



**Arrangements for:  
National Certificate in Horse Care  
at SCQF level 5**

**Group Award Code: GD2M 45**

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## **Acknowledgement**

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of National Qualification Group Awards.

## History of changes

It is anticipated that changes will take place during the life of the qualification, and this section will record these changes. This document is the latest version and incorporates the changes summarised below.

Version number	Description	Date
05	<b>Revision of Unit:</b> First Aid (F19M 11) has been revised by Introduction to First Aid (HX1W 75) and will finish on 31/07/2020.	December 2017
04	<b>Revision of Unit:</b> D36H 11 Work Experience <i>has been revised by</i> HF88 45 Work Placement <i>and will finish on</i> 31/07/2017.	July 2016
03	<b>Revision of Unit:</b> DV4H 10 Business Decision Areas <i>has been revised by</i> H280 74 Business in Action <i>and will finish on</i> 31/07/2016. H23W 75 Literacy <i>has been added as an alternative to</i> F3GB 11 Communication. H225 75 Numeracy <i>has been added as an alternative to</i> F3GF 11 Numeracy.	June 2014
02	Updated Core Skills map	January 2012

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# 1 Introduction

This is the Arrangements Document for the National Certificate in Horse Care at SCQF level 5 which was validated in May 2011. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

The National Certificate in Horse Care at SCQF level 5 has been developed under the design principles for National Certificates published by SQA in 2006.

This new National Certificate (NC) will act as an introductory route to a range of qualifications in Horse Care and Equine Studies. It has been designed to develop employees for the horse industry with a broad understanding of the basic requirements pertaining to horse care. In addition it will develop employability skills specifically for the equine industry.

# 2 Rationale for the development of the Group Award

At present college provision consists of locally devised Certificates in Equine Studies, which are college certificated courses devised from stand-alone NQ Units. They are one year programmes of study for full time candidates or 2 years for part time candidates. Typically candidates follow a programme comprising of 18 credits although each centre devises their own curriculum plan.

The locally devised courses have been consistently popular for many years in a number of centres and numbers of applicants continue to increase. The rationale for the renewed provision and development of a Group Award is based on two main factors, both of which reflect the need to refresh current SQA provision in this area at this level.

The first factor is the absence of a suitable, generally acceptable and recognised National Group Award. This means that candidates leaving individual centres with a college certificated Group Award have a widely varying range of learning. This led to confusion amongst potential employers and issues with progression in other colleges, due to courses from different centres having different content. The second factor is that a number of Units were in need of revision to reflect current practice and National Occupational Standards.

A Qualifications Design Team (QDT) was established in March 2010. Following initial discussions, the QDT felt that there was a requirement for a Group Award for Horse Care at SCQF level 5 which would:

- ◆ Lead to a standardised qualification that would be recognised by both employers and educational establishments.
- ◆ Retain the flexibility of existing arrangements including choice of options
- ◆ Enable candidates to develop specific horse care skills whilst developing appropriate transferable skills (ie Core Skills and employability skills).
- ◆ Match the capabilities, expectations and interests of candidates enrolling for the awards.

## Evidence of demand

Research recently carried out by Lantra<sup>1</sup> into the skills requirements of the UK equine industry has determined that employers often felt that students are coming out of college-based equine courses without relevant qualifications, very little practical experience with horses, and with unrealistic expectations of the job role they will have. To this end, it is imperative that Scotland's colleges set the standard of responding proactively and positively to industry need.

The nature and purpose of the National Certificate in Horse Care is therefore to reflect the vocational competences required for employment within the equine industry. Consideration of the content of the qualification being commensurate to the NOS has been paramount to its design in order that employers' needs are met, whilst individual skills and qualities are developed by the candidate.

In Scotland, there are 1,315 equestrian businesses with 2210 employees<sup>1</sup> — a large proportion of which support the Scottish tourism industry (being a vitally important and growing market of the domestic market). This highlights the importance of producing a quality workforce for the future economic growth in this area. To this end, an initial survey was carried out by members of the QDT at Blair Atholl International Horse Trials in August 2010. The purpose of this exercise was to consult stakeholders before determining which Units should be included within the framework of the National Certificate in Horse Care. Further consultation was undertaken once an outline framework had been proposed by the QDT.

Overall, a total of 97 of the survey questionnaires were distributed to representatives from trekking stables, riding schools, studs, competition riders, horse dealers and work placement providers, through the Scottish Equestrian Association (SEA), Lantra (Scotland), BHS Scotland, Scotland's land-based Colleges and the Trekking and Riding Society of Scotland (TRSS).

The results of this survey indicated that 97% of respondents supported the inclusion of all of the proposed mandatory Units, with all being regarded as *essential*, apart from one respondent who considered Horse Care: Stable Routine as being *useful but not essential*, and one respondent who regarded Horse Care: Employability Skills for Working with Horses as being *not useful*.

In addition to the survey questionnaires, feedback has been acquired throughout the duration of the development. An industry specialist (representing the Trekking and Riding Society of Scotland) has been a member of the QDT from the beginning of this development to reflect on the content and requirements of such a qualification by the sector. Furthermore, Lantra (Scotland) has been involved in the development through representative attendance at QDT meetings with a number of industry specialists, wherein the importance of different skills as viewed by employers were discussed, and these are now reflected in the Units contained within this qualification.

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<sup>1</sup> Lantra: A Study into the Business and Skills Requirements of the UK Equine Industry (January 2011)

## **Progression routes**

Appendix 1 shows potential progression routes into and out of the National Certificate in Horse Care at SCQF level 5. Achievement of the National Certificate in Horse Care at SCQF level 5 will facilitate progression into further study for those candidates who wish to advance their career into management or specialist areas in the equine sector, such as riding instructor or competition groom. A number of the optional Units in the framework (see section 5.1) are set at SCQF level 6 providing progression into work-based learning at National/Scottish Vocational Qualifications (N/SVQ) level 3 or a Higher National Certificate (HNC) programme at SCQF level 7 leading into Higher National Diploma (HND) study at SCQF level 8 and possibly continuing into a degree level study at SCQF level 9.

Entry/exit data on previous candidates obtained from the QDT, demonstrates that the content of the framework would continue to provide progression from National Certificate level to HNC level in Equine Studies.

Thus, the development of this award will provide the initial vocational step in a pathway of qualifications, from school-based through to higher education. This entirely supports the Scottish Government's Curriculum for Excellence values, through encouraging candidates to be successful learners, confident individuals, responsible citizens and effective contributors.

## **Determining the level of the Group Award**

The content of the Units contained within the National Certificate in Horse Care have been mapped against the relevant NOS produced by the sector skills council Lantra. A table showing the identified alignment of the Unit content with the identified NOS is in Appendix 2.

The Outcomes of learning included in the National Certificate in Horse Care are in line with SCQF level 5 and are also aligned to the core NOS required of professional body qualifications set at SCQF level 5, such as the NVQ/SVQ level 2 in Horse Care and the British Horse Society (BHS) Stage 2.

The majority of mandatory Units in the National Certificate in Horse Care are set at SCQF level 5. A copy of the level descriptors document can be viewed at:

**<http://www.scqf.org.uk/TheFramework/SCQF-Level-Descriptors.aspx>**

The content of the National Certificate in Horse Care represents an achievement consistent with SCQF level 5.

### 3 Aims of the Group Award

The National Certificate in Horse Care has been designed as a standardised qualification which aims to generate employment prospects for those interested in working with horses. Individuals who wish to continue training in this area can progress from this initial vocational qualification through to higher level. This qualification has therefore been developed for a wide range of possible candidates from those of school age who wish to consider a career in the horse industry, through to adults who wish to consolidate their knowledge into an industry-accepted qualification. The framework of the National Certificate does not place unnecessary barriers to achievement however consideration must be given to the health and safety of individuals, of others and of horses.

The aims outlined reflect the intention to provide an introductory level general vocational course which is aligned with NOS and will facilitate access to further study.

#### 3.1 Principal aims of the Group Award

- ◆ Rationalise existing learning and teaching provision into a nationally recognised programme across Scotland.
- ◆ Provide candidates with skills and knowledge for working safely with horses so that they can consider the area for future employment and study.
- ◆ Prepare candidates for progression to further studies in education.
- ◆ Develop candidate skills and knowledge of horse care.
- ◆ Develop candidate skills and knowledge of horse care enterprise operation.
- ◆ Develop candidate skills and knowledge of horse care work places.
- ◆ Provide opportunities to develop candidate skills for learning, skills for life and skills for work.
- ◆ Provide a qualification to meet and satisfy employer need.

#### 3.2 General aims of the Group Award

- ◆ Provide candidates with opportunities to develop the 5 Core Skills (*Communication, Working with Others, Problem Solving, Numeracy and ICT*) in a realistic activity learning setting.
- ◆ Provide candidates with an understanding of the different disciplines which exist within the sector.
- ◆ Respond to employability research conducted by Lantra and by the QDT.
- ◆ Provide candidates with knowledge of sustainability issues relating to horse care.
- ◆ Encourage candidates to develop a positive attitude to their own learning.
- ◆ Provide candidates with a wide range of learning, teaching and assessment styles which motivate them to achieve their full potential.
- ◆ Facilitate progression to further training in the equine industry.



### 3.3 Target groups

This National Certificate is aimed at school pupils, school leavers and adult learners. It is also suitable for candidates who wish to develop their abilities in the horse industry through continuous professional development as all mandatory and optional Units can be taken as stand-alone Units. In addition, candidates could progress onto the HNC in Equine Studies through the attainment of SCQF level 6 Units within the optional Units section. These include *Horse Care: Watering and Feeding*, *Horse Care: Equitation 3* and *Horse Care: Horse Health*, each of which would demonstrate candidate suitability for an HNC programme.

### 3.4 Employment opportunities

Attainment of the National Certificate in Horse Care will represent a significant achievement by successful candidates, as it will provide them with an industry ready introduction into a popular and thereby competitive industry. Notwithstanding this, employers can be satisfied that job applicants possessing the National Certificate in Horse Care qualification are well prepared to do the job of assistant groom/yard worker.

## 4 Access to the Group Award

There are no specific formal access requirements for this award and entry would be at the discretion of the centre, although an interest in working with horses would be beneficial to candidates and a degree of physical fitness is required. All Unit descriptors state that entry is at the discretion of the centre.

Due to the practical nature of the horse industry, wherever possible, delivery is of a practical nature. The framework of the National Certificate does not place unnecessary barriers to achievement however consideration must be given to the safety of individuals, of others and of horses.

It would however be desirable for candidates to have Standard Grades at General level (SCQF level 4) upon entry, and/or the level of Core Skills as illustrated in Table 1.

**Table 1: Preferred Core Skills Entry Profile**

Unit title	SCQF level
Communication	4
ICT	3
Numeracy	4
Problem Solving	4
Working with Others	4

## 5 Group Award structure

The whole award equates to 12 SQA credits of learning (72 SCQF points). Candidates will be awarded the National Certificate in Horse Care at SCQF level 5 on completion of:

- ◆ all eight mandatory Units
- ◆ four optional Units, three from Group A and one from Group B

### 5.1 Table 2: Framework

Code	Unit title (All 8 credits to be taken)	SCQF level	SCQF points	SCQF credit
FV5K 11	Horse Care: Safe Horse Handling	5	6	1
FV73 11	Horse Care: Horse Health: An Introduction	5	6	1
FV75 11	Horse Care: Care of the Horse at Grass	5	6	1
FV9H 11	Horse Care: Watering and Feeding: An Introduction	5	6	1
FV76 11	Horse Care: Stable Routine	5	6	1
FV9J 11	Horse Care: Grooming and Clothing	5	6	1
FV74 11	Horse Care: Preparation for Ridden Work	5	6	1
FV9L 12	Horse Care: Safe Working Practices	6	6	1
<b>TOTAL</b>			<b>48</b>	<b>8</b>

**.Optional section — A minimum of 3 credits to be taken from Group A and a further 1 credit from Group B**

**Group A — 3 credits must be taken from this group**

Code	Title	SCQF level	SCQF points	SCQF credit
FV9V 10	Horse Care: Equitation 1	4	6	1
FV9R 11	Horse Care: Yard Maintenance	5	3	0.5
FV9M 11	Horse Care: Lungeing	5	6	1
FV9N 11	Horse Care: Employability Skills for Working with Horses	5	6	1
FV9P 11	Horse Care: Horse Fittening	5	6	1
FV9K 11	Horse Care: Trimming, Turnout and Clipping	5	6	1

**Group B — 1 credit must be taken from this group**

*H280 74	Business in Action	4	6	1
F3GC 10	Information and Communication Technology	4	6	1
FV9T 11	Horse Care: Horse Transportation: an Introduction	5	6	1
FV9W 11	Horse Care: Equitation 2	5	6	1
F3GB 11	Communication	5	6	1
Or				
H23W 75	Literacy	5	6	1
F3GF 11	Numeracy	5	6	1
Or				
H225 75	Numeracy	5	6	1
*HF88 45	Work Placement	5	6	1
F38X 11	Skills for Customer Care	5	6	1
FV9X 12	Horse Care: Equitation 3	6	6	1
FV9Y 12	Horse Care: Horse Health	6	6	1
FW00 12	Horse Care: Watering and Feeding	6	6	1
FN5A 11	Operating All Terrain Vehicles	5	3	0.5
*HX1W 75	Introduction to First Aid	5	6	1
D0VF 11	Personal Health and Well Being	5	6	1

\*refer to history of changes for unit revision details

## **5.2 Mapping information**

The content of the Units can be linked directly to the principal and more general aims outlined in Section 3 of this document and as such, all Units chosen, reflect the title of the award. The combination of Units within the National Certificate in Horse Care is designed to provide a broad overview of the horse care industry requirements, and also to allow candidates to develop specific knowledge and skills that are required for preparation for employment in the sector. The flexibility of the National Certificate in Horse Care is further enhanced as the choice of Units was influenced by those currently provided by centres. The content of the Units included in the National Certificate in Horse Care have been mapped against the relevant NOS produced by the sector skills council Lantra. A table showing the identified alignment of the Unit content with the identified NOS is in Appendix 2.

## **5.3 Articulation, professional recognition and credit transfer**

The characteristic Outcomes of learning in the National Certificate in Horse Care are in accordance with SCQF level 5 and are also in alignment with the core NOS required of professional body qualifications set at SCQF level 5, such as the NVQ/SVQ level 2 in Horse Care and the British Horse Society (BHS) Stage 2.

## **6 Approaches to delivery and assessment**

The National Certificate in Horse Care at SCQF level 5 is intended for delivery to school pupils and leavers, adult learners and for industry CPD. It has been designed to develop employees for the equine industry and provides a broad understanding of the basic requirements pertaining to horse care and employability within this sector. The majority of delivery will be through practical activities and the emphasis will be on developing candidates' own personal employability qualities and skills. The candidate will develop an understanding of the Equine industry and of the requirements of the employer in equine businesses. A key feature of the National Certificate in Horse Care is the emphasis on experiential learning. This means learning through mainly practical activity and learning by reflecting on experience, so due to the practical nature of the equine industry, wherever possible, delivery is of a practical nature. Successful completion of this National Certificate will therefore produce employment ready candidates, primarily as an assistant groom/yard worker.

The 8 mandatory Units within this National Certificate have been designed to provide candidates with an overview of the equine industry, existing employment opportunities and the skills, experience and qualifications which are necessary to pursue an identified job role.

Candidates who undertake this Group Award will not only gain understanding, knowledge and skills specific to the horse industry, but also develop confidence and personal awareness that will enable them to pursue further study.

## 6.2 Assessment strategy

The use of a wide range of assessment methods has been proposed within the Unit Specifications, including oral, written, video and photographic evidence, short reports, portfolio and the observation of practical tasks. Practical assessments within the Units are designed so that they can be completed within the college training facility.

Every opportunity for integration of assessments should be taken. Table 3 shows which Units may be considered for integration of assessments when delivering a particular Unit. For example FV9W 11 *Horse Care: Equitation 2* will include tacking up a horse, so this task could easily be assessed during the delivery of FV74 11 *Horse Care: Preparation for Ridden Work*.

**Table 3 — Suggested integration of Units**

Unit title		Can be integrated with	
<b>FV 75 11</b>	Horse Care: Care of the Horse at Grass	<b>FV9J 11</b>	Horse Care: Grooming and Clothing
<b>FV9H 11</b>	Horse Care: Watering and Feeding: An Introduction	<b>FV76 11</b>	Horse Care: Stable Routine
<b>FV76 11</b>	Horse Care: Stable Routine	<b>FV9H 11</b>	Horse Care: Watering and Feeding: An Introduction
		<b>FV9R 11</b>	Horse Care: Yard Maintenance
		<b>FW00 12</b>	Horse Care: Watering and Feeding
<b>FV9L 12</b>	Horse Care: Safe Working Practices	All Units	
<b>FV9J 11</b>	Horse Care: Grooming and Clothing	<b>FV75 11</b>	Horse Care: Care of the Horse at Grass
		<b>FV9K 11</b>	Horse Care: Trimming, Turnout and Clipping
<b>FV74 11</b>	Horse Care: Preparation for Ridden Work	<b>FV9W 11</b>	Horse Care: Equitation 2
		<b>FV9V 10</b>	Horse Care: Equitation 1
		<b>FV9X 12</b>	Horse Care: Equitation 3
<b>FV9N 11</b>	Horse Care: Employability Skills for Working with Horses	<b>D36H 11</b>	Work Experience
<b>FV9K 11</b>	Horse Care: Trimming, Turnout and Clipping	<b>FV9J 11</b>	Horse Care: Grooming and Clothing
<b>FV9W 11</b>	Horse Care: Equitation 2	<b>FV74 11</b>	Horse Care: Preparation for Ridden Work
<b>FV9V 10</b>	Horse Care: Equitation 1	<b>FV74 11</b>	Horse Care: Preparation for Ridden Work
<b>FV9R 11</b>	Horse Care: Yard Maintenance	<b>FV76 11</b>	Horse Care: Stable Routine
<b>HF88 45</b>	Work Experience	<b>FV9N 11</b>	Horse Care: Employability Skills for Working with Horses
<b>FV9X 12</b>	Horse Care: Equitation 3	<b>FV74 11</b>	Horse Care: Preparation for Ridden Work
<b>FW00 12</b>	Horse Care: Watering and Feeding	<b>FV76 11</b>	Horse Care: Stable Routine

### 6.3 Delivery methods

The delivery of the award is at the discretion of individual centres however the collaborative nature of the delivery mode envisaged will determine the 'blend' of delivery approaches. This is likely to include:

- ◆ practical instruction and work in college equestrian facilities.
- ◆ tutor-led/classroom delivery.
- ◆ facilitated student enquiry (including the use of the internet and virtual learning environment (VLE) based resources and learning packs).
- ◆ experiential learning through work placement (guided and supervised by an employer).
- ◆ visits to stable yards and equine events.
- ◆ visiting industry speakers.

Centres will schedule their delivery of Units. An example of this sequence can be seen at Table 4.

**Table 4: Example of the sequence of delivery**

Unit title	Block 1 September– November	Block 2 December– February	Block 3 March–June
<b>FV5K 11</b> Horse Care: Safe Horse Handling	X		
<b>FV73 11</b> Horse Care: Horse Health: An Introduction		X	
<b>FV 75 11</b> Horse Care: Care of the Horse at Grass		X	
<b>FV9H 11</b> Horse Care: Watering and Feeding: An Introduction	X		
<b>FV76 11</b> Horse Care: Stable Routine	X		
<b>FV9L 12</b> Horse Care: Safe Working Practices	X		
<b>FV9J 11</b> Horse Care: Grooming and Clothing	X		
<b>FV74 11</b> Horse Care: Preparation for Ridden Work	X		
<b>FV9M 11</b> Horse Care: Lungeing			X
<b>FV9N 11</b> Horse Care: Employability Skills for Working with Horses	X		
<b>FV9P 11</b> Horse Care: Horse Fitting			X
<b>FV9K 11</b> Horse Care: Trimming, Turnout and Clipping		X	
<b>FV9W 11</b> Horse Care: Equitation 2		X	
<b>HX1W 75</b> Introduction to First Aid*		X	
<b>D0VF 11</b> Personal Health and Well Being			X
<b>FV9V 10</b> Horse Care: Equitation 1	X		
<b>DV4H 10</b> Business Decision Areas			X
<b>F3GC 10</b> Information and Communication Technology		X	
<b>FV9T 11</b> Horse Care: Horse Transportation – An Introduction			X
<b>FV9R 11</b> Horse Care: Yard Maintenance			X
<b>F3GB 11</b> Communication		X	
<b>F3GF 11</b> Numeracy			X
<b>HF88 45</b> Work Experience		X	
<b>F38X 11</b> Skills for Customer Care		X	
<b>FV9X 12</b> Horse Care: Equitation 3			X
<b>FV9Y 12</b> Horse Care: Horse Health		X	
<b>FW00 12</b> Horse Care: Watering and Feeding			X
<b>FN5A 11</b> ATV Operations			X

*\*please check History of Change for unit revisions*

A student centred, practical and interactive approach to delivery and learning should be adopted throughout the delivery of this National Certificate and whilst the primary focus of delivery and assessment is based around horses, the use of technology (for example: interactive whiteboards, smart phone applications, online material) is also appropriate.

## 6.4 Core Skills

Achievement of each Unit will enable opportunities for candidates to further develop Core Skills. There is a clear route of progression regarding Core Skills as candidates should enter at SCQF level 4 and exit with SCQF level 5. The level is concurrent with findings from research and reflects the needs of employers and higher education. These are identified in Table 4 which shows the signposted and embedded Core Skills within Units contained in this award.

The development of Core Skills in the National Certificate in Horse Care will be achieved through the learning and teaching processes as well as assessment of practical activities. More information regarding the development of Core Skills can be found in the support notes of the individual Units which make up this award.

**Table 5: Core Skills development within individual Units**

		Communication		Problem Solving			Working with Others		Numeracy		ICT	
Code	Unit title	Written	Oral	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-Operatively with Others	Reviewing Co-Operative Contribution	Using Number	Using Graphical Information	Accessing Information	Processing Information
<b>Mandatory Units</b>												
FV5K 11	Horse Care: Safe Horse Handling	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)				
FV73 11	Horse Care: Horse Health: An Introduction	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)				
FV75 11	Horse Care: Care of the Horse at Grass	S(5)	S(5)	C(5)	S(5)	S(5)						
FV9H 11	Horse Care: Watering and Feeding: An Introduction	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)		
FV76 11	Horse Care: Stable Routine	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)		
FV9J 11	Horse Care: Grooming and Clothing	S(5)	S(5)				S(5)	S(5)				
FV74 11	Horse Care: Preparation for Ridden Work	S(5)	S(5)	C(4)	S(5)	S(5)	S(5)	S(5)				
FV9L 12	Horse Care: Safe Working Practices	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)	S(5)				

		Communication		Problem Solving			Working with Others		Numeracy		ICT	
Code	Unit title	Written	Oral	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-Operatively with Others	Reviewing Co-Operative Contribution	Using Number	Using Graphical Information	Accessing Information	Processing Information
<b>Optional Units</b>												
FV9V 10	Horse Care: Equitation 1	S(4)	S(4)				S(4)	S(4)				
FV9R 11	Horse Care: Yard Maintenance	S(5)	S(5)	C(4)	S(5)	S(5)						
FV9M 11	Horse Care: Lungeing	S(5)	S(5)	C(4)			S(5)	S(5)				
FV9N 11	Horse Care: Employability Skills for Working with Horses	S(5)	S(5)	C(5)	S(5)	S(5)	S(5)	S(5)				
FV9P 11	Horse Care: Horse Fitting	S(5)	S(5)				S(5)	S(5)				
FV9K 11	Horse Care: Trimming, Turnout and Clipping	S(5)	S(5)	C(4)	S(5)	S(5)	S(5)	S(5)				
DV4H 10	Business Decision Areas											
F3GC 10	Information and Communication Technology										C(4)	C(4)
FV9T 11	Horse Care; Horse Transportation: an Introduction	S(5)	S(5)	C(5)	S(5)	S(5)	S(5)	S(5)				
FV9W 11	Horse Care: Equitation 2	S(5)	S(5)				S(5)	S(5)				
F3GB 11	Communication	C(5)	C(5)									
F3GF 11	Numeracy								C(5)	C(5)		
HF88 45	Work Experience			C(5)	C(5)	C(5)	C(5)	C(5)				
F38X 11	Skills for Customer Care	S(5)	S(5)	S(5)	S(5)	S(5)						
FV9X 12	Horse Care: Equitation 3	S(6)	S(6)				S(6)	S(6)				
FV9Y 12	Horse Care: Horse Health	S(6)	S(6)	S(6)	S(6)	S(6)			S(6)	S(6)		
FW00 12	Horse Care: Watering and Feeding	S(6)	S(6)				S(6)	S(6)	S(6)	S(6)		
FN5A 11	ATV Operations	S(5)	S(5)	C(5)	S(5)	S(5)			S(5)	S(5)		
*F19M 11	First Aid	S(5)	S(5)				S(5)	S(5)				
D0VF 11	Personal Health and Well Being											

*\*please check History of Change for unit revisions*

C= Certificated with SCQF level in brackets  
S= Signposted with SCQF level in brackets

## 7 General information for centres

### 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](http://www.sqa.org.uk/assessmentarrangements).

### Internal and external verification

All instruments of assessment used within this Group Award should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* ([www.sqa.org.uk](http://www.sqa.org.uk)).

## 8 General information for candidates

The National Certificate in Horse Care at SCQF level 5 has been designed as a flexible, practically oriented programme which will provide you with a range of horse care skills, understanding and experience.

There are eight mandatory Units that must be completed as well as a minimum choice of four additional Units from a choice of options. Depending on your place of study, all of these options may not be available to you. Regardless of choice of optional Units, you must successfully complete a minimum of 12 Units from the qualification framework to gain the award.

The mandatory Units are designed in order that you may gain experience and skills in the following areas:

- ◆ a background in the care of horses which will enable you to reflect on your present situation.
- ◆ the ability to consider the various options that are open to you and to make informed career choices about your future.
- ◆ prepare you for entry into further study such as Higher National awards in horse care or other related areas.
- ◆ prepare you for entry into employment into the horse industry
- ◆ provide you with specific horse care skills demanded by employers.
- ◆ provide you with relevant Core Skills for employment and for further study.



## **Mandatory Units**

### *Horse Care: Safe Horse Handling (SCQF level 5)*

This Unit is designed to enable you to develop the skills, knowledge and practical ability to identify a variety of horses, to approach horses correctly when in the stable and field during catching and releasing. You will practise the correct methods of presenting horses and running them up in hand. An understanding and recognition of horse colours, types and height to describe the horse viewed will be gained. The ability to recognise different horse behaviour and understand safe handling techniques to prevent and/or handle such behaviour will be practised. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Horse Health: An Introduction (SCQF level 5)*

This Unit is designed to enable you to gain an understanding of the cause and treatment of common injuries and lameness in the horse. A practical ability to assess the horse's health will be gained. This is an introductory Unit, therefore you will still require supervision to diagnose and administer correct treatment once you have completed this Unit. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Care of the Horse at Grass (SCQF level 5)*

This Unit will provide you with the knowledge and practical skills required to safely assist with the feeding and care of horses at grass. This will include identifying that fields are safe and suitable, undertaking the daily care of horses at grass and ensuring the feeding and worming requirements of horses at grass are met. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Watering and Feeding: An Introduction (SCQF level 5)*

This Unit will enable you to acquire the skills and knowledge to water and feed horses. You will be able to recognise different feedstuffs and assist in preparation and feeding of horses. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Stable Routine (SCQF level 5)*

This Unit will enable you to carry out routine stable duties under supervision, including mucking out, keeping the stable yard tidy and ensuring adequate supply and storage of feed, forage and bedding stocks. You will develop an understanding of routine practices which occur on a daily, weekly, monthly and yearly basis in a stable yard. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Grooming and Clothing (SCQF level 5)*

This Unit will enable you to acquire the knowledge and skills necessary to groom a stabled horse before and after work. You will learn how to recognise, fit and care for horse rugs and how to apply stable and tail bandages. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Preparation for Ridden Work (SCQF level 5)*

This Unit will enable you to get the horse ready for ridden work and will include recognition, application and care of boots, bridles, saddles and martingales, recognition of foot condition/shoeing and studding up. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Safe Working Practices (SCQF level 6)*

This Unit will enable you 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.

**Optional Units**

*Horse Care: Lungeing (SCQF level 5)*

This Unit will enable you to acquire the knowledge and skills necessary to tack up a horse for lungeing and identify the principles of lungeing. You will be able to lunge a quiet horse. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Employability Skills for Working with Horses (SCQF level 5)*

This Unit will develop some of the employability skills that are valued in the horse industry including good timekeeping, attendance, safe working and team working in practical contexts. You will have the opportunity to review and evaluate your own current skills and plan how you can improve them. Consideration of risks in a specific task will allow you to develop a greater understanding of the need to consider safety when working with horses. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Horse Fittening (SCQF level 5)*

This Unit will enable you to acquire the knowledge and skills necessary to bring a horse up from grass, identify a suitable fittening programme and to take a horse out of work with due regard to safety. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Trimming, Turnout and Clipping (SCQF level 5)*

This Unit will enable you to turnout a horse out for a variety of work situations in a safe manner. This will include trimming, clipping and plaiting. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Equitation 1 (SCQF level 4)*

This Unit will introduce you to riding a well-schooled horse in an enclosed area under direction and in the company of other horses and riders. You will develop the skills necessary to check your own equipment on the horse and to ride safely in company by communicating with other riders while riding. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Yard Maintenance (SCQF level 5)*

This Unit will provide you with the knowledge and skills required for maintenance tasks on the yard, its equipment and associated facilities including riding surfaces. This Unit will involve gaining practical skills in repairing and maintaining the equine yard and its environment with reference to safety throughout. Identifying and describing a variety of riding surfaces will also contribute to the understanding of each and their maintenance requirements and so supporting practical skills learnt. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Horse Transportation: An Introduction (SCQF level 5)*

This Unit will provide you with the knowledge and skills required to safely prepare a horse and vehicle for transportation. This will involve ensuring that the welfare requirements of the horse are met through safe handling practices when loading and unloading, preparation of the horse for transport and an awareness of the requirements and effects on the horse when travelling. This Unit will also include safe preparation of the vehicle and an introduction to current legislation surrounding transportation of horses. Current health and safety regulations and safe working practices will be adhered to at all times.

*Horse Care: Equitation 2 (SCQF level 5)*

This Unit will develop and improve the knowledge and ability to ride a well-mannered and schooled horse correctly in walk, trot (with and without stirrups) and canter. You will be introduced to the adjustments necessary in order to work over single and multiple poles. You will continue to ride in the company of other horses and riders but will be introduced to riding for some of the time without direction but still under supervision. It will introduce you to riding a well-schooled horse in an enclosed area under direction and in the company of other horses and riders. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Equitation 3 (SCQF level 6)*

This Unit is to develop and improve your position, balance ability to ride a well-mannered and schooled horse correctly in walk, trot and canter (with and without stirrups). You will be introduced to the adjustments necessary in order to work over single fences and to ride outside over undulating ground. You will continue to ride in the company of other horses and riders but will be introduced to riding for some of the time without direction but still under supervision. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Horse Health (SCQF level 6)*

This Unit is designed to enable you to develop the skills, knowledge and techniques to prevent, recognise and treat common injuries, ailments, disease and lameness. You will develop adequate practical skills to deal with such situations. An understanding of the basic function of the systems of the horse and related ailments will be gained. Current health and safety regulations and safe working practices will be adhered to at all times.

### *Horse Care: Watering and Feeding (SCQF level 6)*

This Unit will give you the skills and knowledge to have a basic understanding of the digestive systems and the nutrients required by the horse. You will be able to calculate and feed a horse to maintain it in appropriate condition. This Unit will build upon the knowledge gained in *Horse Care: Watering and Feeding — An Introduction*. Current health and safety regulations and safe working practices will be adhered to at all times.

## 9 Glossary of terms

**SCQF:** This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at [www.scqf.org.uk](http://www.scqf.org.uk)

**SCQF credit points:** One SCQF credit point equates to 10 hours of learning. NQ Units at SCQF levels 2–6 are worth 6 SCQF credit points, NQ Units at level 7 are worth 8 SCQF points.

**SCQF levels:** The SCQF covers 12 levels of learning. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

**Dedicated Unit to cover Core Skills:** This is a non-subject Unit that is written to cover one or more particular Core Skills.

**Embedded Core Skills:** This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

**Signposted Core Skills:** This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

**Qualification Design Team:** The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

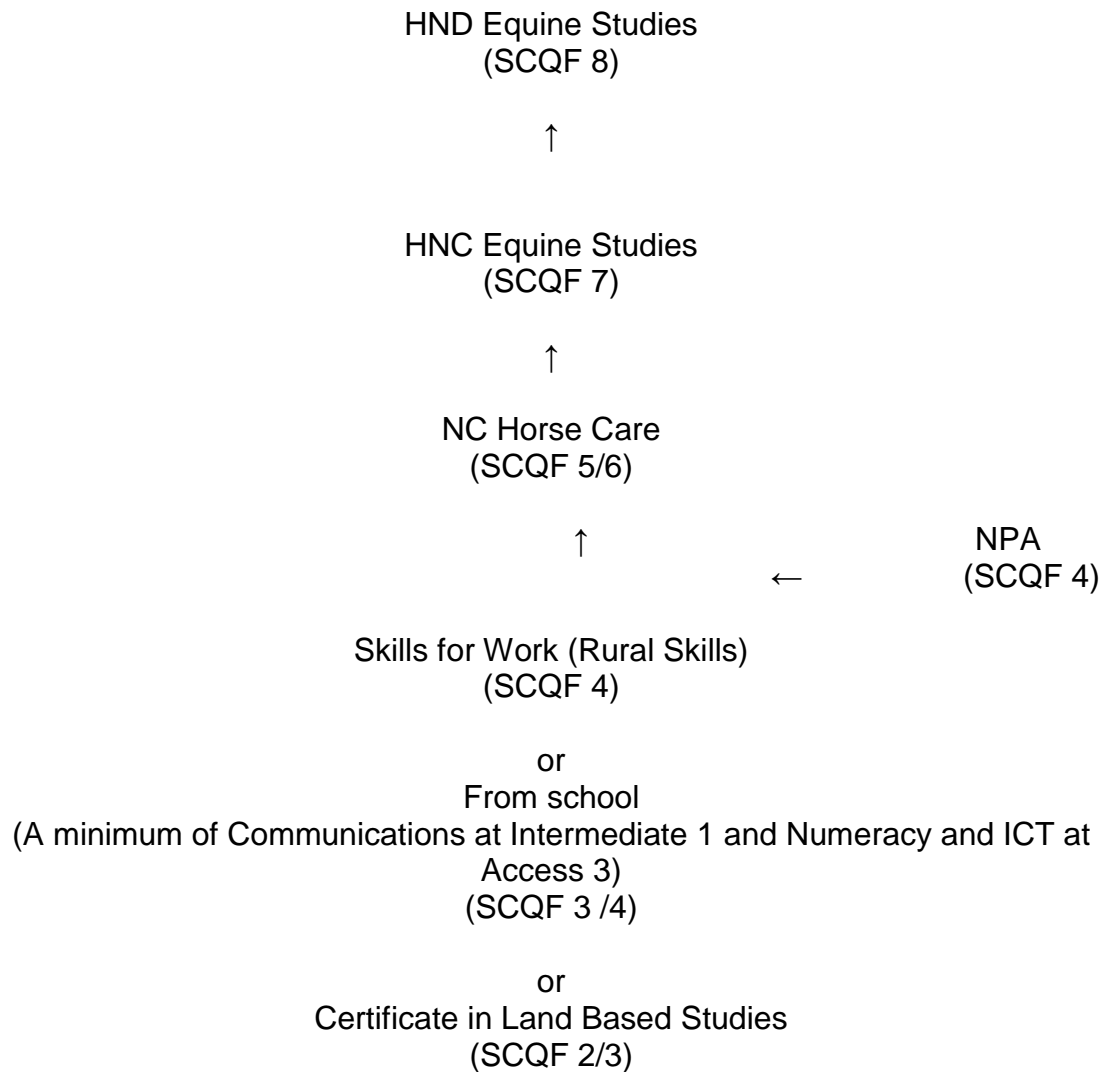
**Consortium-devised National Certificates/National Progression Awards** are those developments or revisions undertaken by a group of centres in partnership with SQA.

## 10 Appendices

Appendix 1: Potential progression routes

Appendix 2: Mapping of National Occupational Standards

## Appendix 1: Progression and articulation route: National Certificate in Horse Care



## Appendix 2: Mapping of National Occupational Standards (Lantra) to Units

	Horse Care: Safe Horse Handling	Horse Care: Horse Health: An Introduction	Horse Care: Preparation for Ridden Work	Horse Care: Care of the Horse at Grass	Horse Care: Stable Routine	Horse Care: Watering and Feeding: An Introduction	Horse Care: Grooming and Clothing	Horse Care: Trimming, Turnout and Clipping	Horse Care: Lungeing	Horse Care: Employability Skills for Working with Horses	Horse Care: Safe Horse	Horse Care: Yard Maintenance	Horse Care: Horse Transportation: An Introduction	Horse Care: Equitation 1	Horse Care: Horse Fitting	Horse Care: Watering and Feeding	Horse Care: Horse Health	Horse Care: Equitation 2	Horse Care: Equitation 3	N/S/VQ level mandatory (m) or optional (o)
<b>National Occupational Standard</b>																				
Eq 101 Assist with cleaning and grooming horses							X													1(m)
Eq 102 Assist with feeding and watering horses						X														1(m)
Eq 103 Assist with cleaning the stables and yard					X															1(m)
Eq 104 Assist with putting on and taking off horse tack			X																	1(m)
Eq 105 Assist with putting on and taking off horse rugs							X													1(m)
Eq 106 Assist with cleaning tack and horse clothing			X				X													1(m)

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Eq 107 Lead & control horses for inspection under supervision	X																			1(m)
Eq 108 Assist with catching & leading horses	X			X																1(m)
Eq 109 Mount & dismount suitable horses under supervision													X							1(o)
Eq 110 Ride horses in an enclosed area under supervision													X							1(o)
Eq 201 Clean & prepare stables for horses					X															2(m)
Eq 202 Provide feed & water to horses						X														2(m)
Eq 203 Carry out routine care and monitor the health & welfare of horses		X												X						2(m)
Eq 204 Restrain horses using specified methods																	X			2(m)



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Eq 205 Apply, fit & remove horse clothing							X														2(m)
Eq 206 Plait manes & trim horses								X													2(m)
Eq 207 Clean & groom horses for appearance							X	X													2(m)
Eq 208 Assess grazing land for the introduction of horses				X																	2(m)
Eq 209 Turnout & maintain horses at grass				X																	2(m)
Eq 210 Apply, fit & maintain horse tack for exercise			X						X												2(m)
Eq 212 Lunge a horse under supervision									X												2(m)
Eq 213 Care for horses after exercise			X																		2(m)
Eq 214 Ride horses on the road																				X	2(o)
Eq 215 Ride horses in the open																				X	2(o)

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Eq 217 Ride schooled horses																		X	X	2(o)
Eq 218 Jump schooled horses																			X	2(o)
Eq 303 Deliver basic health care treatments to horses																	X			3(m)
Eq 304 Plan diets & implement feeding regimes for horses																X				3(m)
Eq 305 Monitor & maintain stocks of feed & bedding for horses					X															3(m)
Eq 306 Promote the health & wellbeing of horses																	X			3(m)
Eq 307 Tack up horses for specialist work			X																	3(m)
Eq 308 Clip horses								X												3(m)
Eq 309 Prepare horses for public appearance								X												3(m)

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Eq 323 Design & implement a daily exercise programme for horses															X						3(o)
A1 Maintain a positive & customer-friendly attitude										X											
A4 Give customers a positive impression of yourself & your organisation										X											
CU 2 Monitor & maintain health and safety										X											2(m)
CU5a Establish & maintain effective working relationships with others										X											2(m)
CU 20 Maintain & repair structures and surfaces												X									
CU 42 Load & unload the horse for transport														X							2(m)

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CU 43 Maintain the health & wellbeing of animals during transport													X							3(m)
CU 133 Maintain the safety of self and others in the workplace																				
CU 142 Respond to incidents and emergencies in the land-based sector																				
BAA625 Agree how to manage and improve own performance in a business environment										X										2(m)
D1 Develop productive working relationships with colleagues										X										3(m)