



National Unit specification: general information

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Unit code: FV9L 11

Superclass: PL

Publication date: September 2011

Source: Scottish Qualifications Authority

Version: 01

Summary

This Unit is designed to enable the candidate to acquire the skills and knowledge pertinent to health and safety for those working with horses, including legislative and fire fighting procedures. Current health and safety regulations and safe working practices will be adhered to at all times.

This Unit is suitable for candidates who wish to develop their abilities as an assistant worker in the horse industry, or who wish to progress onto the HNC in Equine Studies.

Outcomes

- 1 Describe potential hazards on a stable yard and methods to avoid them.
- 2 Describe the statutory responsibilities of the stable yard employer and employee in relation to the public.
- 3 Outline the safety precautions necessary for a range of given situations.
- 4 Describe common occupational health hazards of persons working with horses.
- 5 Take precautions to prevent fire and select appropriate fire fighting equipment for a given situation.

Recommended entry

While entry is at the discretion of the centre, it would be beneficial if candidates had previous experience of handling horses.

General information (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Credit points and level

1 National Unit credit at SCQF level 5: (6 SCQF credit points at SCQF level 5*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Core Skills

Opportunities to develop aspects of Core Skills are highlighted in the support notes of this Unit specification.

There is no automatic certification of Core Skills or Core Skill component in this Unit.

National Unit specification: statement of standards

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

Outcome 1

Describe potential hazards on a stable yard and methods to avoid them.

Performance Criteria

- (a) Identify common hazards associated with stable yards.
- (b) Describe potentially hazardous situations.
- (c) Carry out a risk assessment.
- (d) Describe methods to minimise the risk of potential hazards.

Outcome 2

Describe the statutory responsibilities of the stable yard employer and employee in relation to the public.

Performance Criteria

- (a) Describe the employer's responsibility under current Health and Safety legislation.
- (b) Describe the employee's responsibility under current Health and Safety legislation.
- (c) Identify the authorities from which a stable yard must be approved for health, safety and welfare.
- (d) Explain the purposes of employer liability and public liability insurances relating to the stable yard.

Outcome 3

Outline the safety precautions necessary for a range of given situations.

Performance Criteria

- (a) Describe the importance of adhering to the manufacturer's recommendations for veterinary preparations and substances.
- (b) Describe the recognised procedures to be adhered to when disposing of drugs, containers and used equipment.
- (c) Demonstrate the safe and efficient manual handling techniques for lifting and carrying heavy and awkward shaped objects.
- (d) Explain the consequences of using poor lifting and handling techniques.
- (e) Describe and demonstrate the safe and correct use of electrical equipment commonly found in a stable yard.

National Unit specification: statement of standards (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Outcome 4

Describe common occupational health hazards for persons working with horses.

Performance Criteria

- (a) Identify the causes and symptoms of occupational health hazards when working with horses.
- (b) Identify the precautions available to guard against occupational health hazards when working with horses.
- (c) Describe the importance of PPE.
- (d) Describe appropriate dress code.
- (e) Explain the importance of physical fitness in order to carry out yard work safely and effectively.

Outcome 5

Take precautions to prevent fire and select appropriate fire fighting equipment for a given situation.

Performance Criteria

- (a) Describe the main causes of fire in a stable yard.
- (b) Describe the major methods of fire prevention.
- (c) Describe the correct routine for evacuation of humans and horses from buildings.
- (d) Select the correct fire extinguisher(s) and other relevant fire fighting equipment for a given situation.

National Unit specification: statement of standards (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Evidence Requirements for this Unit

Written and/or oral and performance evidence is required to demonstrate that the candidate has achieved all Outcomes and Performance Criteria.

Outcome 1

Written/oral recorded, performance and/or product evidence must include:

- ◆ Identification of a minimum of six potential hazards commonly found in a stable yard.
- ◆ Description of a minimum of six potentially hazardous situations potentially encountered in a stable yard.
- ◆ Completion of a risk assessment for a given task.
- ◆ Description of a minimum of six methods to minimise the risk of potentially hazardous situations.

Outcome 2

Written/oral recorded evidence must include:

- ◆ Brief accurate description of employer responsibility under current Health and Safety at Work legislation.
- ◆ Brief accurate description of employee responsibility under current Health and Safety at Work legislation.
- ◆ Identification of a minimum of two authorities from which a stable must be approved for health, safety and welfare.
- ◆ Explanation of a minimum of three purposes of employer and public liability insurances relating to the stable yard.

Outcome 3

Written/oral recorded, performance and/or product evidence must include:

- ◆ An accurate description of the importance of adhering to the manufacturer's recommendations for a minimum of two veterinary preparations and substances, in respect of handling, safe storage, use by dates, administration and cleanliness.
- ◆ An accurate description of a minimum of three recognised procedures to be adhered to when disposing of drugs, containers and used equipment.
- ◆ Effective demonstration of a minimum of three safe and efficient manual handling techniques for lifting and carrying heavy and awkward shaped objects.
- ◆ An accurate explanation of a minimum of two consequences of using poor lifting and handling techniques.
- ◆ An accurate description of a minimum of three safety checks which should be carried out before using electrical equipment.
- ◆ Effective demonstration of safe and correct handling and use of electrical equipment commonly found in a stable yard.

National Unit specification: statement of standards (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Outcome 4

Written/oral recorded evidence must include:

- ◆ Identification of a minimum of three causes of occupational health hazards when working with horses and their symptoms.
- ◆ Identification of a minimum of three precautions available to guard against occupational health hazards, when working with horses.
- ◆ Description of the importance of PPE and explanation of appropriate dress code.
- ◆ A minimum of two reasons of why physical fitness is important in order to carry out yard work safely and effectively.

Outcome 5

Written/oral recorded and performance evidence must include:

- ◆ An accurate description of main causes of fire in a stable yard.
- ◆ An accurate description of a minimum of five major methods of fire prevention in a stable yard.
- ◆ An accurate description of the correct routine for evacuation of humans and horses from buildings.
- ◆ Identification of appropriate fire fighting equipment for a given situation.
- ◆ Selection of the correct fire extinguisher(s) and any other fire fighting equipment required, for a given situation.

National Unit specification: support notes

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This is a mandatory Unit within the National Certificate in Horse Care at (SCQF level 5). It can also be taken as a free-standing Unit.

On completion of this Unit, candidates will have an understanding of safe working practices which must be adhered to whilst working with horses and the procedures which must be followed in the event of a fire. The candidate will also possess a basic knowledge of the statutory responsibilities of the employer and employee in relation to the public.

The candidate must demonstrate their awareness of potentially hazardous situations relating to machinery, chemicals, livestock, ice, electricity and litter on the stable yard, and should be made aware of methods to avoid them, such as cleaning out drains, storing yard tools correctly, reporting faulty/damaged equipment, keeping feed in vermin-proof containers, etc

The candidate must be able to demonstrate their knowledge of legislative practices affecting health and safety whilst working with horses under current Health and Safety at Work legislation including both employer responsibilities (which will include ensuring the yard is as safe as possible for the public, providing information, warning notices as applicable, providing staff with training) and employee responsibilities (which will include adhering to the yard health and safety policy, to act responsibly and to keep the yard clean and tidy to help improve safety). Authorities with whom a yard must be approved for health and safety and welfare may include the British Horse Society, the Association of British Riding Schools, and the Trekking and Riding Society of Scotland, and reference must be made to accident reporting procedures, RIDDOR, and both public liability and employers liability insurance requirements, in addition to current Animal Health and Welfare (Scotland) and the Riding Establishments legislation.

The candidate must be able to outline the safety precautions necessary when handling veterinary preparations, heavy and awkward equipment, and substances in general use on a stable yard. These may include awareness of prescription only medicines and a knowledge of which veterinary preparations should only be administered by a vet surgeon or senior member of staff. The candidate should understand the importance of veterinary cabinet inventories and storage of veterinary items (kept out of sunlight, in locked cabinets, in appropriate temperature, etc). The candidate must also show an awareness of correct forage, feed and bedding unloading and stacking procedures and should know the recognised procedures for disposal of used veterinary preparations and equipment, the importance of muck heap removal on a regular basis, COSHH, etc. Specific manual handling techniques which should be demonstrated must include carrying water buckets, a bag of feed, hay/straw/shavings bale, a large box containing feed samples or farriers tools, and a saddle. The consequences of using poor lifting and handling techniques could include back pain, strained ligaments, dislocation of fingers, etc An example of electrical equipment which may be used when working with horses may include a set of clippers, and the candidate in this instance, should show awareness of the importance of wearing rubber boots, checking cables aren't damaged and utilising a circuit breaker.

National Unit specification: support notes (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

The candidate must describe and identify the importance of personal protective equipment (PPE) wearing fastened riding hats to the current British Standard and gloves when leading horses, and should explain the dangers of wearing unsuitable clothing, jewellery and perfume for stable work and riding. Occupational health hazards which the candidate should be aware of will include asthma, leptospirosis, skin allergies, pink eye, conjunctivitis, farmers lung dusty working environment. The candidate must understand the importance of physical fitness when working with horses in order to carry out yard work safely.

The candidate must know what the likely causes of fire are in a stable yard and what precautions should be taken in order to prevent fire such as no smoking and tidiness on the yard and should be able to describe the correct procedure to follow in the event of a fire. The candidate should be able to recognise what type of fire each different colour of extinguishers should be used for and should be able to select appropriate fire fighting equipment for a given situation.

This Unit is aligned to the following Equine Industry National Occupational Standards from Lantra:

- ♦ CU2 Monitor and Maintain Health and Safety
- ♦ CU3 Promote, Monitor and Maintain Health, Safety and Security
- ♦ CU133 Maintain the Safety of Self and Others in the Workplace
- ♦ CU142 Respond to Incidents and Emergencies in the Land-Based Sector

Guidance on learning and teaching approaches for this Unit

This Unit should be delivered with a mixture of practical and theory teaching methods. Safety regulations and safe working procedures including wearing a fastened hat and gloves when leading should be adhered to at all times to avoid injury to the student, to others around them and to the horse. Manual handling techniques should be taught by a qualified practitioner. Whenever possible the student should be given the opportunity to recognise potentially hazardous situations in a practical situation. Opportunity should be given for discussion and the gathering of facts and information from a variety of sources. Photographic and video evidence may be collated. An observation check list or candidate review sheet should be used to record the performance and comments of the candidate. The use of DVD and role play may be useful to demonstrate procedures to be adhered to in the event of a fire.

Guidance on approaches to assessment for this Unit

- Outcome 1 May be assessed with a practical exercise, although a written/oral exercise could also be carried out. Alternatively structured questioning may be used for assessment (written/oral).
- Outcome 2 Could be assessed with short answer questions — written/oral.
- Outcome 3 (PC a, b, d and e) could be assessed with extended response questions — written/oral. PC c could be assessed with a practical exercise.
- Outcome 4 Could be assessed with short answer questions — written/oral.
- Outcome 5 Could be assessed with a practical exercise and short answer questions — written/oral.

National Unit specification: support notes (cont)

Unit title: Horse Care: Safe Working Practices (SCQF level 5)

Opportunities for the use of e-assessment

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

Opportunities for developing Core Skills

As candidates are doing this Unit they will be developing aspects of the Core Skills in *Communication, Problem Solving and Working with Others*.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements

History of changes to Unit

Version	Description of change	Date

© Scottish Qualifications Authority 2011

This publication may be reproduced in whole or in part for educational purposes provided that no profit is derived from reproduction and that, if reproduced in part, the source is acknowledged.

Additional copies of this Unit specification can be purchased from the Scottish Qualifications Authority. Please contact the Customer Contact Centre, telephone 0845 279 1000.