



Abbotsholme School Equestrian Centre

**The British Horse Society
Stages 1 to 3
Assistant Instructor
&
SVQ and Diploma**

*Your Equestrian career could start right here at
Abbotsholme School Equestrian Centre.*



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Here is a flow chart of the British Horse Society Examinations System.

Stage 1



The Riding and Road Safety Test



Stage 2



Stage 3 and/or Preliminary Teaching Test



Assistant Instructors Qualification and UKCC

Horse Knowledge Care and Riding Stage 1

This qualification will provide you with the competencies to apply basic principles of horse care. Working under supervision, you will have basic knowledge and practice of looking after a well-mannered horse in the stable and at grass. You will be capable of riding an experienced horse or pony in an enclosed space. You must be at least 14 years old to take this exam.

When you have achieved the Stage 1 Horse Knowledge, Care and/or Riding Certificate you will be able to progress to BHS Stage 2 Certificate in Horse Knowledge, Care and/or Riding. The Stage 1 certificate is recognised in its own right and provides a benchmark standard to employers. It is also a component part of The British Horse Society Assistant Instructor Certificate.

The BHS Stage exams are made up from units and small qualifications. You may choose to sit all the units leading to a qualification in one day, or you may prefer to 'pick and mix' units.

You will be able to 'bank' units and will receive unit certificates. When all the relevant units for a qualification have been achieved, the qualification certificate will be awarded. If you are unsuccessful in one unit you will only have to resit that unit again.

Riding and Road Safety Test

Taken by more than 4,000 candidates a year, the BHS Riding and Road Safety Test helps educate riders in road safety in order to minimise the risk involved when riding on the roads. The test is available to all riders from 12 years of age and is supported by the Department for Transport. It is probably the only test that any rider will undertake that has the potential to save not only their own life but that of their horse and other road users as well.

It is not essential to own a horse in order to take the test, as many riding schools and centres organise them for their pupils. Similarly, you do not have to attend a centre in order to take the training and the test. Although the published dates refer mainly to tests being held at centres, if a group of ten or more people can get together, many trainers and assessors are happy, subject to a satisfactory BHS Riding and Road Safety risk assessment being carried out, to come to them.

There are three parts to the test:

The Theory Test

This is usually a written test with questions covering the Highway Code, the Riding and Roadcraft Manual, and the rules of riding on the roads.

The Simulated Road Route

This part takes place in off road conditions. It is designed to test the rider's ability to ride appropriately on the road. This includes observations, signalling, manoeuvring and negotiating a series of hazards that they may encounter on the roads.

The Road Route

Once the candidate has demonstrated an understanding of road safety in the first two sections they can attempt a set route on the roads to demonstrate their competence in dealing with vehicles and other hazards.

Horse Knowledge Care and Riding Stage 2

This qualification will provide you with competencies to apply general principles for the management of horses' health and well being. Working under regular but not constant supervision, you will be able to care for stabled and grass-kept horses during all seasons of the year. You will be able to ride an experienced horse or pony in the open as well as in a manège or indoor school.

You must be at least 16 years old and have completed BHS Stage 1 to take this exam. Before entering the riding section you must also have completed your BHS Riding and Road Safety Test.

When you achieve the Stage 2 Horse Knowledge, Care and/or Riding Certificate you will be able to progress to BHS Stage 3 Certificate in Horse Knowledge, Care and/or Riding. The Stage 2 Care Certificate is also recognised as a qualification in its own right and is a technical certificate for the Equine Apprenticeship. The Horse Knowledge & Riding Stage 2 is a prerequisite for the BHS Preliminary Teaching Test and is a component part of the BHS Assistant Instructor Certificate.

The BHS Stage exams are made up from units and small qualifications. You may choose to sit all the units leading to a qualification in one day, or you may prefer to 'pick and mix' units.

You will be able to 'bank' units and will receive unit certificates. When all the relevant units for a qualification have been achieved, the qualification certificate will be awarded. If you are unsuccessful in one unit you will only have to resit that unit again.

Horse Knowledge Care and Riding Stage 3

This qualification will allow you to hone the skills you will have practised in Stages 1 and 2 and will provide you with the competencies and ability to look after up to four horses in stables and at grass in an unsupervised environment, ensuring that horses, stables, yard and fields are safe and in good order. You will be able to ride a variety of horses in a variety of circumstances. You will be able to begin to school horses and ride according to the horse's needs. Riding tactfully and effectively, you will understand the reasons for your actions both in horse care and while riding.

You must be at least 17 years old and have completed BHS Stage 1 and 2 to take this exam.

On successful completion of the Stage 3 Horse Knowledge, Care and/ or Riding Certificate you will be able to progress to Stage 4 Horse Knowledge, Care and/or Riding. The Stage 3 Care Certificate is also recognised as a qualification in its own right and is a technical certificate for the Advanced Equine Apprenticeship. The HK & R Stage 3 is a component part of the BHS Assistant Instructor Certificate.

The BHS Stage exams are made up from units and small qualifications. You may choose to sit all the units leading to a qualification in one day, or may prefer to 'pick and mix' units.

You will be able to 'bank' units and will receive unit certificates. When all the relevant units for a qualification have been achieved, the qualification certificate will be awarded. If you are unsuccessful in one unit you will only have to resit that unit again.

BHS Preliminary Teaching Test

This qualification will provide you with the competencies to apply the basic principles of coaching, to improve the rider's horsemanship skills, following a progressive plan. You will understand the health and safety procedures involved in organising a lesson or hack in the open or on the roads. You will be able to modify sessions to facilitate the ability of the rider in front of you. You will be able to evaluate your own performance and show ability to assess progress in your pupils in an unsupervised environment.

You will be able to work in a commercial riding establishment or private yard or as a freelance coach. Preliminary Teachers will be able to register for and gain the Level 2 (UKCC Endorsed) Certificate in Coaching by completing a portfolio of evidence. Holders of the Preliminary Teaching Test, who have completed a portfolio are now able to progress to the BHS Intermediate Teaching Test. The Preliminary Teaching Test is a component part of the BHS Assistant Instructor Certificate.

You must be at least 18 years old and have completed Stages 1 and 2 to take this exam.

As from 1 January 2013 we have again reviewed the presentation topics in the Preliminary Teaching Test and cut them back to just five:

- Nutritional Advice for Novice Riders
- The Importance of Warm-up and Cool-down for Riders and Horses
- The Physical Requirements and Conditioning for Horse Riding
- Mental Preparation for Riders
- Drug Awareness in Riding

All the above are linked to Unit 3. The remaining theory units (1, 2 and 4) will be assessed by oral questioning.

BHS Assistant Instructors

You can be awarded an Assistant Instructor Certificate by achieving your Knowledge, Care and Riding Stage 3, your Preliminary Teaching certificate and completing a Coaching Portfolio.

What does the Coaching Portfolio contain?

You need to submit a portfolio by completing tasks that are independently assessed. The following documents need to be included in your portfolio:

- British Horse Society First Aid certificate or three day Health and Safety First Aid at Work
- BEF or sports coach UK Safeguarding and Protecting Children – certificate of attendance.

Approved Assessors

Your portfolio needs to be assessed by an approved person, and you should contact them directly. Please see the Download section on the right of this page for an up-to-date list of approved assessors.

The benefits

This is a recognised professional qualification and makes you eligible to join the BHS list of registered instructors.

SVQ and Work-Based Diplomas

SVQs and Work Based Diplomas were introduced by the government to produce a clear, coherent and comprehensive system of vocational qualifications. Designed and developed specifically for employers and people working with horses, they are achieved through continuous assessment of performance in the workplace. Work Based Diplomas replaced National Vocational Qualifications (NVQs) in January 2011 but operate along the same principles and guidelines.

Achieving a work-based qualification is completely different from taking a BHS Stage Exam. Qualifications based in the workplace are ideal for individuals looking for employment or progression in the equine industry, who prefer to be assessed on a continuous basis at their place of work or training.

The qualifications are available at Levels 1 and 2 in Horse Care and Level 3 in Horse Care and Management. They are made up of a number of mandatory and optional units at Levels 2 and 3. Candidates will be awarded the full qualification when they have been assessed and verified as being at the required standard. Unit certification is available for candidates who prefer to complete individual units or are unable to complete the full award. These qualifications can also be used for direct entry into BHS Stage Exams.

The standards for the qualifications define the practical skills, knowledge and understanding and level of competence required for tasks in particular areas of work. They cover a wide variety of stable management tasks and routines, including units involving management and health and safety. The optional units at Levels 2 and 3 include breeding, exercising or schooling horses, trekking, care of performance horses, assisting riders with special needs (Level 2 only), breaking and coaching (Level 3).

The full standards required for SVQs and WBDs and further information can be found on the [EQL website](http://www.equestrian-qualifications.org.uk) <http://www.equestrian-qualifications.org.uk> (opens in new window). Alternatively, please call the Examinations office on 02476 840508 or email education@bhs.org.uk.

The standards for the awards have been developed in conjunction with the equine industry and Lantra, who are the Sector Skills Council for the Environmental and Land based sector. Lantra are licensed by the UK Government to drive forward the new skill, training and business development agenda for the sector.

The Office of Qualifications and Examinations Regulation (Ofqual) regulates the awards in England, Wales and Northern Ireland for Work Based Diplomas and The Scottish Qualifications Authority (SQA) in Scotland for SVQs. Equestrian Qualifications GB Limited (EQL) has been recognised by Ofqual and SQA as an Awarding Body for these awards. Other Awarding Bodies include the British Horseracing Education and Standards Trust (BHEST) and City and Guilds.

Accredited SVQ and Work Based Diploma Centres

SVQ and WBD Centres must fulfil a specific set of approval criteria in order to deliver these qualifications in the work place. A Centre might be an individual workplace, a training provider, an educational establishment or an 'umbrella organisation'. The Centre is responsible for enrolling, assessing candidates and reporting to EQL on quality assurance matters.

Centres must demonstrate robust processes and procedures with regards to assessment and quality assurance and these are rigorously monitored by EQL. It is essential that EQL has confidence in its centres' selection, training and monitoring of Assessors, Internal Verifiers and Administrators. Their processes must comply with EQL, Lantra and Ofqual/SQA requirements.

For more information contact Sarah Phillips in the Equestrian Centre on 01889 594277 or email sarah.phillips@abbotsholme.co.uk