

# apprenticeship FRAMEWORK

## Equine (England)

### IMPORTANT NOTIFICATION FOR ALL APPRENTICESHIP STARTS FROM 21 SEPTEMBER 2018

Modifications to SASE came into effect on 21 September 2018. Accordingly, SASE publication DFE-00236-2018 applies **both** to new Apprenticeship starts from 21 September 2018 **and** all Apprenticeships commenced before and not completed by 21 September 2018.

Latest framework version?

For any previous versions of this framework: [https://acecerts.co.uk/framework\\_library](https://acecerts.co.uk/framework_library)

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**Issued By:**  
**Lantra**

Apprenticeship Certificates  
England

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# Equine (England)

## Contents

Framework information.....	5
Information on the Issuing Authority for this framework: .....	5
Click here to enter text. ....	5
Short description.....	5
Contact information.....	6
Proposer of this framework.....	6
Revising a framework .....	7
Why this framework is being revised .....	7
Summary of changes made to this framework .....	7
Qualifications removed .....	7
Qualifications added .....	8
Qualifications that have been extended.....	8
Purpose of this framework .....	9
Summary of the purpose of the framework.....	9
Aims and objectives of this framework (England) .....	11
Entry conditions for this framework.....	11
Level Choose an item., New Pathway.....	15
Description of this pathway .....	15
Entry requirements for this pathway in addition to the framework entry requirements.....	15
Qualifications.....	17
Competence qualifications available to this pathway .....	17
Knowledge qualifications available to this pathway .....	18
Combined qualifications available to this pathway .....	19
Relationship between competence and knowledge qualifications.....	19
Transferable skills (England) .....	20
Inclusion of Information and Communications Technology (ICT) .....	21
Progression routes into and from this pathway .....	22
Employee rights and responsibilities .....	24
Certification Requirements for ERR .....	24
How equality and diversity will be met.....	76
On and off the job guided learning (England) .....	77

Total GLH for each pathway.....	77
Minimum off-the-job guided learning hours .....	79
How this requirement will be met.....	80
Minimum on-the-job guided learning hours .....	81
How this requirement will be met.....	82
Certification Requirements for GLH .....	84
Personal learning and thinking skills assessment and recognition (England) .....	85
Summary of Personal Learning and Thinking Skills .....	85
Certification Requirements for PLTS .....	85
Creative thinking.....	86
Independent enquiry .....	86
Reflective learning.....	86
Team working.....	86
Self management.....	87
Effective participation .....	87

# Framework information

## Information on the Issuing Authority for this framework:

**Lantra**

The Apprenticeship sector for occupations in environmental and land-based.

Issue number: 4	This framework includes:
Framework ID: FR03178	Level 2 <input checked="" type="checkbox"/> Level 3 <input checked="" type="checkbox"/> Level 4-7 <input type="checkbox"/>
Date this framework is to be reviewed by: 31/08/2017	This framework is for use in: England

## Short description

The Equine Intermediate and Advanced Apprenticeship framework has been designed with industry to provide learners entering the profession with the skills and knowledge to work in the sector. The minimum duration of the Intermediate Apprenticeship is 18 months and Advanced Apprenticeship is 24 months.

There are three pathways covering the main areas of employment within the industry: Horse Care, Racehorse Care and Harness Horse Care. Job opportunities include: Assistant Groom, Stud Groom, Trek Assistant, Jockey, Harness Horse Groom and Yard Manager.

Following the successful completion of the Advanced Apprenticeship, there are many opportunities available which could include specialising within the profession, completing other vocational courses or progressing into Further and/or Higher Education.

# Contact information

## Proposer of this framework

The Equine Industry Group which includes employers and associations such as: British Horse Society, British Horseracing Authority, Thoroughbred Breeders' Association, Horse Sanctuaries and Riding for the Disabled Association.

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# Revising a framework

## Why this framework is being revised

There is a transfer in Awarding Organisations offering qualifications: As of the 16th December 2014, BHEST no longer offer the competence and knowledge qualifications at levels 2 and 3 within the Equine Intermediate and Advanced apprenticeship framework. 1st4sport will take over responsibility of the qualifications.

## Summary of changes made to this framework

There is a transfer in Awarding Organisations offering qualifications: As of the 16th December 2014, BHEST no longer offer the following qualifications:

- 501/2048/7 - Level 2 Certificate in the Principles of Horse Care
- 501/1697/6 - Level 2 Diploma in Work-based Racehorse Care
- 501/1886/9 - Level 3 Certificate in the Principles of Horse Care and Management
- 501/1836/5 - Level 3 Diploma in Work-based Racehorse Care and Management

1st4sport will be offering the following qualifications in place of BHEST:

- 601/4893/7 - 1st4sport Level 2 Certificate in the Principles of Horse Care (QCF)
- 601/5036/1 - 1st4sport Level 2 Diploma in Work-based Racehorse Care (QCF)
- 601/4904/8 - 1st4sport Level 3 Certificate in the Principles of Horse Care and Management (QCF)
- 601/5040/3 - 1st4sport Level 3 Diploma in Work-based Racehorse Care and Management (QCF)

## Qualifications removed

- 501/2048/7 - Level 2 Certificate in the Principles of Horse Care

- 501/1697/6 - Level 2 Diploma in Work-based Racehorse Care
- 501/1886/9 - Level 3 Certificate in the Principles of Horse Care and Management
- 501/1836/5 - Level 3 Diploma in Work-based Racehorse Care and Management

### **Qualifications added**

- 601/4893/7 - 1st4sport Level 2 Certificate in the Principles of Horse Care (QCF)
- 601/5036/1 - 1st4sport Level 2 Diploma in Work-based Racehorse Care (QCF)
- 601/4904/8 - 1st4sport Level 3 Certificate in the Principles of Horse Care and Management (QCF)
- 601/5040/3 - 1st4sport Level 3 Diploma in Work-based Racehorse Care and Management (QCF)

### **Qualifications that have been extended**

None.

# Purpose of this framework

## Summary of the purpose of the framework

### Defining Apprenticeships

An Apprenticeship is a job with an accompanying skills development programme under an Apprenticeship Agreement designed by employers in the sector. It allows the apprentice to gain technical knowledge and real practical experience, along with functional and personal skills, required for their immediate job and future career. These are acquired through a mix of learning in the workplace, formal off the job training and the opportunity to practice and embed new skills in a real work context. This broader mix differentiates the Apprenticeship experience from training delivered to meet narrowly focused job needs.

All apprentices commencing their Apprenticeship must have an Apprenticeship Agreement between the employer and the apprentice. This can be used to reinforce the understanding of the requirements of the Apprenticeship.

On completion of the Apprenticeship the apprentice must be able to undertake the full range of duties, in the range of circumstances appropriate to the job, confidently and competently to the standard set by the industry.

### The Equine Industry

The Equine industry covers a wide range of areas including: riding schools, livery yards, competition yards, racing yards, clubs and hunts, instructors, working horses and studs and diversified Equine activities. This provides a range of jobs such as: maintaining the horses' health and welfare, riding horses for exercise, cleaning and taking care of the horse tack and preparing horses for competitions. There are many organisations that work within the Equine industry including British Horse Society (BHS) representing over 69,899 members, and the racing industry supports 100,000 direct, indirect and associated jobs.

Research carried out by Lantra in 2010 found that micro-businesses dominate the land-based and environmental sector with 97% of businesses in England within the industry employing fewer than ten members of staff. Many Equine businesses are small employers with 51% employing fewer than nine employees and 44% not employing any staff. Therefore, each person has an important role to play within the organisation. This emphasises the need for employees to have a variety of skills to help the organisation grow and remain profitable. Skills such as customer relations, written and oral communication and planning and organising are all deemed to be of value to the industry and are often cited as a skills gap.

The Equine industry is important for the land-based and environmental sector in England,



representing 2% of businesses and 2% of employment within the sector. It is vital that the industry has qualifications for entrants so that they can maintain high levels of Equine health and welfare. The Intermediate and Advanced Apprenticeships in Equine provides an entry route into the sector and is suitable for those people who have a keen interest and are looking for a career working with horses. Following successful completion there are many opportunities available which could include specialising within the profession, completing other vocational courses or progressing into Further and/or Higher Education.

This Apprenticeship framework encompasses the skills needed by new entrants to ensure they have the right mix of skills and those already employed have the opportunity to upskill. This will ensure that employees within Equine have the skills required to be competent in their employment.

The industry values the Apprenticeship as an entry route into the sector which is evidenced by the growth in the completions of the Apprenticeship in England over the last three years:

- **2013/2014** - 1031 completions
- **2012/2013** - 962 completions
- **2011/2012** - 500 completions

During the review of this Apprenticeship, Lantra involved the English members of the industry, such as British Horse Society (BHS), British Horseracing Authority (BHA), The Thoroughbred Breeders' Association, Horse Sanctuaries and Riding for the Disabled Association.

It is the view of the Equine industry that because of the nature of their business, work-based learning through Apprenticeships is a good way for apprentices to learn the necessary skills required to work in a practical environment. This important entry mechanism has therefore been highlighted by employers in the Equine Industry Action Plan, which states the need to prioritise and increase the awareness and uptake of the Equine Apprenticeship framework.

The Equine framework offers three pathways that are reflective of the areas of work within the Equine industry:

**Horse Care**, where apprentices will maintain the health and welfare of horses, prepare horses and customers for treks and carry out other general horse care duties.

- Job Roles at Level 2 may include: Assistant Groom, Assistant Stud Groom/Hand, Trek Assistant.
- Job Roles at Level 3 may include: Groom, Assistant Yard Manager, Trek Leader, Intermediate Instructor/Level 3 Coach.

**Racehorse Care** apprentices will carry out general health and welfare duties, working horses through riding and preparing horse for races.

- Job Roles at Level 2 may include: Assistant Groom, Assistant Stud Groom/Hand, Apprentice Jockey, Conditional Jockey, Work Rider. Job Roles at Level 3 may include: Groom, Assistant Yard Manager, Jockey.

**Harness Horse Care** apprentices will carry out general health and welfare duties as well as learning to work with horses in harness.

- Job Roles at Level 2 may include: Assistant Groom, Supporting Harness Horse Trainer.
- Job Roles at Level 3 may include: Harness Horse Groom, Harness Horse Driver/Assistant, Harness Horse Trainer.

Further information on the Equine industry can be found at: [www.lantra.co.uk/research](http://www.lantra.co.uk/research).

## Aims and objectives of this framework (England)

The aim of the Intermediate and Advanced Apprenticeships is to build on the success of its predecessor by including updated qualifications to meet the skill needs of employers, attracting new entrants into the Equine sector to fill vacancies and provide a progression pathway for apprentices to fill higher level jobs.

The objectives are to:

1. Continue the increase in uptake of both the Intermediate Apprenticeship and Advanced Apprenticeship in Equine by attracting new apprentices into the sector, especially those from the under-represented groups, to meet the changing skills needs of employers.
2. Upskill those working in Equine jobs to ensure that they attain the skills required to be competent in their profession.
3. Increase awareness of the two levels of Apprenticeships.
4. Provide clear progression and information to higher level jobs, via Further Education and Higher Education where appropriate. Career information within Equine is available on Lantra's website [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers).

# Entry conditions for this framework

The entry conditions for the framework is the employer's and training provider's confidence in your ability to develop the skills and knowledge required to work within the Equine industry. Employers are encouraged to get involved in the recruitment and selection stages, to ensure they get to know the apprentices before their employment.

If you are interested in working with horses, there are many different types of jobs, for example working in a riding school, a groom in a show jumping or breeding yard, learning to drive harness horses or you may wish to become more specialist and work with racehorses. By taking an apprenticeship in Equine you will be able to work towards one of these jobs.

As an apprentice, you will need to be employed for a minimum of 30 hours per week and have an Apprenticeship Agreement which is signed by yourself and your employer.

## **Duration of the Apprenticeship**

Through the development of the Equine Apprenticeship it has been agreed with the industry that the minimum duration of the Intermediate Apprenticeship is 18 months and the Advanced Apprenticeship is 24 months.

## **Entry requirements for the Intermediate Apprenticeship**

There are no specific entry requirements for the Equine Intermediate Apprenticeship, however, there are qualifications and/or experience that will help learners prior to starting:

- BTEC Level 1 Certificate in Caring for Horses
- Level 1 Diploma in Work-based Horse Care
- Level 1 Diploma in Work-based Racehorse Care and Riding
- Level 1 Certificate in Stage 1 Horse Knowledge, Care and Riding
- Level 1 NVQ in Horse Care
- Units taken as part of Foundation Learning
- Have previously worked in, or are currently working within the industry.
- GCSEs/A levels

Progression opportunities onto the Equine Intermediate Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Entry requirements for the Advanced Apprenticeship**

The Equine industry want the entry requirements for the Advanced Apprenticeship to be flexible, so therefore has suggested that one of the following should be completed:

- Intermediate Apprenticeship in Equine
- Level 2 Diploma in Horse Care/Racehorse Care
- BTEC Level 2 Diploma in Horse Care
- Level 2 Diploma for the Harness Horse Groom
- Level 2 Diploma in BHS Horse Knowledge and Care
- Level 2 Extended Certificate in Horse Care
- Practical experience within the Equine industry
- 3 GCSEs (A\*-C)/A levels

## **Initial Assessment**

Training providers and employers should use an initial assessment process which is fit for purpose. This will ensure that applicants starting on the Apprenticeship/Advanced Apprenticeship have a fair opportunity to demonstrate their ability and to tailor programmes to meet individual needs, recognising prior qualifications and experience.

## **Recognition Prior Learning (RPL)**

If applicants have units towards the level 2 and/or 3 work-based qualifications, these will be reviewed during an initial assessment to see if Recognition of Prior Learning can be claimed.

Learners who have completed the 14-19 Diploma may have completed units or short courses which will provide underpinning knowledge towards the Intermediate Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

All apprentices must achieve the required Functional Skills. Applicants may already hold the equivalent qualifications. Refer to Transferable Skills section for more details.

# Level 2

Title for this framework at level 2

## Equine

Pathways for the framework at level 2:

- Pathway 1: Horse Care
- Pathway 2: Racehorse Care
- Pathway 3: Harness Horse Care

# Level 2, Pathway 1: Horse Care

## Description of this pathway

Horse Care is for those maintaining the health and welfare of horses. A minimum of 41 credits which is made up of the following:

- Competence qualification - 21 credits
- Knowledge qualification - 10 credits
- Level 1 Functional Skills in English - 5 credits
- Level 1 Functional Skills in Mathematics - 5 credits

## Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Assistant Groom - Non-ride	Assistant Grooms care for and look after horses on a daily basis to ensure that they remain healthy, happy and in good condition. Generally Assistant Grooms work under the supervision of a groom or a yard manager.
Assistant Groom - Ride	In addition to the Assistant Groom (Non-ride), the Assistant Groom (Ride) may also be responsible for exercising the horses each day. This could include exercising from the ground, riding out on the road, in closed and open spaces and schooling on the flat and over fences.
Assistant Stud Groom/Hand	Assist with the day to day efficient running of the stud. They will facilitate breeding activities, assist vets and farriers in their work and take responsibility for running the yard in the absence of the Stud Groom. Apprentices would benefit from taking the business knowledge qualification.
Trek Assistant	A Trek Assistant will help the Trek Leader in organising and running horse and pony riding activities, particularly treks and hacks across open countryside. They may work with organised groups, individuals or small family units. Visitors can be first-time riders, novices or experienced riders.

# Qualifications

## Competence qualifications available to this pathway

### C1 - Level 2 Diploma in Work-based Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	501/2284/8	Equestrian Qualifications Limited	41	311	N/A
C1b	501/1857/2	City & Guilds	41	645	N/A

### C2 - EQL Level 2 Certificate in Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C2a	501/1825/0	Equestrian Qualifications Limited	29	218	N/A

### C3 - EQL Level 2 Certificate in Riding Horses on the Flat (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C3a	501/1823/7	Equestrian Qualifications Limited	21	158	N/A



## Knowledge qualifications available to this pathway

### K1 - EQL Level 2 Award in the Principles of Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	501/1826/2	Equestrian Qualifications Limited	11	80	N/A

### K2 - City & Guilds Level 2 Award in Business for the Environment and Land-based Sector (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	500/9311/3	City & Guilds	10	60	N/A

### K3 - 1st4sport Level 2 Certificate in the Principles of Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K3a	601/4893/7	1st4sport	13	121	N/A

## Combined qualifications available to this pathway

N/A

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### Relationship between competence and knowledge qualifications

K1, K2 and K3 provide the underpinning knowledge for apprentices to complete either C1a, C1b, C2 or C3.

If apprentices complete C2 or C3, they must complete K1.

If apprentices choose K1 and C1a or C1b the minimum number of credits achieved will be 52.

If apprentices choose K2 and C1a or C1b the minimum number of credits achieved will be 51. Apprentices working towards becoming a Assistant Stud Groom/Hand would benefit from taking the business knowledge qualification to prepare them for running their own business.

If apprentices choose K3 and C1a or C1b the minimum number of credits achieved will be 54.

If apprentices choose K1 and C2 the minimum number of credits achieved will be 40.

If apprentices choose K1 and C3 the minimum number of credits achieved will be 32.

# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## Inclusion of Information and Communications Technology (ICT)

Is ICT a framework requirement?      **YES**       **NO**

ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Intermediate Apprenticeship in Equine is valued by the Equine Industry as an entry route into the sector. This pathway is suitable for learners wishing to enter the equine sector where they could be working in a riding school, as a groom in a show jumping yard or breeding stables.

## **Progression onto the Intermediate Apprenticeship - Horse Care pathway:**

There are no specific entry requirements to progress onto the Intermediate Apprenticeship, however, there are qualifications and experience listed below which will help learners prior to starting.

- BTEC Level 1 Certificate in Caring for Horses
- Level 1 Diploma in Work-based Horse Care
- Level 1 Diploma in Work-based Racehorse Care and Riding
- Level 1 Certificate in Stage 1 Horse Knowledge, Care and Riding
- Level 1 NVQ in Horse Care
- Units taken as part of Foundation Learning
- Have previously worked in, or are currently working within the industry
- GCSEs/A levels

Learners who have completed the 14-19 Diploma may have completed units or short courses which will provide underpinning knowledge towards the Intermediate Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

Progression opportunities onto the Equine Intermediate Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Progression from the Intermediate Apprenticeship - Horse Care pathway:**

Apprentices successfully completing the Intermediate Apprenticeship have opportunities to progress within the industry by progressing to other Further Education courses such as:

- Advanced Apprenticeship in Equine
- Level 3 Certificate in Horse Management
- Equine Behaviour
- Level 3 Diploma in Workbased Horse Care and Management
- Level 3 Extended Diploma in Horse Care and Management.

Typical jobs learners completing the Intermediate Apprenticeship will be able to progress to are listed in the section on job opportunities.

For apprentices who wish to continue their development of skills and qualifications beyond Level 3, opportunities exist to progress further into Higher Education with Foundation Degrees/ Degrees. These are explained in the progression from the Advanced Apprenticeship section. Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers).

## Employee rights and responsibilities

### Employee Rights and Responsibilities (ERR) within the Intermediate Apprenticeship in Equine

Within the Intermediate Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

### Certification Requirements for ERR

All providers and apprentices must complete the Apprenticeship Consent Form when claiming for the Apprentice's apprenticeship certificate. The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer;
- confirm their achievement of all ERR requirements;
- confirm their achievement of all 6 PLTS;
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job.

All apprentices must sign this form at the end of programme to give their authority for the claimant, named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate.

## Level 2, Pathway 2: Racehorse Care

### Description of this pathway

Exercising and maintaining the health and welfare of racehorses. A minimum of 65 credits which is made up of the following:

- Competence qualification - 45 credits
- Knowledge qualification - 10 credits
- Level 1 Functional Skills in English - 5 credits
- Level 1 Functional Skills in Mathematics - 5 credits

### Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.



Job title(s)	Job role(s)
Assistant Stud Groom/Hand	Assist with the day to day efficient running of the stud. They will facilitate breeding activities, assist vets and farriers in their work and take responsibility for running the yard in the absence of the Stud Groom. Apprentices would benefit from taking the business knowledge qualification.
Assistant Groom - Non-ride	Assistant Grooms care for and look after horses on a daily basis to ensure that they remain healthy, happy and in good condition. Generally Assistant Grooms work under the supervision of a groom or a Yard Manager.
Assistant Groom - Ride	In addition to the Assistant Groom (Non-ride), the Assistant Groom (Ride) may also be responsible for exercising the horses each day. This could include exercising from the ground, riding out on the road, in closed and open spaces and schooling on the flat and over fences.
Apprentice Jockey	Apprentice Jockeys ride in flat racing. Apprentices ride horses in public races once they have a licence. On days when they are not riding at race meetings, they have the same tasks as racing grooms.
Conditional Jockey	Conditional Jockeys ride in jump racing. Conditional Jockeys ride horses in public races once they have a licence. On days when they are not riding at race meetings, they have the same tasks as racing grooms.

# Qualifications

## Competence qualifications available to this pathway

C1 - 1st4sport Level 2 Diploma in Work-based Racehorse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	601/5036/1	1st4sport	45	325	N/A

## Knowledge qualifications available to this pathway

K1 - 1st4sport Level 2 Certificate in the Principles of Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	601/4893/7	1st4sport	13	121	N/A

K2 - City & Guilds Level 2 Award in Business for the Environment and Land-based Sector (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	500/9311/3	City & Guilds	10	60	N/A

K3 - EQL Level 2 Award in the Principles of Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K3a	504/1826/2	Equestrian Qualifications	11	80	N/A

## Combined qualifications available to this pathway

N/A

## Relationship between competence and knowledge qualifications

K1 and K2 both provide the underpinning knowledge for learners to complete C1. It will be down to the learner, employer and training provider to establish the most appropriate knowledge element from K1 and K2.

If apprentices choose K1, the minimum number of credits achieved will be 58.

If apprentices choose K2, the minimum number of credits achieved will be 55. Apprentices working towards becoming a Assistant Stud Groom/Hand would benefit from taking the business knowledge qualification to prepare them for running their own business.

If apprentices choose K3, the minimum number of credits achieved will be 56.

# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## Inclusion of Information and Communications Technology (ICT)

Is ICT a framework requirement?      **YES**       **NO**

### ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Intermediate Apprenticeship in Equine is valued by the Equine Industry as an entry route into the sector. This pathway is suitable for learners wishing to enter the Racehorse Industry where they could be exercising and maintaining the health and welfare of racehorses or working towards becoming a jockey.

## Progression onto the Intermediate Apprenticeship - Racehorse Care pathway

There are no specific entry requirements to progress onto the Intermediate Apprenticeship, however, there are qualifications and experience listed below which will help learners prior to starting.

- BTEC Level 1 Certificate in Caring for Horses
- Level 1 Diploma in Work-based Horse Care
- Level 1 Diploma in Work-based Racehorse Care and Riding
- Level 1 Certificate in Stage 1 Horse Knowledge, Care and Riding
- Level 1 NVQ in Horse Care
- Units taken as part of Foundation Learning
- Have previously worked in, or are currently working within the industry
- GCSEs/A levels

Learners who have completed the 14-19 Diploma may have completed units or short courses which will provide underpinning knowledge towards the Intermediate Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

Progression opportunities onto the Equine Intermediate Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## Progression from the Intermediate Apprenticeship - Racehorse Care pathway

Apprentices successfully completing the Intermediate Apprenticeship have opportunities to progress within the industry by progressing to other Further Education courses such as:

- Advanced Apprenticeship in Equine
- Level 3 Certificate in Horse Management
- Equine Behaviour
- Level 3 Diploma in Workbased Racehorse Care and Management
- Level 3 Extended Diploma in Horse Care and Management.

Typical jobs learners completing the Intermediate Apprenticeship will be able to progress to are listed in the section on job opportunities.

For apprentices who wish to continue their development of skills and qualifications beyond Level 3, opportunities exist to progress further into Higher Education with Foundation Degrees/ Degrees. These are explained in the progression from the Advanced Apprenticeship section.

Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers)

# Employee rights and responsibilities

## Employee Rights and Responsibilities (ERR) within the Intermediate Apprenticeship in Equine

Within the Intermediate Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

There are nine national outcomes/standards that all learners must know and/or understand:

- Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
- Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
- Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
- Understands the role played by their occupation within their organisation and industry
- Has an informed view of the types of career pathways that are open to them
- Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
- Knows where and how to get information and advice on their industry, occupation, training and career
- Can describe and work within their organisation's principles of conduct and codes of practice
- Recognises and can form a view on issues of public concern that affect their organisation and industry.

## Certification Requirements for ERR

On completion of the Intermediate Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their



apprenticeship framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

## Level 2, Pathway 3: Harness Horse Care

### Description of this pathway

Harness Horse Care is for those working in specialist establishments. A minimum of 78 credits which is made up of the following:

- Competence qualification - 57 credits
- Knowledge qualification - 11 credits
- Level 1 Functional Skills in English - 5 credits
- Level 1 Functional Skills in Mathematics - 5 credits

### Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Assistant Groom - Non-ride	Assistant Grooms care for and look after horses on a daily basis to ensure that they remain healthy, happy, in good condition and assist the driver when driving. Assistant Grooms work under the supervision of a Harness Horse Driver.
Supporting Harness Horse Trainer	Supporting Harness Horse Trainers work with the Assistant Harness Horse Trainer by caring for the horse ensuring the horse is calm and happy whilst holding the horse and introducing new equipment and noises.
Assistant Groom - Agriculture	Assistant Grooms care for and look after horses on a daily basis to ensure that they remain healthy, happy and in good condition. The work will involve the use of machinery and ensuring that the equipment is fitted correctly for use. Assistants will work under the supervision of Harness Horse Grooms

# Qualifications

## Competence qualifications available to this pathway

C1 - BDS Level 2 Diploma for the Harness Horse Groom (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	500/9913/9	British Driving Society	57	428	N/A

## Knowledge qualifications available to this pathway

K1 - 1st4sport Level 2 Certificate in the Principles of Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	601/4893/7	1st4sport	13	121	N/A

K2 - EQL Level 2 Award in the Principles of Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	501/1826/2	Equestrian Qualifications Limited	11	80	N/A

## Combined qualifications available to this pathway

N/A

## Relationship between competence and knowledge qualifications

K1 and K2 all provide the underpinning knowledge for learners to complete C1. It will be down to the learner, employer and training provider to establish the most appropriate knowledge element from K1 or K2.

... Equine (England)  
..... level 2  
..... Pathway 2

If apprentices choose K1, the minimum number of credits achieved will be 70. If apprentices choose K2, the minimum number of credits achieved will be 68.

# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## Inclusion of Information and Communications Technology (ICT)

Is ICT a framework requirement?      **YES**       **NO**

### ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Intermediate Apprenticeship in Equine is valued by the Equine Industry as an entry route into the sector. This pathway is suitable for those learners who want to enter the harness horse sector of the industry, where they will be working as a groom and learning to drive harness horses.

## **Progression onto the Intermediate Apprenticeship - Horse Harness pathway:**

There are no specific entry requirements to progress onto the Intermediate Apprenticeship, however, there are qualifications and experience listed below which will help learners prior to starting.

- BTEC Level 1 Certificate in Caring for Horses
- Level 1 Diploma in Work-based Horse Care
- Level 1 Diploma in Work-based Racehorse Care and Riding
- Level 1 Certificate in Stage 1 Horse Knowledge, Care and Riding
- Level 1 NVQ in Horse Care
- Units taken as part of foundation learning
- GCSEs/A levels
- Have previously worked in, or are currently working within the industry.

Learners who have completed the 14-19 Diploma may have completed units or short courses which will provide underpinning knowledge towards the Intermediate Apprenticeship, this will be assessed during an initial assessment allowing Recognition of Prior Learning (RPL) where appropriate.

Progression opportunities onto the Equine Intermediate Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Progression from the Intermediate Apprenticeship - Horse Harness pathway:**

Apprentices successfully completing the Intermediate Apprenticeship have opportunities to progress within the industry by progressing to Further Education courses such as:

- Advanced Apprenticeship in Equine
- Level 3 Certificate in Horse Management
- Equine Behaviour
- Level 3 Diploma in Workbased Horse Care and Management
- Level 3 Extended Diploma in Horse Care and Management.



Typical jobs learners completing the Intermediate Apprenticeship will be able to progress to are listed in the section on job opportunities.

For apprentices who wish to continue their development of skills and qualifications beyond Level 3, opportunities exist to progress further into Higher Education with Foundation Degrees/ Degrees. These are explained in the progression from the Advanced Apprenticeship section.

Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers)

# Employee rights and responsibilities

## Employee Rights and Responsibilities (ERR) within the Intermediate Apprenticeship in Equine

Within the Intermediate Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

There are nine national outcomes/standards that all learners must know and/or understand:

- Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
- Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
- Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
- Understands the role played by their occupation within their organisation and industry
- Has an informed view of the types of career pathways that are open to them
- Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
- Knows where and how to get information and advice on their industry, occupation, training and career
- Can describe and work within their organisation's principles of conduct and codes of practice
- Recognises and can form a view on issues of public concern that affect their organisation and industry.

## Certification Requirements for ERR

On completion of the Intermediate Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their

apprenticeship framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

# Level 3

Title for this framework at level 3

## Equine

Pathways for the framework at level 2:

- |            |                    |
|------------|--------------------|
| Pathway 1: | Horse Care         |
| Pathway 2: | Racehorse Care     |
| Pathway 3: | Harness Horse Care |

## Level 3, Pathway 1: Horse Care and Management

### Description of this pathway

Horse Care and Management is a broad pathway across the industry. A minimum of 45 credits which is made up of the following:

- Competence qualification - 25 credits
- Knowledge qualification - 10 credits
- Level 2 Functional Skills in English - 5 credits
- Level 2 Functional Skills in Mathematics - 5 credits

### Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Groom	Grooms care for and look after horses on a daily basis. Grooms may also be responsible for exercising the horses each day. This will include exercising from the ground, riding out on the road and in the open, schooling on the flat and over fences.
Assistant Yard Manager	An Assistant Yard Manager ensures the yard runs efficiently on a day to day basis, including managing staff, finances, care of the horses and dealing with clients. Apprentices would benefit from taking the Level 3 Award in Business Management for the Environment and Land-based Sector.
Trek Leader	Trek Leaders organise and run horse and pony riding activities, particularly treks and hacks across open countryside. They may work with groups or individuals. They may also be responsible for the care of the horses or ponies.
Intermediate Instructor/Level 3 Coach	An Instructor/Coach will plan, implement and analyse safe and competent lessons from beginner to elementary standards without supervision. Instructor/Coach should be able to show improvement of horse and rider, demonstrate practical business knowledge and be conversant with running a commercial yard

# Qualifications

## Competence qualifications available to this pathway

C1 - Level 3 Diploma in Work-based Horse Care and Management (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	501/2390/7	Equestrian Qualifications Limited	64	443	N/A
C1b	501/1885/7	City & Guilds	64	442	N/A

C2 - EQL Level 3 Certificate in Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C2a	501/1831/6	Equestrian Qualifications Limited	25	163	N/A

C3 - EQL Level 3 Certificate in Riding Horses on the Flat (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C3a	501/1828/6	Equestrian Qualifications Limited	26	169	N/A

## Knowledge qualifications available to this pathway

K1 - EQL Level 3 Award in the Principles of Horse Care (QCF)					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	501/1832/8	Equestrian Qualifications Limited	12	78	N/A

## K2 - City & Guilds Level 3 Award in Business Management for the Environment and Land-based Sector (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	500/9232/7	City & Guilds	10	60	N/A

## K3 - 1st4sport Level 3 Certificate in the Principles of Horse Care and Management (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K3a	601/4904/8	1st4sport	18	167	N/A

### Combined qualifications available to this pathway

N/A

### Relationship between competence and knowledge qualifications

K1, K2 and K3 provide the underpinning knowledge for C1a/C1b. Learners have the option to complete the most appropriate qualification for them and their job role.

If apprentices choose to complete either C2 or C3, then they must complete K1 as this provides the underpinning knowledge required for these qualifications.

If apprentices choose K1 and C1a or C1b the minimum number of credits achieved will be 76.

If apprentices choose K2 and C1a or C1b the minimum number of credits achieved will be 74.

Apprentices working towards becoming a Assistant Yard Manager would benefit from taking the Award in Business Management to prepare them for running their own business or yard.

If apprentices choose K3 and C1a or C1b, the minimum number of credits achieved will be 82.

If apprentices choose K1 and C2, the minimum number of credits achieved will be 37.

If apprentices choose K1 and C3, the minimum number of credits achieved will be 38.



# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## **Inclusion of Information and Communications Technology (ICT)**

Is ICT a framework requirement?      **YES**       **NO**

ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Equine industry values the Advanced Apprenticeship as an entry/progression route into the industry. From the Intermediate Apprenticeship there is direct progression onto the Advanced Apprenticeship, or learners may progress straight onto the Advanced Apprenticeship from another programme.

## **Progression onto the Advanced Apprenticeship - Horse Care pathway:**

Learners may progress onto the Advanced Apprenticeship by meeting one of the entry requirements for the framework.

- Intermediate Apprenticeship in Equine
- Level 2 Diploma in Horse Care/Racehorse Care
- BTEC Level 2 Diploma in Horse Care
- Level 2 Diploma for the Harness Horse Groom
- Level 2 Diploma in BHS Horse Knowledge and Care
- Level 2 Extended Certificate in Horse Care
- Practical experience within the Equine industry
- 3 GCSEs (A\*-C)/A levels

14-19 Diploma learners who have completed the Higher Diploma may have completed units within this, which could provide underpinning knowledge and will be assessed during an initial assessment so that Recognition of Prior Learning (RPL) can be applied if appropriate.

Progression opportunities onto the Equine Advanced Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Progression from the Advanced Apprenticeship - Horse Care and Management pathway:**

Apprentices successfully completing the Advanced Apprenticeship have opportunities to progress within the industry by progressing to other Higher Education courses such as a HNC/D, Foundation Degree or Degree (BSc). Examples of courses available across the UK include:

- Equine Science
- Equine Studies
- Equine Management
- Equine Behaviour
- Equine Leisure and Event Management
- Equine Business Management.

For apprentices who wish to continue their development of skills and qualifications beyond Degree level, opportunities exist to progress further, with courses such as a Masters Degree, including:

- Equine Science
- Equine Health and Welfare
- Applied Equine Science.

Some useful websites to visit regarding Higher Education are [www.ucas.co.uk](http://www.ucas.co.uk), or <http://ukpass.prospects.ac.uk>, both of these have information about courses and providers along with specific information on entry requirements.

Apprentices looking to progress within their employment from the Advanced Apprenticeship may be able to work towards managerial positions such as Stud Groom Manager and Yard Manager. Other options are available in coaching, instructing and training. Progression will be dependent on the qualifications and experience an individual possess, as achievement alone of the Advanced Apprenticeship does not guarantee entry to these opportunities.

Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers).

# Employee rights and responsibilities

## Employee Rights and Responsibilities (ERR) within the Advanced Apprenticeship in Equine

Within the Advanced Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

Apprentices who have already undertaken an Intermediate Apprenticeship may have already completed the ERR workbook or they may have undertaken an accredited unit. These apprentices will not be required to repeat this section but they will be required to provide evidence of completion within their portfolio.

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

## Certification Requirements for ERR

On completion of the Advanced Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

## Level 3, Pathway 2: Racehorse Care and Management

### Description of this pathway

Suitable for those working in the racing sector as grooms and jockeys. A minimum of 61 credits which is made up of the following:

- Competence qualification - 41 credits
- Knowledge qualification - 10 credits
- Level 2 Functional Skills in English - 5 credits
- Level 2 Functional Skills in Mathematics - 5 credits

### Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Groom	Grooms care for and look after horses on a daily basis. Grooms may also be responsible for exercising the horses each day. This will include exercising from the ground, riding out on the road and in the open, schooling on the flat and over fences.
Assistant Yard Manager	An Assistant Yard Manager ensures the yard runs efficiently on a day to day basis, including managing staff, finances, care of the horses and dealing with clients. Apprentices would benefit from taking the Level 3 Award in Business Management for the Environment and Land-based Sector.
Jockey	A Jockey is a highly trained horseman, skilled in riding racehorses who is appointed by a licensed trainer to ride their horses at public race meetings. They may race either on the flat (on a race track without obstacles) or across jumps (known as National Hunt racing).



# Qualifications

## Competence qualifications available to this pathway

### C1 - 1st4sport Level 3 Diploma in Work-based Racehorse Care and Management (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	601/5040/3	1st4sport	41	259	N/A

## Knowledge qualifications available to this pathway

### K1 - 1st4sport Level 3 Certificate in the Principles of Horse Care and Management (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	601/4904/8	1st4sport	18	167	N/A

### K2 - City & Guilds Level 3 Award in Business Management for the Environment and Land-based Sector (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	500/8232/7	City & Guilds	10	60	N/A

### K3 - EQL Level 3 Award in Principles of Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K3a	501/1832/8	Equestrian Qualifications Limited	12	78	N/A

## Combined qualifications available to this pathway

N/A

## Relationship between competence and knowledge qualifications

K1, K2 and K3 provide the underpinning knowledge for learners to complete C1. It will be down to the learner, employer and training provider to establish the most appropriate knowledge element from K1, K2 and K3.

If apprentices choose K1, the minimum number of credits achieved will be 59.

If apprentices choose K2, the minimum number of credits achieved will be 51. Apprentices working towards becoming a Assistant Yard Manager would benefit from taking the Award in Business Management to prepare them for running their own business or yard.

If apprentices choose K3, the minimum number of credits achieved will be 53.

# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## Inclusion of Information and Communications Technology (ICT)

Is ICT a framework requirement?      **YES**       **NO**

### ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Equine industry values the Advanced Apprenticeship as an entry/progression route into the industry. From the Intermediate Apprenticeship there is direct progression onto the Advanced Apprenticeship, or learners may progress straight onto the Advanced Apprenticeship from another programme.

## **Progression onto the Advanced Apprenticeship - Racehorse Care pathway:**

Learners may progress onto the Advanced Apprenticeship by meeting one of the entry requirements for the framework.

- Intermediate Apprenticeship in Equine
- Level 2 Diploma in Horse Care/Racehorse Care
- BTEC Level 2 Diploma in Horse Care
- Level 2 Diploma for the Harness Horse Groom
- Level 2 Diploma in BHS Horse Knowledge and Care
- Level 2 Extended Certificate in Horse Care
- Practical experience within the Equine industry
- 3 GCSEs (A\*-C)/A levels

14-19 Diploma learners who have completed the Higher Diploma may have completed units within this, which could provide underpinning knowledge and will be assessed during an initial assessment so that Recognition of Prior Learning (RPL) can be applied if appropriate.

Progression opportunities onto the Equine Advanced Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Progression from the Advanced Apprenticeship - Racehorse Care and Management pathway:**

Apprentices successfully completing the Advanced Apprenticeship have opportunities to progress within the industry by progressing to other Higher Education courses such as a HNC/D, Foundation Degree or Degree (BSc). Examples of courses available across the UK include:

- Equine Science
- Horse Racing Industry
- Equine Sports Performance
- Equine Behaviour
- Equine Leisure and Event Management
- Equine Business Management.

For learners who wish to continue their development of skills and qualifications beyond Degree level, opportunities exist to progress further, courses such as a Masters Degree, which could include:

- Equine Science
- Equine Health and Welfare
- Applied Equine Science.

Some useful websites to visit regarding Higher Education are [www.ucas.co.uk](http://www.ucas.co.uk) or <http://ukpass.prospects.ac.uk>, both of these have information about courses and providers along with specific information on entry requirements.

Apprentices looking to progress within their employment from the Advanced Apprenticeship may be able to work towards managerial positions such as Stud Groom Manager, Yard Manager or Jockey. Progression will be dependent on the qualifications and experience an individual possess, as achievement alone of the Advanced Apprenticeship does not guarantee entry to these opportunities.

Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers).

# Employee rights and responsibilities

## Employee Rights and Responsibilities (ERR) within the Advanced Apprenticeship in Equine

Within the Advanced Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

Apprentices who have already undertaken an Intermediate Apprenticeship may have already completed the ERR workbook or they may have undertaken an accredited unit. These apprentices will not be required to repeat this section but they will be required to provide evidence of completion within their portfolio.

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

## Certification Requirements for ERR

On completion of the Advanced Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.



## Level 3, Pathway 3: Harness Horse Care and Management

### Description of this pathway

Harness Horse Care and Management is for those working in specialist establishments. A minimum of 82 credits which is made up of the following:

- Competence qualification - 62 credits
- Knowledge qualification - 10 credits
- Level 2 Functional Skills in English - 5 credits
- Level 2 Functional Skills in Mathematics - 5 credits

### Entry requirements for this pathway in addition to the framework entry requirements

No additional pathway entry requirements.

Job title(s)	Job role(s)
Harness Horse Groom	Harness Horse Grooms care for and look after horses on a daily basis. Grooms may also be responsible for exercising the horses each day. This will include exercising from the ground, driving out on the road and the open and schooling on the flat.
Harness Horse Driver	Drivers will work with a single horse or a pair of horses' and therefore need to understand the needs of the horse/s' ensuring that harnesses and other equipment are fitted correctly. It will be essential that health and safety standards are maintained to a high level as well as the horse/s' welfare
Assistant Harness Horse Trainer	Supporting Harness Horse Trainers and responsible for implementing training programmes, reporting on progress to the trainer to review and revise the training programme. Apprentices would benefit from taking the Level 3 Award in Business Management for the Environment and Land-based Sector.
Harness Horse Groom - Agriculture	Harness Horse Grooms care for and look after horses on a daily basis. The work will involve working with a single or pair of horses to work with machinery such as a plough or binder. It is likely that the work will involve the supervision of Assistant Grooms.

# Qualifications

## Competence qualifications available to this pathway

### C1 - BDS Level 3 Diploma in Driving and Working with Harness Horses (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	501/1071/8	British Driving Society	62	427	N/A

## Knowledge qualifications available to this pathway

### K1 - 1st4sport Level 3 Certificate in the Principles of Horse Care and Management (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	601/4904/8	1st4sport	18	167	N/A

### K2 - EQL Level 3 Award in the Principles of Horse Care (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K2a	501/1832/8	Equestrian Qualification Limited	12	78	N/A

### K3 - City & Guilds Level 3 Award in Business for the Environment and Land-based Sector (QCF)

No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K3a	500/9232/7	City & Guilds	10	60	N/A

## Combined qualifications available to this pathway

N/A

## Relationship between competence and knowledge qualifications

K1, K2 and K3 all provide the underpinning knowledge for learners to complete C1. It will be down to the learner, employer and training provider to establish the most appropriate knowledge element from K1, K2 and K3.

If apprentices choose K1, the minimum number of credits achieved will be 80.

If apprentices choose K2, the minimum number of credits achieved will be 74.

If apprentices choose K3, the minimum number of credits achieved will be 72. Apprentices working towards the Harness Horse Trainer would benefit from taking the Level 3 Award in Business Management for the Environment and Land-based Sector preparing them for running their own horse training business.

# Transferable skills (England)

Apprentices must complete, or have completed, one of the English transferable skills qualifications and one of the Mathematical transferable skills qualifications in order to successfully complete their Apprenticeship.

The list of acceptable qualifications may vary depending on the Apprentice's completion date of their Apprenticeship. Please check the qualifications that are acceptable for each Apprentice.

If Apprentices do not have acceptable evidence of the achievement of these mandatory qualifications, at the required grade/level, an Apprenticeship certificate cannot be awarded.

## ENGLISH

For the current list of acceptable English qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require English achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for English:

Click here to enter text.

## MATHS

For the current list of acceptable Maths qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require Maths achievement above the minimum SASE requirement?

YES

**NO**

If YES, please state the grade/level required for Maths:

Click here to enter text.

## Inclusion of Information and Communications Technology (ICT)

Is ICT a framework requirement?      **YES**       **NO**

### ICT

For the current list of acceptable ICT qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of [SASE](#) on the [www.gov.uk](http://www.gov.uk) website. Additional guidance materials can be found on the [Knowledge Base](#) section of the [ACE](#) website.

Does this framework require ICT achievement above the minimum SASE requirement

YES

**NO**

If YES, please state the grade/level required for ICT:

Click here to enter text.

# Progression routes into and from this pathway

The Equine industry values the Advanced Apprenticeship as an entry/progression route into the industry. From the Intermediate Apprenticeship there is direct progression onto the Advanced Apprenticeship, or learners may progress straight onto the Advanced Apprenticeship from another programme.

## **Progression onto the Advanced Apprenticeship - Harness Horse Care and Management pathway:**

Apprentices may progress onto the Advanced Apprenticeship by meeting one of the entry requirements for the framework.

- Intermediate Apprenticeship in Equine
- Level 2 Diploma in Horse Care/Racehorse Care
- BTEC Level 2 Diploma in Horse Care
- Level 2 Diploma for the Harness Horse Groom
- Level 2 Diploma in BHS Horse Knowledge and Care
- Level 2 Extended Certificate in Horse Care
- Practical experience within the Equine industry
- 3 GCSEs (A\*-C)/A levels.

14-19 Diploma learners who have completed the Higher Diploma may have completed units within this, which could provide underpinning knowledge and will be assessed during an initial assessment so that Recognition of Prior Learning (RPL) can be applied if appropriate.

Progression opportunities onto the Equine Advanced Apprenticeship also exist for adult learners who have experience within the Equine industry or who are looking for a career change.

## **Progression from the Advanced Apprenticeship - Horse Harness Care and Management pathway:**

Apprentices successfully completing the Advanced Apprenticeship have opportunities to progress within the industry by progressing to other Higher Education courses such as a HNC/D, Foundation Degree or Degree (BSc). Examples of courses available across the UK include:

- Equine Science
- Equine Studies
- Equine Sports Performance
- Equine Management

... Equine (England)  
..... level 3  
..... Pathway 3

- Equine Behaviour
- Equine Leisure and Event Management
- Equine Business Management
- Specialist Commercial and Professional Harness Horse Driving.

For learners who wish to continue their development of skills and qualifications beyond Degree level, opportunities exist to progress further, courses such as a Masters Degree, which could include:

- Equine Science
- Equine Health and Welfare
- Applied Equine Science.

Some useful websites to visit regarding Higher Education are [www.ucas.co.uk](http://www.ucas.co.uk), or <http://ukpass.prospects.ac.uk>, both of these have information about courses and providers along with specific information on entry requirements.

Learners looking to progress in their employment from the Advanced Apprenticeship may be able to work towards managerial positions such as Yard Manager and Professional/Commercial Harness Horse Driver. Other options are available in coaching, instructing and training. Progression will be dependent on the qualifications and experience an individual possess, as achievement alone of the Advanced Apprenticeship does not guarantee entry to these opportunities.

Further information on careers in the Equine industry including job profiles, progression maps and case studies can be found at [www.lantra.co.uk/careers](http://www.lantra.co.uk/careers).



# Employee rights and responsibilities

## Employee Rights and Responsibilities (ERR) within the Advanced Apprenticeship in Equine

Within the Advanced Apprenticeship in Equine apprentices need to complete the ERR workbook. Lantra's Equine ERR workbook contains a number of tasks with short answer questions covering the nine outcomes listed below, which learners can complete at their own pace. The workbook can be found on Lantra's website [www.lantra.co.uk/ERR](http://www.lantra.co.uk/ERR)

Apprentices who have already undertaken an Intermediate Apprenticeship may have already completed the ERR workbook or they may have undertaken an accredited unit. These apprentices will not be required to repeat this section but they will be required to provide evidence of completion within their portfolio.

There are nine national outcomes/standards that all learners must know and/or understand:

1. Knows and understands the range of employer and employee statutory rights and responsibilities under Employment Law. This should cover the apprentice's rights and responsibilities under the Employment Rights Act 1996, Equality Act 2010 and Health & Safety legislation, together with the responsibilities and duties of employers
2. Knows and understands the procedures and documentation in their organisation which recognise and protect their relationship with their employer. Health & Safety and Equality & Diversity training must be an integral part of the apprentice's learning programme
3. Knows and understands the range of sources of information and advice available to them on their employment rights and responsibilities. Details of Access to Work and Additional Learning Support must be included in the programme
4. Understands the role played by their occupation within their organisation and industry
5. Has an informed view of the types of career pathways that are open to them
6. Knows the types of representative bodies and understands their relevance to their skill, trade or occupation, and their main roles and responsibilities
7. Knows where and how to get information and advice on their industry, occupation, training and career
8. Can describe and work within their organisation's principles of conduct and codes of practice
9. Recognises and can form a view on issues of public concern that affect their organisation and industry.

## Certification Requirements for ERR

On completion of the Advanced Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

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The remaining sections apply to all levels and pathways within this framework.

# How equality and diversity will be met

## Equine industry

The Equine industry employees are mainly females 70%, which is significantly higher than the sector average of 32% (UK) female employees and England's average at 46%. Whilst the industry doesn't preclude males from working in the sector, it is suggested that the imbalance is due to an out-dated perception of Equine employment as traditionally a female dominated industry despite many roles in Equine being carried out by males, such as jockeys where males dominate the workforce. It is interesting to note that Further Education enrolments onto Equine related learning programmes are also mainly female at 91% compared with work-based learning enrolments 80%.

There are a wide range of hands-on roles for people of all ages and abilities together with an increasing need for skilled managerial, high-tech and specialist people. Lantra's research predicts that 110,000 people will be needed over the next decade across the land-based sector.

The Equine industry is incredibly diverse, there are opportunities to work with horses in areas including riding schools, livery yards, events and competitions, and clubs and hunts. In racing yards careers range from grooms to riding instructors, to horse breeders and jockeys. Many equine establishments have multiple functions, for example riding schools can also be livery yards and breeders can also be trainers.

There are no actual barriers to recruitment into the industry, however there may be some physical restrictions in parts of the Equine industry especially whilst working with equines. This should not rule anyone out as there may be opportunities for people with a physical disability to work elsewhere in the industry. Indeed, the industry is very experienced in dealing with people with physical restrictions, as the Riding for the Disabled operate within this industry. The qualifications within the framework include units for supporting riders with special requirements.

Care should be taken by providers and employers that unfair discrimination does not occur.

Apprenticeships are seen as an important route to encourage and facilitate a greater diversity of individuals into the industry. Training providers MUST comply with the Equality Act 2010 to ensure that applicants are not discriminated against in terms of entry to the industry, using the nine legally protected characteristics of:

1. Age
2. Disability
3. Gender

4. Gender reassignment
5. Marriage and civil partnerships
6. Pregnancy and maternity
7. Race
8. Religion and Belief
9. Sexual orientation

### **Resolutions and further work**

The units within the competence and knowledge qualifications have been written in collaboration with partner awarding organisations to ensure that they are free from bias, accessible to all apprentices and are applicable to a wide range of roles and businesses within Equine. Because of the diverse nature of the Equine sector the competence and knowledge qualifications have been developed from these units to allow maximum flexibility and choice within the rules of combination.

Lantra will work with the Equine industry to promote the need for skilled managerial, high-tech and specialist people. This will also take into account the need to increase male and ethnic participation in the industry. Activities will include:

- Increasing the awareness of the Equine Apprenticeship with specific promotions, in particular focusing on under-represented groups, males etc
- Increasing marketing and communications, highlighting the opportunities to a wide range of careers
- Using Lantra's careers web pages to inform careers advisors and apprentices of the opportunities available in the industry.

Through the Equine industry, issues relating to standards, training and business productivity have been identified and an industry action plan developed to prioritise issues such as recruitment and upskilling within the industry.

## **On and off the job guided learning (England)**

### **Total GLH for each pathway**

#### **Total Guided Learning Hours**

#### **Intermediate Apprenticeship**

There are 3 pathways within the Equine Intermediate Apprenticeship. The total Guided

**Learning Hours for each of the pathways which includes on and off-the-job guided learning are as follows:**

**Horse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 463 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 18 months. The requirement, therefore, is for an apprentice to undertake a minimum of 309 hours in year 1 and 154 in the remaining 6 months of the programme.

**Racehorse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 561 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 18 months. The requirement, therefore, is for an apprentice to undertake a minimum of 374 hours within year 1 and 187 in the remaining 6 months of the programme.

**Harness Horse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 664 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 18 months. The requirement, therefore, is for an apprentice to undertake a minimum of 443 hours in year 1 and 221 in the remaining 6 months of the programme.

### **Advanced Apprenticeship**

**There are 3 pathways within the Equine Advanced Apprenticeship. The total Guided Learning Hours for each of the pathways which includes on and off-the-job guided learning are as follows:**

**Horse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 571 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 24 months. The requirement, therefore, is for an apprentice to undertake a minimum of 285.5 hours in each year of the programme.

**Racehorse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 607 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 24 months. The requirement, therefore, is for an apprentice to undertake a minimum of 303.5 hours in each year of the programme.

**Harness Horse Care pathway** - The total amount of Guided Learning Hours (GLH) which includes both on and off-the-job guided learning for this pathway is 685 GLH.

It is expected that apprentices undertaking this pathway would be able to complete the programme within 24 months. The requirement, therefore, is for an apprentice to undertake a minimum of 342.5 hours in each year of the programme.

## Minimum off-the-job guided learning hours

### Off-the-job GLH

Off-the-job GLH is defined as time for learning activities away from normal work duties. For the Equine frameworks the amount of off-the-job GLH is shown below:

### Intermediate Apprenticeship

**Horse Care pathway** - a minimum of 150 off-the-job guided learning hours must be delivered over the 18 month period. 100 off-the-job guided learning hours must be delivered within the first year, followed by 50 hours in the remaining 6 month period. This meets the minimum of 100 hours off-the-job GLH per year.

**Racehorse Care pathway** - a minimum of 168 off-the-job guided learning hours must be delivered over the 18 month period. 112 off-the-job guided learning hours must be delivered within the first year, followed by 56 hours in the remaining 6 month period. This meets the minimum of 30% off-the-job GLH per year.

**Harness Horse Care pathway** - a minimum of 199 off-the-job guided learning hours must be delivered over the 18 month period. 133 off-the-job guided learning hours must be delivered within the first year, followed by 66 hours in the remaining 6 month period. This meets the minimum of 30% off-the-job GLH per year.

### Advanced Apprenticeship

**Horse Care pathway** - a minimum of 200 off-the-job guided learning hours must be delivered over the 24 month period. 100 off-the-job guided learning hours must be delivered within each year. This meets the minimum of 100 hours off-the-job GLH per year.

**Racehorse Care pathway** - minimum of 200 off-the-job guided learning hours must be delivered over the 24 month period. 100 off-the-job guided learning hours must be delivered within each year. This meets the minimum of 100 hours off-the-job GLH per year.

**Harness Horse Care pathway** - a minimum of 206 off-the-job guided learning hours must be delivered over the 24 month period. 103 off-the-job guided learning hours must be delivered within each year. This meets the minimum of 30% off-the-job GLH per year.

## How this requirement will be met

### Off-the-job guided learning should be:

- Planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager
- Allowed access as and when required by the apprentice either to a tutor, teacher, mentor or manager
- Delivered during contracted working hours
- Delivered through one or more of the following methods: individual and group teaching, e-learning, distance learning, coaching, mentoring, feedback and assessment, collaborative/networked learning with peers, guided study.

### Examples of off-the-job training for the Equine Apprenticeship are:

- Business principles
- Master classes
- Mentoring sessions
- Functional skills in English and Mathematics
- Human and Equine First Aid Training
- Principles and codes of practice for Equine livery yards, including relevant legislation
- Taught sessions contributing to Employee Rights and Responsibilities knowledge
- Induction where activities are covered away from normal work duties.

### This evidence of off-the-job GLH will be collected through the following:

- Level 2/3 Knowledge based qualifications
- Level 1/2 Functional Skills in English and Mathematics - 45 GLH per Functional Skill
- Employee Rights and Responsibilities
- Personal Learning and Thinking Skills
- Induction

### Evidence of off-the-job guided learning

Off-the-job training must be recorded in a diary, workbook, portfolio or attendance records. This evidence needs to be checked and signed by the assessor and employer.

### Certification Requirements for GLH

On completion of the Intermediate and Advanced Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their

employer

- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

## Minimum on-the-job guided learning hours

On-the-job guided learning is defined as skills, knowledge and competence gained within normal work duties. For the Equine frameworks the on-the-job GLH is shown below:

### Apprenticeship

**Horse Care pathway** – a minimum of 313 on-the-job guided learning hours must be delivered over the 18 month period. 209 on-the-job guided learning hours must be delivered in year 1 and 104 GLH in the remaining 6 month period.

**Racehorse Care pathway** – a minimum of 393 on-the-job guided learning hours must be delivered over the 18 month period. 262 on-the-job guided learning hours must be delivered in year 1 and 131 GLH in the remaining 6 month period.

**Harness Horse pathway** – a minimum of 465 on-the-job guided learning hours must be delivered over the 18 month period. 310 on-the-job guided learning hours must be delivered in year 1 and 155 GLH in the remaining 6 month period.

### Advanced Apprenticeship

**Horse Care and Management pathway** – a minimum of 371 on-the-job guided learning hours must be delivered over the 24 month period. 185.5 on-the-job guided learning hours must be delivered each year.

**Racehorse Care and Management pathway** – a minimum of 407 on-the-job guided learning hours must be delivered over the 24 month period. 203.5 on-the-job guided learning hours must be delivered each year.

**Harness Horse Care and Management pathway** – a minimum of 479 on-the-job guided learning hours must be delivered over the 24 month period. 239.5 on-the-job guided learning hours must be delivered each year.



## How this requirement will be met

Job roles within the three pathways in the Intermediate and Advanced Apprenticeship require a high level of competence and knowledge, which will be undertaken through work-based training, practice and experience.

### On-the-job guided learning should:

- Achieve clear and specific outcomes which contribute directly to the successful achievement of the framework and this may include accredited and non-accredited elements of the framework
- Be planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager
- Allow access as and when required by the apprentice either to a tutor, teacher, mentor or manager
- Be delivered during contracted working hours
- Be delivered through one or more of the following methods: individual and group teaching, e-learning, distance learning, coaching, mentoring, feedback and assessment, collaborative/networked learning with peers, guided study.

### Examples of on-the-job guided learning that a learner will be focusing on within the workplace for the Equine Apprenticeship are:

- Husbandry skills e.g. horse health, care and fitness
- Riding skills
- Employability skills
- Team working and communications
- Task specific workplace instruction or team briefings
- Taught sessions by the workplace line manager/instructor as opposed to formal planned taught sessions off-the-job on Employee Rights and Responsibilities knowledge
- Induction where activities are covered within normal work duties.

### This evidence will be collected through the following:

- Level 2/3 Diploma in Work-based Horse Care/Racehorse Care, Level 2/3 Certificate in Horse Care, Level 2/3 Certificate in Riding Horses on the Flat, Level 2 Diploma for the Harness Horse Groom, Level 3 Diploma in Driving and Working with Harness Horses
- Level 1/2 Functional skills in English and Mathematics - 45 GLH per Functional Skill

### Evidence of on-the-job guided learning

On-the-job guided learning must be recorded in either a diary, workbook, portfolio or attendance records. This evidence needs to be checked and signed by the assessor and employer.

A completed sign off sheet from the provider that the appropriate on-the-job GLH have been

completed, which is available on Lantra's website <http://www.lantra.co.uk/forms>, needs to be sent to Lantra.

### **Certification Requirements for GLH**

On completion of the Intermediate and Advanced Apprenticeship all providers and apprentices must complete the Apprentice Declaration & Authorisation Form when claiming for the Apprentice's apprenticeship certificate.

The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer
- confirm their achievement of all ERR requirements
- confirm their achievement of all 6 PLTS
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job

All apprentices must sign this form at the end of programme to give their authority for the organisation named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate. This form should be uploaded onto Apprenticeship Certification England (ACE) when claiming completion of the framework.

## Certification Requirements for GLH

All providers and apprentices must complete the Apprenticeship Consent Form when claiming for the apprentice's Apprenticeship certificate. The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer;
- confirm their achievement of all ERR requirements;
- confirm their achievement of all 6 PLTS;
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job.

All apprentices must sign this form at the end of programme to give their authority for the claimant, named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate.

# Personal learning and thinking skills assessment and recognition (England)

## Summary of Personal Learning and Thinking Skills

This section sets out the requirements for completion of all the Personal Learning and Thinking Skills (PLTS) outcomes and then goes on to give more detailed information about how each one is to be evidenced.

Within the Equine Apprenticeship there are many opportunities for learners to demonstrate and collect evidence for each of the PLTS outcomes through the units within the Equine competence based qualifications. The Awarding Organisations (1st4sport, EQL, BDS and City & Guilds) have developed with Lantra a Record of Achievement, which is based on quality assured evidence collected throughout the Apprenticeship. This ensures that PLTS are formally assessed.

Lantra requires learners to complete the Equine PLTS Record of Achievement and providers/assessors will need to check the evidence provided and complete the sign off sheet that can be found on Lantra's website [www.lantra.co.uk/apprenticeships](http://www.lantra.co.uk/apprenticeships).

Apprentices who have already undertaken an Intermediate Apprenticeship may have already completed PLTS. These apprentices will not be required to repeat this section but they will be required to provide evidence of completion to the training provider.

It will be the responsibility of the centre to ensure this information is retained for the Internal Verifier to ensure quality assurance.

## Certification Requirements for PLTS

All providers and apprentices must complete the Apprenticeship Consent Form when claiming for the apprentice's Apprenticeship certificate. The universal form covers declarations for the apprentice to:

- confirm the existence of an Apprenticeship Agreement between themselves and their employer;
- confirm their achievement of all ERR requirements;
- confirm their achievement of all 6 PLTS;
- confirm that they have received at least the minimum levels of GLH set out in their framework and have undertaken training both on and off the job.

All apprentices must sign this form at the end of programme to give their authority for the claimant, named on the form, to make a claim, on their behalf, for their Apprenticeship completion certificate.

## Creative thinking

People think creatively by generating and exploring ideas, making original connections. They try different ways to tackle a problem, working with others to find imaginative solutions and outcomes that are of value.

To demonstrate these skills, behaviours and personal qualities, apprentices should:

- Generate ideas and explore possibilities;
- Ask questions to extend their thinking;
- Connect their own and others' ideas and experiences in inventive ways; Question their own and others' assumptions;
- Try out alternatives or new solutions and follow ideas through; Adapt ideas as circumstances change.

## Independent enquiry

People process and evaluate information in their investigations, planning what to do and how to go about it. They take informed and well-reasoned decisions, recognising that others have different beliefs and attitudes.

Skills, behaviours and personal qualities for apprentices:

- Identify questions to answer and problems to resolve;
- Plan and carry out research, appreciating the consequences of decisions; Explore issues, events or problems from different perspectives;
- Analyse and evaluate information, judging its relevance and value;
- Consider the influence of circumstances, beliefs and feelings on decisions and events; Support conclusions, using reasoned arguments and evidence.

## Reflective learning

People evaluate their strengths and limitations, setting themselves realistic goals with criteria for success. They monitor their own performance and progress, inviting feedback from others and making changes to further their learning.

To demonstrate these skills, behaviours and personal qualities, apprentices should:

- Assess themselves and others, identifying opportunities and achievements;
- Set goals with success criteria for their development and work;
- Review progress, acting on the outcomes;
- Invite feedback and deal positively with praise, setbacks and criticism; Evaluate experiences and learning to inform future progress;
- Communicate their learning in relevant ways for different audiences.

## Team working

People work confidently with others, adapting to different contexts and taking responsibility for their own part. They listen to and take account of different views. They form collaborative relationships, resolving issues to reach agreed outcomes.

To demonstrate these skills, behaviours and personal qualities, apprentices should:

- Collaborate with others to work towards common goals;
- Reach agreements, managing discussions to achieve results;
- Adapt behaviour to suit different roles and situations, including leadership roles; Show fairness

- and consideration to others;
- Take responsibility, showing confidence in themselves and their contribution;
- Provide constructive support and feedback to others.

## Self management

People organise themselves, showing personal responsibility, initiative, creativity and enterprise with a commitment to learning and self-improvement. They actively embrace change, responding positively to new priorities, coping with challenges and looking for opportunities.

To demonstrate these skills, behaviours and personal qualities, apprentices should:

- Seek out challenges or new responsibilities and show flexibility when priorities change;
- Work towards goals, showing initiative, commitment and perseverance;
- Organise time and resources, prioritising actions;
- Anticipate, take and manage risks;
- Deal with competing pressures, including personal and work-related demands;
- Respond positively to change, seeking advice and support when needed;
- Manage their emotions, and build and maintain relationships.

## Effective participation

People actively engage with issues that affect them and those around them. They play a full part in the life of their school, college, workplace or wider community by taking responsible action to bring improvements for others as well as themselves.

To demonstrate these skills, behaviours and personal qualities, apprentices should:

- Discuss issues of concern, seeking resolution where needed;
- Present a persuasive case for action;
- Propose practical ways forward, breaking these down into manageable steps;
- Identify improvements that would benefit others as well as themselves;
- Try to influence others, negotiating and balancing diverse views to reach workable solutions;
- Act as an advocate for views and beliefs that may differ from their own.

# apprenticeship **FRAMEWORK**

For more information visit-  
[www.acecerts.co.uk/framework\\_library](http://www.acecerts.co.uk/framework_library)