3091

Unit purpose and aims

This unit provides the learner with the basic knowledge required for correctly fitting, putting on and taking off horse rugs.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to put on and take off horse rugs	1.1 State the potential hazards when using rugs with leg straps 1.2 Give the reasons for ensuring the rugs are applied correctly 1.3 State the procedure to follow if rugs slip 1.4 State how to apply and remove the horse rug 1.5 State how to fold and store rugs 1.6 State the types of problems which may occur and to whom they should reported
2. Know how to work safely	2.1 State safety precautions to be taken whilst putting on and taking off horse rugs

TITLE	Assist with putting on and taking off tack (level 1)
CREDIT VALUE / GLH	3 / 27
BHSQ / UNIT REFERENCE	L1:9 - D/600/0407

Unit purpose and aims

This unit provides the learner with the basic skills to be able to tack up and untack the horse, putting on and taking off tack. Appropriate levels of hygiene must be maintained throughout the activity, which will be undertaken in a closely supervised context.

Assessor guidance

The learner should be sufficiently practiced at tacking up and untacking horses known to them, according to industry/yard requirements. They should be able to recognise when tack is worn, broken or ill-fitting and to report to their supervisor.

Practical task sheets

Tack up – saddle, numnah, snaffle bridle, neck strap, exercise boots

Remove tack – saddle, numnah, snaffle bridle, neck strap, exercise boots

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to assist with putting on and taking off tack	1.1 Identify and approach the horse in a manner which minimises risk, according to instructions 1.2 Tack up correctly according to instructions, to include snaffle bridle, saddle, numnah, neck strap, exercise boots 1.3 Report any difficulties to the appropriate person 1.4 Remove tack after work and store it in the required place
2. Be able to work safely	2.1 Maintain the health and safety and welfare of the horse, self and others during the work

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TITLE	Principles of putting on and taking off tack (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:10 - L/600/3089

Unit purpose and aims

This unit provides the learner with the basic knowledge to be able to tack up and untack the horse, putting on and taking off tack. Appropriate levels of hygiene must be maintained throughout the activity, which will be undertaken in a closely supervised context.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to put on and take off tack	1.1 State how to recognise if the tack is likely to cause the horse discomfort or be unsafe 1.2 State how to secure the horse if it needs to be left when tacked up 1.3 List the parts of bridle and basic parts of the saddle, and the individual horse's equipment 1.4 Describe horse identification through colours and markings 1.5 State how to tack up and un-tack horses 1.6 State the types of difficulties which may occur and to whom these should be reported 1.7 State how and where to store tack
2. Know how to work safely	2.1 State safety precautions to be taken while tacking up

TITLE	Assist with cleaning tack and horse clothing (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:11 - R/600/0422

Unit purpose and aims

This unit provides the learner with the basic skills required for cleaning and washing tack and horse clothing.

Assessor guidance

The learner must be seen carrying out daily cleaning and weekly tack cleaning routines. They must be seen cleaning boots, bandages, numnahs and rugs.

Practical task sheets

Clean tack – daily clean

Clean tack – weekly clean

Clean – rugs; manmade girths; numnahs, boots and bandages

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Assist with cleaning tack and horse clothing	1.1 Carry out routine cleaning of tack and horse clothing according to instructions 1.2 Identify and report faults and defects in the tack and horse clothing to the appropriate person 1.3 Identify and report any hazards to the appropriate person
2. Be able to work safely	2.1 Maintain the health, safety and security of self and others during work

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TITLE	Principles of cleaning tack and horse clothing (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:12 - R/600/3093

Unit purpose and aims

This unit provides the learner with the basic knowledge required for cleaning and washing tack and horse clothing.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to clean tack and horse clothing	1.1 State the dangers of unsafe stitching or damaged tack 1.2 Give the reasons for regular cleaning of tack and clothing 1.3 State the problems vermin may cause when storing tack 1.4 State how to store clothing and tack 1.5 Identify the basic parts of the saddle and bridle 1.6 State how to carry out routine cleaning of tack and clothing 1.7 State how to use cleaning equipment
2. Know how to work safely	2.1 Describe health and safety requirements within the workplace

TITLE	Lead and control a horse for inspection under direction (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:13 - H/600/0425

Unit purpose and aims

This unit provides the learner with the basic knowledge required for routine handling and moving of horses for inspection. The work described in this unit would be carried out under close supervision. It is relevant if you are involved in the routine handling of horses, including trotting up for soundness. This unit involves walking and trotting horses in hand for routine inspection and investigation.

Assessor guidance

The learner must be able to trot a horse up and stand it up for inspection, when for example a vet visits or a horse is being sold.

Practical task sheets

Trot a horse up

Stand a horse up for inspection

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to lead and control a horse for inspection	1.1 Maintain control of the horse by using suitable tack and control techniques including with a head collar and a bridle 1.2 Move the horse for health and soundness inspections according to instructions 1.3 Lead and control the horse for inspection in accordance with instructions 1.4 Wear the appropriate protective clothing
2. Be able to select, use and maintain relevant equipment	2.1 Select appropriate equipment for this area of work 2.2 Prepare, maintain and store equipment in a safe and effective working condition
3. Be able to work safely	3.1 Work in a way which maintains health and safety and security of horse, self and others during work which is consistent with relevant legislation, codes of practice and any additional requirements

TITLE	Principles of leading and controlling a horse for inspection under direction (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:14 - T/600/0428

Unit purpose and aims

This unit provides the learner with the knowledge required for the handling and moving of horses for inspection. The work described in this unit would be carried out under close supervision. It is relevant if you are involved in the routine handling of horses, including trotting up for soundness. This unit involves walking and trotting horses in hand for routine inspection and investigation.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know the principles of leading and controlling a horse for inspection	1.1 State when it is necessary to control horses and describe the potential dangers involved 1.2 State the reasons for safety procedures and identify protective clothing 1.3 Identify precautions to be taken when controlling horses 1.4 Describe methods for controlling the horse 1.5 Describe the correct use of tack 1.6 State the types of inspection and healthcare procedures which are used
2. Know the types of equipment required and how to maintain them	2.1 Describe the equipment which will be required for the activity 2.2 Describe the methods of maintaining the range of equipment ready for use
3. Know relevant health and safety legislation and environmental good practice	3.1 Outline the current health and safety legislation, codes of practice and any additional requirements

TITLE	Catch and move horses under direction (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:15 - A/600/0432

Unit purpose and aims

This unit provides the learner with the basic skills required for the routine handling and moving of horses between field and stable. The work described in this unit would be carried out under close supervision. It is relevant if you are involved in the routine catching horses from and turning horses out into paddocks and stabling.

Assessor guidance

The learner must be able to turn out and catch one quiet specified horse at a time. The learner will be able to recognise horses temperament and body language in order to minimise risk to themselves and others.

Practical task sheets

Turn horse out

Catch specified horse, leading and controlling horse

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. To be able to catch and move horses	1.1 Check the enclosure for safety and security of the horses and report to the appropriate person 1.2 Approach and catch the horses in a manner which minimises risk 1.3 Identify horses to be moved and remove carefully from enclosure using an appropriate method 1.4 Move horses to the required enclosure maintaining health, safety and welfare 1.5 Re-establish horses in the required enclosure
2. Be able to select, use and maintain relevant equipment	2.1 Select appropriate equipment for this area of work 2.2 Prepare, maintain and store equipment in a safe and effective working condition
3. Be able to work safely	3.1 Work in a way which maintains health and safety and security of horse, self and others during work which is consistent with relevant legislation, codes of practice and any additional requirements

TITLE	Principles of catching and moving horses under direction (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:16 - J/600/0434

Unit purpose and aims

This unit provides the learner with the knowledge required for the routine handling and moving of horses between field and stable. The work described in this unit would be carried out under close supervision. It is relevant if you are involved in the routine catching horses from and turning horses out into paddocks and stabling. This unit involves the identification of individual horses, catching them, moving them between field and stable and releasing them.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know the principles of catching and moving horses under direction	1.1 Describe the correct method of handling horses 1.2 Describe how to identify horses including basic external points of the horse, colours and markings 1.3 State the importance of approaching horses in a calm, safe manner which promotes confidence 1.4 Describe how to move horses safely and correctly 1.5 Describe how to establish horses in the new location 1.6 Describe how to check that the area is safe and secure
2. Know the types of equipment required and how to maintain them	2.1 Describe the equipment which will be required for the activity 2.2 Describe the methods of maintaining the range of equipment in a fit state for use
3. Know relevant health and safety legislation and environmental good practice	3.1 Outline the current health and safety legislation, codes of practice and any additional requirements

TITLE	Maintain Health and Safety in the Workplace (level 1)
CREDIT VALUE / GLH	3 / 27
BHSQ / UNIT REFERENCE	L1:17 - J/600/2460

Unit purpose and aims

This unit provides the learner with the basic skills required to recognise the important areas of health and safety, and working with others. This unit covers maintaining health and safety in the workplace; including recognising and reporting hazards, complying with legislation and codes of practice, using equipment safely, reporting accidents, wearing the right clothing for the job, using safe lifting techniques and disposing of waste.

Assessor guidance

The learner must be aware of their working environment and recognise normal working conditions in order to identify problems/hazards and report them. They will work according to yard/industry practice and standards.

Practical task sheets - to be completed by the learners yard supervisor

Yard staff report sheet

Lifting and storing sacks of feed upon delivery

Lifting and storing bales upon delivery

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to maintain health and safety in the workplace	1.1 Recognise hazards and report them to the appropriate person 1.2 Keep your own work area tidy at all times 1.3 Report accidents promptly in accordance with legal and organisational policy 1.4 Wear clothing which is consistent with good health and safety practice 1.5 Use safe techniques for lifting or moving heavy and awkward items
2. Be able to select, use and maintain relevant equipment	2.1 Select appropriate equipment for this area of work 2.2 Use equipment according to relevant legislation and manufacturer's instructions 2.3 Prepare, maintain and store equipment in a safe and effective working condition
3. Be able to work safely and minimise environmental damage	3.1 Work in a way which maintains health and safety and security of horse, self and others during work; consistent with relevant legislation, codes of practice and any additional requirements 3.2 Carry out work in a manner which minimises environmental damage 3.3 Dispose of waste safely and correctly

TITLE	Principles of Maintaining Health and Safety in the Workplace (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:18 - T/600/2471

Unit purpose and aims

This unit provides the learner with the knowledge required regarding the important areas of health and safety, and working with others. This unit covers maintaining health and safety in the workplace; including recognising and reporting hazards, complying with legislation and codes of practice, using equipment safely, reporting accidents, wearing the right clothing for the job, using safe lifting techniques and disposing of waste.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know the principles of maintaining health and safety in the workplace	1.1 Identify the types of hazards which may be present and to whom these should be reported: <ul style="list-style-type: none"> • mechanical • chemical • electrical • horses • environmental 1.2 Describe fire and accident procedures 1.3 Describe safe lifting and handling techniques 1.4 Describe methods of minimising the contamination of edible materials when moving them around the work area 1.5 Describe methods of stacking materials safely
2. Know relevant health and safety legislation and environmental good practice	2.1 Outline the current health and safety legislation, codes of practice and any additional requirements 2.2 Describe how environmental damage can be minimised 2.3 Describe the correct methods for disposing of waste
3. Know the types of equipment required and how to maintain them	3.1 Describe the equipment which will be required for the activity 3.2 Describe the methods of maintaining the range of equipment in a fit state for use

TITLE	Maintain good working relations with others (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:19 - D/600/0374

Unit purpose and aims

This unit provides the learner with the basic skills required regarding the important areas of health and safety, and working with others. As such it underpins all the work activities which are described in the other units in this qualification. This unit covers maintaining good working relations with others. This includes working with colleagues, as well as visitors (e.g. vets, clients) to the workplace.

Assessor guidance

The learner must be able to communicate their progress, concerns, areas for development, further training, be able to set goals and evaluate their performance. In order to work safely they must be aware of their working environment and recognise normal working conditions.

Practical task sheets - to be completed by the learners yard supervisor

Responding to requests

Receive and assist visitors

Working relationships and practice

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to maintain good working relations with others	1.1 Communicate effectively with others 1.2 Greet and assist visitors courteously 1.3 Take part in reviews of your progress with the appropriate person at suitable intervals 1.4 Seek advice and clarification if there are aspects of your work which are unclear
2. Be able to work safely and minimise environmental damage	2.1 Work in a way which maintains health and safety and security of horse, self and others during work which is consistent with relevant legislation, codes of practice and any additional requirements

BHS Qualifications

TITLE	Principles of maintaining good working relations with others (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:20 - A/600/0379

Unit purpose and aims

This unit provides the learner with the knowledge required regarding the important areas of health and safety, and working with others. As such it underpins all the work activities which are described in the other units in this qualification. This unit covers maintaining good working relations with others. This includes working with colleagues, as well as visitors (e.g. vets, clients) to the workplace.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know the principles of maintaining good working relations with others	1.1 State how to communicate effectively with others 1.2 State the roles and responsibilities of the people in the organisation 1.3 Describe the advantages of effective teamwork 1.4 Explain why visitors should be dealt with courteously 1.5 Describe the need for security in the workplace 1.6 Outline the reasons why personal progress should be reviewed, and with whom 1.7 Refer any unresolved difficulties to the appropriate person
2. Know relevant health and safety legislation and environmental good practice	2.1 Outline the current health and safety legislation, codes of practice and any additional requirements

TITLE	Mount and dismount quiet horses under supervision (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:21 - R/600/0386

Unit purpose and aims

This unit provides the learner with the basic skill of mounting and dismounting a quiet horse. It is relevant to those involved with the routine exercise of quiet horses under saddle. This unit involves getting ready to ride and mounting and dismounting.

Assessor guidance

The learner must be sufficiently practiced to be able to mount and dismount using a technique as per industry standards, taking into account the horse's welfare.

It is essential that the suitability of the horse is determined before allowing the learner to mount.

Practical task sheets

Mount a quiet horse

Dismount a quiet horse

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to mount and dismount quiet horses under supervision	1.1 Identify, select and fit personal protective equipment according to instructions prior to mounting a horse, including hat, boots and body protector 1.2 Identify and lead the horse to the required area calmly and safely 1.3 Carry out the appropriate safety checks on tack and equipment, including checking the girth and pulling down stirrups 1.4 Mount and dismount under supervision, according to instructions and without causing discomfort to the horse
2. Be able to work safely	2.1 Work in a way which maintains health and safety and security of horse, self and others during work which is consistent with relevant legislation, codes of practice and any additional requirements

BHS Qualifications

TITLE	Principles of mounting and dismounting quiet horses under supervision (level 1)
CREDIT VALUE / GLH	1 / 9
BHSQ / UNIT REFERENCE	L1:22 - K/600/0393

Unit purpose and aims

This unit provides the learner with the knowledge of mounting and dismounting a quiet horse. It is relevant to those involved with the routine exercise of quiet horses under saddle. This unit involves getting ready to ride and mounting and dismounting.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know why it is important to be able to mount and dismount quiet horses	1.1 State how to recognise discomfort in horses associated with mounting and dismounting 1.2 State safety considerations when mounting and dismounting 1.3 Describe the necessary preparations for mounting including checking the girth and pulling down stirrups 1.4 State the effect on the horse of mounting and dismounting
2. Know the types of equipment required and how to maintain them	2.1 Describe the use and care of personal protective equipment, including hats and boots 2.2 Describe the methods of maintaining the range of equipment in a fit state for use
3. Know relevant health and safety legislation and environmental good practice	3.1 Outline the current health and safety legislation, codes of practice and any additional requirements

TITLE	Ride horses in an enclosed area under supervision (level 1)
CREDIT VALUE / GLH	3 / 27
BHSQ / UNIT REFERENCE	L1:23 - J/600/0398

Unit purpose and aims

This unit provides the learner with the basic skills required for being able to ride a quiet horse at walk, trot and canter in an enclosed area, working at all times in a supervised context.

Assessor guidance

The learner must be sufficiently balanced in walk, trot and canter to be able to control a quiet horse in an enclosed area. The learner's riding must not be detrimental/interfere with the horses way of going. They do not have to ride without stirrups, be on the correct diagonal or correct canter lead.

Practical task sheets

Ride a quiet horse in an enclosed area

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Be able to mount and dismount quiet horses under supervision	1.1 Select and wear the appropriate personal protective equipment (hat, boots) according to instructions 1.2 Identify and lead to the required area calmly and safely 1.3 Carry out the appropriate safety checks on tack and equipment 1.4 Mount and dismount under supervision, according to instructions and without causing discomfort to the horse
2. Be able to ride a quiet horse under supervision	2.1 Adjust tack to meet individual requirements 2.2 Adopt an appropriate, balanced riding position which is not detrimental to the horse 2.3 Ride the horse in a controlled manner, appropriate to the working area and conditions 2.4 Ride the horse in the enclosed area according to instructions
3. Be able to work safely	3.1 Maintain the health, safety and security of horse, self and others throughout

TITLE	Principles of riding horses in an enclosed area (level 1)
CREDIT VALUE / GLH	2 / 18
BHSQ / UNIT REFERENCE	L1:24 - M/600/0394

Unit purpose and aims

This unit provides the learner with the knowledge required for being able to ride a quiet horse at walk, trot and canter in an enclosed area, working at all times in a supervised context.

Learner Outcomes	Assessment Criteria
The Learner will	The Learner can
1. Know how to mount and dismount quiet horses	1.1 State the use and care of personal protective equipment, including hats and boots 1.2 Describe how to recognise discomfort in horses associated with mounting and dismounting 1.3 State safety considerations when mounting and dismounting 1.4 State the necessary preparations for mounting, including checking the girth and pulling down stirrups 1.5 State the effect on the horse of mounting and dismounting
2. Know how to ride a quiet horse	2.1 State why it is important to adjust girths and stirrups 2.2 Give reasons for adopting a suitable riding position 2.3 List the basic principles of controlling a horse
3. Know how to work safely	3.1 List hazards likely to be encountered when riding in an enclosed space and state how these must be minimised 3.2 State health and safety precautions to be taken when riding