



**Arrangements for:  
National Progression Award in Horse Care  
at SCQF level 4**

**Group Award Code: GF4J 44**

**and**

**National Progression Award in Horse Care  
at SCQF level 6**

**Group Award Code: GF4H 46**

**Validation date: May 2012**

**Date of original publication: September 2012**

**Version: 01**

## **Acknowledgement**

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



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# 1 Introduction

This is the Arrangements Document for the new National Progression Awards (NPA) in Horse Care at SCQF levels 4 and 6, which were validated in May 2012. This document includes: background information on the development of the Group Awards, their aims, guidance on access, details of the Group Award structures, and guidance on delivery.

The new NPAs in Horse Care at SCQF levels 4 and 6 have been developed under the design principles for National Qualification Group Awards.

The awards are designed to meet the needs of candidates who wish to develop a foundation for progression to further study and to provide appropriate skills and knowledge for those who wish to enter employment in the Horse Care (Equine) industry at a level commensurate with each qualification.

**The National Progression Award in Horse Care at SCQF level 4** is designed as an introduction to the Horse Care (Equine) industry for school pupils, school leavers and or adults interested in gaining initial experience and/or a formal introductory qualification in Horse Care. The NPA at SCQF level 4 is also designed to prepare candidates for the National Certificate in Horse Care at SCQF level 5 and may also enhance job opportunities for assisting at riding establishments.

**The National Progression Award in Horse Care at SCQF level 6** is primarily aimed at candidates with some prior experience who wish to have a formal nationally recognised qualification. It is also intended for people wishing to progress to further studies at Higher National Certificate (HNC) level or other work based qualifications such as SVQ in Horse Care level 1 or 2. The NPA at SCQF level 6 offers a qualification which should enhance the job opportunities of those wishing employment in the industry as a groom. The NPA at SCQF level 6 may also offer a transition route from Horse Care Level 5 and to the HNC in Equine Studies at SCQF level 7.

The NPAs at SCQF levels 4 and 6 have been developed as part of a portfolio of qualifications in Horse Care/Equine Studies which will provide candidates with opportunities for progression to further study or employment in the equine industry.

## 2 Rationale for the development of the National Progression Awards in Horse Care at SCQF levels 4 and 6

The rationale for developing the NPAs in Horse Care at SCQF levels 4 and 6 is based upon two main factors.

Firstly, the current proposals for the Group Awards are founded on the need to produce suitable, generally acceptable NPAs within the SQA portfolio of Horse Care courses, at these SCQF levels.

Secondly, the current proposals offer an opportunity to update existing Units in line with current National Occupational Standards (NOS) which then provide relevant, up-to-date Units suitable for employers and the needs of those studying at these levels.

Short courses have been provided by the individual specialist centres over a period of time and these have tended to consist of their own grouping of national Units. The new NPAs at SCQF levels 4 and 6 will provide nationally recognised Group Awards with a standardised mandatory content and also form part of a suite of modern qualifications in Horse Care.

### ***Nature and purpose of the awards***

The nature and purpose of the NPAs at SCQF levels 4 and 6 is to reflect the vocational competences required for job roles within the horse industry at each of these SCQF levels. Each of the NPA frameworks offers a nationally recognised qualification and the number of credits (4 in each award) make them attractive as short courses, suitable for industry CPD, or as a pre-entry course to the next SCQF level qualification in Horse Care. The content of the each qualification has been aligned to the National Occupational Standards in order that employers' needs are met and industry accepted skills and qualities are developed by the candidate.

The **National Progression Award in Horse Care at SCQF level 4** is a 24 SCQF Credit point award which is designed to provide a practical, accessible introductory horse care education programme, which will provide candidates with primary horse care skills, knowledge and understanding and facilitate the development of successful and confident learners with appropriate transferable skills. The principle underlying the development of the NPA recognises that while shorter qualifications must offer the learner opportunity and flexibility which is invaluable, this type of programme must also offer a challenge to develop their knowledge and skills so they can undertake higher level programmes of study or secure a job in the horse care. Consequently, the Group Award supports learners' decision making in respect of future opportunities and options. Multiple exit routes are available to candidates depending upon their aspirations and preferences. Successful candidates would be in a strong position to embark upon further study in the same or a complementary vocational area, or to exit toward the employment market. The range of horse care skills and understanding provided to candidates within the programme will be major contributory factors to the successful progression of candidates.

The **National Progression Award in Horse Care at SCQF level 6** is a more advanced practical 24 SCQF Credit point award, which is designed to provide candidates with a formal qualification, often for work they have been doing for some time in riding schools or stables. The NPA in Horse Care at SCQF level 6 may also provide a bridging programme to HNC/HND Equine Studies for candidates who have successfully completed the NC in Horse Care at SCQF level 5 or for those candidates who have been working in the industry for some time and who wish to access the HNC/HND Equine without completing the full NC in Horse Care at SCQF level 5.

### ***Establishing the need for the qualification***

At present, the provision of short courses in Horse Care offered by specialist Further Education Colleges (centres) consists of groupings of national Units which can vary from centre to centre. This provided the starting point for the work of the QDT which was influenced by a number of other factors:

- ◆ The nature of existing Horse Care provision at SCQF level 4 and related provision at SCQF levels 5 and 6
- ◆ The nature of Horse Care provision at SCQF level 6 and related provision at SCQF level 5 and HNC level
- ◆ The characteristics of candidates (existing and potential) attracted to short courses in Horse Care
- ◆ The requirement to produce an award for validation early in 2012

In June 2011, the National Certificate in Horse Care at SCQF level 5 was successfully validated to provide an SQA Group Award for candidates.

Prior to this, provision at this level in Horse Care has consisted of programmes of duration of up to one year which provided successful candidates with a combination of SQA Units.

When centres identified a need for short course, or 'taster', programmes in Horse Care, centres would typically choose from a menu of Units and structure these into a programme designed to maximise candidate attainment and progression. These programmes were generally successful and enabled centres to adopt a flexible, pragmatic approach to the diverse and changing needs and capabilities of learners and match these to the requirements of range of associated stakeholders.

A Qualification Development Team (QDT) was established in September 2011, with the remit to consider the extent and type of provision in Horse Care at SCQF levels 4 and 6 with reference, particularly, to short courses. Initially the QDT gathered information on existing Horse Care provision at SCQF levels 4–6 in order to clarify the nature of this provision and the QDT was also able to draw on the experiences and consultation processes carried out by the QDT for Horse Care at SCQF level 5 in order to provide an appropriate and robust award.

The lack of availability and/or consistency in short course provision led to some problems for potential employers and for receiving academic centres, in terms of candidate progression, because the courses from different centres have different content. When applying for jobs, candidates were able to demonstrate that they had succeeded in a range of Units but employers found this confusing and were not always able to make an appropriate judgment on the value of student achievement with respect to their particular labour requirements.

In addition the design and development of both NPAs provided an opportunity to conduct a survey among stakeholders to ensure that skills and knowledge contained in the proposed qualifications did reflect current industry practice.

The introduction of the NPAs in Horse Care at SCQF levels 4 and 6 provide candidates and employers with a standardised core content which is based on research and feedback received from a range of stakeholders

#### **NPA in Horse Care at SCQF Level 4**

Many riding establishments engage people who help them on a voluntary basis but who do not gain any formal qualification for the work carried out over time. The NPA in Horse Care at SCQF level 4 will give these volunteers an introductory qualification which will enable them to assist safely with quiet horses and enhance their prospects of gaining access to further education or enhance their opportunities for part or full time employment.

The NPA at SCQF level 4 is also designed to be a short course for school pupils on work experience who have a keen interest in horses.

#### **NPA in Horse Care at SCQF level 6**

Candidates who wish to gain entry into HNC Equine Studies will find the NPA in Horse Care at SCQF level 6 a useful 'bridging' course. Candidates from this potential group may not have any formal qualification for their previous experience in the equine industry. By doing the NPA at SCQF level 6 they can formalise their equine experience which may facilitate the transition to HNC level study.

The NPA in Horse Care at SCQF level 6 will also allow people already working in the equine industry as grooms, who have no formal qualifications, and are unable to study full time, the opportunity to achieve a qualification part time, which may allow them to access higher education or enhance their employment prospects in the future. For candidates who have attained the NC in Horse Care at SCQF level 5, the NPA at SCQF level 6 could provide a bridging course to HNC/HND Equine Studies.

Additional research was carried out with a small number of specialist centres. They identified the following issues with the current approach to the delivery of Horse Care short courses at introductory and advanced levels:

- ◆ The absence of a Group Award
- ◆ The lack of appropriate Horse Care Units for typical SCQF level 4 candidates

The consultation with specialist centres also identified support in the following key areas:

- ◆ Positive delivery opportunities that a Group Award would provide for centres
- ◆ Increased status of a SQA Group Award
- ◆ Increased marketability of Horse Care at SCQF level 4
- ◆ Increase in candidate confidence, retention and attainment



Despite the benefits for centres, offering a grouping of Units suited to the needs of various stakeholders, the situation was not regarded as entirely satisfactory. In particular, there is no recognised national award for candidates who successfully complete a short programme of study in Horse Care at either SCQF level 4 or SCQF level 6. This presents issues for successful learners who, while they may be recognised as having achieved an award, do not gain a credible, national award and the benefits this brings in terms of progression to further study and opportunities in the employment market. Given the successful validation of the NC in Horse Care at SCQF level 5, the development of the NPAs in Horse Care at levels 4 and 6 provide continuity and credibility of Horse Care education at non advanced level.

Additionally, the current Unit provision at SCQF levels 4 and 6 in Horse Care was not entirely suited to the specific needs of learners at these SCQF levels. A number of Units required to meet current and future skill needs, did not exist at either level, while other existing Units, particularly at SCQF level 4, were in need of revision. The need to facilitate practical, experiential learning to promote successful and confident learners was fundamental in the development of the NPAs in Horse Care particularly at SCQF level 4.

The menu-driven approach of current centre provision means that short courses may provide wider access and act as feeder courses to a number of possible progression routes as well as offering a means of CPD for employees. A key purpose of the NPAs in Horse Care at SCQF levels 4 and 6 is to ensure that basic and more advanced skills and capabilities are appropriately developed.

Overall the QDT felt that there was a requirement for national awards at SCQF levels 4 and 6 which would:

- ◆ be recognised by employers and by educational institutions
- ◆ enable candidates to point to a significant measure of achievement
- ◆ retain the flexibility of existing arrangements including choice of options
- ◆ be compatible with successful local programmes
- ◆ provide multiple exit routes for candidates
- ◆ provide a progression route to HNC/HND
- ◆ enable candidates to develop appropriate Core Skills and skills relevant to the equine industry
- ◆ match the capabilities, expectations and interests of candidates enrolling for the awards

### ***Establishing the level of the awards***

While previous arrangements operated by centres were designed to meet the needs of learners, the courses however, were not SCQF levelled and as such it was not easy to see where they 'fitted' in the SCQF hierarchy. The validation of the NC in Horse Care at SCQF level 5 in 2011 provided an opportunity to create a suite of qualifications at different SCQF levels and provide a pathway for progression for learners and employers alike.

There is an option, within the NC in Horse Care at SCQF level 5, to select a Unit(s) from a higher level than the overall award and with the NPAs in Horse Care containing Units at SCQF levels 4, 5 and 6 respectively, this should enhance progression opportunities from SCQF level 4 through to SCQF level 6 and beyond.

As part of the wider development of NPA/NC provision, the NPAs in Horse Care at SCQF levels 4 and 6 are intended to promote confident and successful learners and enhance the progression opportunities available for them from non advanced level to HNC/D and when exiting into the employment market or undertaking CPD qualifications. This approach is consistent with the needs of learners and meets the requirements of employers.

There are several reasons for this:

- ◆ Current experience in the specialist centres suggests that 24 SCQF credit point is an acceptable target which most candidates, for short courses, could achieve.
- ◆ A focus on SCQF levels 4 and 6 would make it possible for learners to acquire skills and capabilities which would be meaningful and valuable to employers and facilitate progression from the lower SCQF levels through to HNC/HND.
- ◆ NPAs at these levels fitted more closely with available information on current provision which would make transition to the new awards easier and, therefore, encourage take-up among centres.

#### **NPA in Horse Care at SCQF level 4**

Overall, the mandatory section of the award is commensurate with the SCQF specifications at level 4. It covers basic knowledge in key horse care areas such as handling a quiet horse safely, assisting with grooming a quiet horse, tacking up and stable routine. Out of the four mandatory Units, all four have been written specifically for the new award.

#### **NPA in Horse Care at SCQF level 6**

Overall the mandatory section of this award is commensurate with the SCQF specifications at level 6. It covers horse health, watering and feeding and tacking up for competition work. Out of the three mandatory Units, one has been written specifically for this award. The remaining credit to be taken will be at SCQF level 5 and both the options available in the framework are commensurate with the SCQF specifications at level 5. They cover Lungeing and Trimming, either of which may be selected by the candidate to complete the award.

### **2.1 Target Client Groups**

#### **NPA in Horse Care at SCQF level 4**

This NPA is aimed at school pupils, school leavers and adult learners with little or no equestrian experience. It is also suitable for current employees who wish to develop their abilities in the horse industry through continuous professional development. Many equine businesses and organisations rely on volunteers, for example Riding Schools, Riding for the Disabled, Pony Clubs, Riding Clubs and the provision of a suitable NPA will be beneficial from the Health and Safety aspects of working with horses and will also allow these client groups access to a relevant qualification.

## **NPA in Horse Care at SCQF level 6**

This NPA is aimed at school pupils, school leavers and adult learners with appropriate equine experience. It is also suitable for current employees who wish to develop their abilities in the horse industry through continuous professional development. In addition, this NPA should enhance candidate progression to the HNC in Equine Studies.

These client groups have quite different characteristics and as such, present a range of challenges. Many recent school leavers seeking to study at SCQF level 4 have limited formal school attainment. In many cases, the absence of formal attainment for that candidate is accompanied by a perceived negative experience of the educational system and its value and applicability to the individual. Adult returners wishing to access either the level 4 and/or the level 6 NPA may also possess few formal qualifications. In some cases they have valuable work and life experience, but often lack confidence in their ability to learn and adapt to a learning environment and may be classed as 'fragile' learners.

### **2.2 Progression routes**

The NPAs in Horse Care at SCQF levels 4 and 6 provide multiple exit routes and offer candidates possible progression either into the employment market or further study depending upon labour market conditions and the wishes of the candidate.

Achievement of the **NPA in Horse Care at SCQF level 4** should facilitate the progression to further study, ie to the National Certificate in Horse Care at SCQF level 5 or should assist candidates to gain employment within the horse industry as an assistant groom, where they should be able to enrol on a work based qualification such as the SVQ in Horse Care at level 1 or 2. Units included in the SCQF level 4 award have been chosen to develop initial skills which are important for introducing the important safety aspects of working with horses.

Achievement of the **NPA in Horse Care at SCQF level 6** should facilitate progression either to further study, ie to the HNC Equine Studies at SCQF level 7, or to employment within the industry as a competition groom for example. Units included in the SCQF level 6 award have been chosen to further develop skills required for either working in a yard and being able to make decisions in the day to day running of a yard or for progressing to HNC Equine Studies.

Thus candidates may be able to progress from the NPA in Horse Care at SCQF level 4 through to HNC/HND and Degree level study on successful completion of an award at each level of the suite of qualifications. This entirely supports the Scottish Government's Curriculum for Excellence values which is to encourage candidates to be successful learners, confident individuals, responsible citizens and effective contributors.

See Appendix 1 for an illustration of progression routes.

## **2.3 Links to National Occupational Standards**

The content of the Units contained within the NPAs in Horse Care at SCQF levels 4 and 6 have been mapped against the relevant NOS produced by the Sector Skills Council LANTRA. The content of the Units is closely aligned to elements of the identified NOS at each level. This has the advantage of making the transition to work based qualifications more meaningful while ensuring that centres develop and deliver the knowledge and skill identified by employers as essential for work in the Horse Care industry

See Appendix 2 for mapping of National Occupational Standards (Lantra) to Units.

## **3 Aims of the Group Awards**

### **National Progression Award in Horse Care at SCQF Level 4**

The NPA in Horse Care at SCQF level 4 has been designed as a national qualification which includes introductory core subjects in horse care and aims to improve employment prospects for those interested in working with horses. Individuals who wish to start training in this area may be able to progress from this initial vocational qualification through qualifications at SCQF Levels 5 and 6 and eventually to higher level qualifications such as the HNC/HND and Degree programmes as well as work based qualifications. This award has been developed for a wide range of existing and potential 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 aims outlined reflect the intention to provide an introductory level vocational course which is aligned with NOS and will facilitate access to further study or enhance employment prospects.

### **National Progression Award in Horse Care at SCQF level 6**

The NPA in Horse Care at SCQF level 6 has been designed as a national qualification which includes more advanced level subjects and has a common core with options. It aims to improve employment prospects for those who have experience of working with horses and may be undertaken as part of a CPD programme. Individuals who wish to continue training in horse care may be able to progress from this vocational qualification through to higher level qualifications, either in full time education or work based training. This award has been developed for a wide range of possible candidates from those who have completed the National Certificate in Horse Care at SCQF level 5 through to those who have existing experience of working with horses and wish to consolidate their knowledge into an industry-accepted qualification.

### **3.1 Principal aims of the National Progression Awards**

**The principal aims of the NPA Level 4 qualification are to:**

- 1 Provide candidates with skills and knowledge for working with quiet horses safely.
- 2 Provide employees and those who carry out duties voluntarily, within the horse industry, with a qualification.
- 3 Prepare candidates for progression to further studies in education or undertaking work based qualifications.
- 4 Develop candidate skills and knowledge of horse care work places.
- 5 Standardise the content of a qualification to meet and satisfy employer needs.
- 6 Provide the opportunity to develop Core Skills in a vocational context.
- 7 To respond to research conducted by LANTRA\* and the QDT.

**The principal aims of the NPA Level 6 qualification are to:**

- 1 Provide candidates with skills and knowledge for working with horses safely.
- 2 Provide existing employees in the horse industry with a qualification which formalises their experience and provides them with a route to further education and increased employment opportunities.
- 3 Provide volunteers within the horse industry with a qualification.
- 4 Provide candidates with an understanding of the different disciplines which exist within the sector.
- 5 Prepare candidates for progression to further studies in education or work based qualifications.
- 6 Develop candidate skills and knowledge of horse care work places.
- 7 To respond to research conducted by LANTRA\* and the QDT.
- 8 Standardise the content of a qualification to meet and satisfy employer need.
- 9 Provide an opportunity to develop Core Skills in a vocational context.

**\*<http://cisionwire.com/lantra/r/more-than-just-a-hobby-horse,c537836>**

Mapping of Principal Aims to Units at both SCQF levels is provided at Appendix 3.

### **3.2 General aims of the National Progression Awards**

**SCQF levels 4 and 6**

- 1 Provide opportunities to develop candidate skills for learning, life and work.
- 2 Provide candidates with an understanding of sustainability issues, such as effective waste management, relating to horse care.
- 3 Encourage candidates to develop a positive attitude to their own learning.
- 4 Provide candidates with a wide range of learning, teaching and assessment styles which motivate them to achieve their full potential.

Mapping of General Aims to Mandatory and Optional Units is provided at Appendix 3.

### **3.3 Target groups**

One of the key drivers in the rationale for the new awards was to meet the needs and demands of two main client groups — young people who have left school in the relatively recent past and ‘adult returners’ who have decided to re-enter the educational system.

Each client group presents its own unique set of challenges, opportunities, demands and needs. The awards have therefore been designed to provide valid and reliable frameworks which provide specialist centres with sufficient flexibility to satisfy the requirements of the main client groups. The Units which comprise the mandatory section lend themselves to a practical approach to both delivery and assessment.

The nature of the client groups is such that this practical-based approach should help all learners develop and maintain an interest in the content of the awards. Previous experiences of educational institutions and levels of academic attainment of many of the client group, make it essential to ensure the award is as practical as is possible, particularly at SCQF level 4. This should increase confidence and should benefit those wishing to progress to a National Certificate in Horse Care at SCQF level 5 and beyond. The optional Units at SCQF level 6 provide candidates with opportunities to develop the skills required for turning out a competition horse if the candidate is working in a competition yard or to gain the knowledge and skills expected at BHS level 2 for lungeing horses.

### **3.4 Employment opportunities**

Success in the National Progression in Horse Care at SCQF level 4 will give recognition to the abilities, for example, of those people who assist/work at riding schools as yard workers or assistant grooms, riding for the disabled groups, Pony Clubs and other similar voluntary groups and will provide the employers/stable owners/managers with the opportunity to formally address the health and safety requirements of working around horses. At this SCQF level there is a requirement to work only with quiet horses.

Candidates who successfully achieve the NPA in Horse Care at SCQF level 6 may be able to gain employment as an assistant groom or yard worker.

## **4 Access to the National Progression Awards**

Entry to either award is at the discretion of the delivering centre.

There are no specific, formal entry requirements for the NPA in Horse Care at level 4 however given the practical nature and environment of this course, it will be beneficial if candidates can demonstrate an interest in working with horses.

For candidates who have recently left school, centres may ask for relevant Standard Grades at General Level as a condition of entry, though no formal entry requirements may be required of adult returners. Centres will generally offer a meeting or interview with candidates to let the candidates know what the demands of a course are likely to be and to ensure that they are offered the most suitable course for their needs and capabilities.

For entry to the NPA in Horse Care at SCQF level 6 however, it is recommended that candidates have achieved the National Certificate in Horse Care at level 5 (or an appropriate equivalent qualification) or can provide evidence of appropriate experience of working with horses in an educational, voluntary or paid capacity.

The frameworks for the NPAs do not place unnecessary barriers to achievement however, working with horses is physically demanding and centres must give consideration to ensuring the safety of both individuals and horses. Candidates should, therefore, be made aware that a reasonable level of fitness and mobility will be required and that there are recognised procedures for moving away quickly and safely should the behaviour of the horse change suddenly. It is the responsibility of centres to ensure that all candidates, admitted to these courses are properly inducted into stable health and safety procedures and that candidates are made aware of, and can follow these procedures effectively.

In terms of Core Skills, candidates are likely to have the level of Core Skill below that of the awards ie SCQF level 4 candidates would be expected to have achieved Access level 3 Core Skills in *Communication, Working with Others, Problem Solving, Numeracy* and *ICT*. However entry is at the discretion of the individual centre and Core Skills will be developed at SCQF level 4 throughout the NPA

For candidates wishing to undertake the SCQF level 6 award, it would be desirable if they had achieved Core Skills at SCQF level 5 in *Communication, Working with Others, Problem Solving* and *Numeracy*. The level of *ICT* required for entry to the NPA in Horse Care at SCQF level 6 is SCQF level 4, given the nature of the horse care industry and the lesser dependence on *ICT* than in other industries. All Core Skills, with the exception of *ICT*, will be developed in a vocational context to SCQF level 6 throughout the delivery of the NPA.

In some circumstances, particularly for adult returners, candidates may not have formal Core Skills qualifications and a Core Skill profile and in these cases, it is recommended that candidates are provided with a Core Skills profile to determine suitability for undertaking the level of the award.

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

	<b>Level 4 NPA</b>	<b>Level 6 NPA</b>
<b>Core Skill</b>	<b>SCQF level</b>	<b>SCQF level</b>
Communication	3	5
ICT	3	4
Numeracy	3	5
Problem Solving	3	5
Working with Others	3	5

## 5 Group Award structures

The NPA in Horse Care at SCQF level 4 will be awarded to candidates who achieve 24 SCQF points at level 4.

This will be made up as follows:

- ◆ 24 SCQF points at level 4 from the mandatory Units in the award

### 5.1 Framework

#### NPA in Horse Care at SCQF level 4

All Units are mandatory

Unit title	Code	SQA credit value	SCQF level	SCQF credit points
Horse Care: Horse Identification and Handling a Quiet Horse Safely	H1LP 10	1	4	6
Horse Care: Assist with Grooming a Quiet Horse	H1LS 10	1	4	6
Horse Care: Tack and Tacking up	H1LT 10	1	4	6
Horse Care: Stable Routine	H1LR 10	1	4	6

The combination of Units is designed to provide the basic skills for candidates to assist in working safely with quiet horses. Health and safety aspects of working with horses have been at the forefront of the design of the Units. The content of the Units reflects the basic skills which are required by the equine industry at this level.

All Units in the NPA in Horse Care at SCQF level 4 facilitate progression to the SCQF level 5 National Certificate in Horse Care and have been designed to correspond directly to some of the mandatory Units in the level 5 award.

#### National Progression Award in Horse Care at SCQF level 6

The NPA in Horse Care at SCQF level 6 will be awarded to candidates who achieve 24 SCQF points.

This will be made up as follows:

- ◆ 18 SCQF points at level 6 from the mandatory Units in the award
- ◆ 6 SCQF points at level 5 from the optional Units in the award



## Framework

### NPA in Horse Care at SCQF level 6

#### Mandatory Section — All Units must be taken

Unit title	Code	SQA credit value	SCQF level	SCQF credit points
Horse Care: Horse Health	FV9Y 12	1	6	6
Horse Care: Watering and Feeding	FV00 12	1	6	6
Horse Care: Tacking up for Ridden Competition Work	H1LN 12	1	6	6

#### Optional section

#### One Unit must be taken

Unit title	Code	SQA credit value	SCQF level	SCQF credit points
Horse Care: Lungeing	FV9M 11	1	5	6
Horse Care: Trimming, Turnout and Clipping	FV9K 11	1	5	6

The combination of Units is designed to further develop skills for candidates who have completed the National Certificate in Horse Care at SCQF level 5, for employees wishing industry CPD or progression to other work based qualifications and for people with experience of working with horses, who wish entry to HNC Equine Studies.

The content of the Units reflect the skills which are required by industry at this level and the mandatory Units also relate directly to Units which are mandatory in the HNC Equine Studies.

The optional Units have been chosen to allow candidates to complement the mandatory Units in a way that suits their preferred objectives and is consistent with their learning development, ie Lungeing horses or Preparing horses for competition. In British Horse Society Exams, candidates are expected to lunge horses at Stage 2 level and above and for candidates who are working in a competition yard it is essential that they have the skills and knowledge required to turn out horses to industry standards.

## 5.2 Mapping information

The structure of the NPAs in Horse Care at SCQF levels 4 and 6 meet the aims and requirements of the awards in a number of ways which can be summarised as follows:

- ◆ Provide skills, knowledge and capabilities needed for employment
- ◆ Provide multiple progression routes
- ◆ They retain the benefits of existing provision at this level but provides the credibility of a nationally accredited named award
- ◆ They consist of Units which are practical, aligned to current NOS and should engage the interest of learners
- ◆ They are compatible with the existing arrangements currently adopted by centres
- ◆ Provide the flexibility which learners and centres value
- ◆ Provide an opportunity for learners to develop Core Skills

The flexibility of the structure is a particularly important aspect of the NPA in Horse Care at SCQF level 6. This flexibility has several dimensions and contributes significantly to the way in which the structure meets the requirements for a new award. The flexibility of the award is further enhanced as the structure takes into account that the choice of Units in the optional section, was influenced by those currently provided by centres in response to the needs of a variety of stakeholders.

While the Units, included in the framework of the NPA in Horse Care at SCQF level 4, have been designed and developed specifically for the award, the content of both the mandatory and optional sections, within the framework for the NPA in Horse Care at SCQF level 6, is a mixture of existing and new Units. Well established Units have the merit of being tried and tested and are known to be suitable for learners at this level. Where new Units have been produced, the main aim was to ensure that valid, up-to-date practical Units, aligned to current NOS, could be delivered and assessed which would enable learners to acquire and develop knowledge, understanding and skills relevant to the current and future equine industry.

The content of the mandatory section of each award has been chosen to sample tasks and activities within a stable/riding school environment and this means that the awards to reflect the needs and demands of learners, employers and centres. In the NPA in Horse Care at SCQF level 4, candidates will handle, assist with grooming and tack up a quiet horse and participate in stable routine activities. In the NPA in Horse Care at SCQF level 6, candidates will learn about horse health, how to water and feed and how to tack up for competition work. In the options section of the level 6 award, candidates will have the opportunity either to develop their lungeing skills or tacking up skills and preparing horses for a competition.

Core Skills will be developed in a vocational context throughout both awards and a description of how Core Skills will be developed is given in the Support Notes Section of individual Unit specifications.

All Units have been developed in line with current National Occupational Standards (Appendix 2) and all Units in both awards can be mapped to the principal and general aims of the qualifications (Appendix 3).

The mandatory sections of both awards place a high degree of emphasis upon employability and transferable skills. The practical focus of each award is designed to promote learner development and confidence and enhance the positive contribution that candidates who complete the course can offer to society as a whole. This promotes values such as citizenship, confidence and positive contribution through the following:

- ◆ Positive attitude to workplace and learning
- ◆ The importance of time-keeping and attendance
- ◆ The importance of good verbal communication
- ◆ The importance of good listening skills
- ◆ How to work co-operatively with others as a member of a team
- ◆ Self-respect and showing respect and consideration for others
- ◆ Application of appropriate legislation, eg health and safety
- ◆ Planning and preparing
- ◆ Confidence to seek feedback
- ◆ Confidence to give feedback
- ◆ Self-review and evaluation
- ◆ Customer care skills

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

### ***Articulation***

Although there is no direct articulation from the NPA in Horse Care at SCQF level 4 to NC Courses at SCQF level 5, candidates who have completed an appropriate programme, such as this NPA, will be well prepared to embark upon the NC in Horse Care at SCQF level 5.

Although there is no direct articulation from the NPA in Horse Care at SCQF level 6 to the HNC in Equine Studies, candidates who have completed an appropriate programme, such as this NPA, will be well prepared to embark upon the HNC in Equine Studies

### ***Credit transfer***

Candidates who have suitable prior qualifications or experience may be eligible for credit transfer for Units in the NPAs in Horse Care at both levels. Centres should follow appropriate procedures in cases where this arises.

## **7 Core Skills**

Achievement of each Unit will enable opportunities for candidates to develop Core Skills at the level of the Unit although there is no automatic certification for any of the Core Skills in either of the NPAs in Horse Care.

Information on the signposting of Core Skills is provided in each Unit Specification (See Appendix 5 for Core Skill development within individual Units).

The development of Core Skills should occur through the learning and teaching processes as well as assessment of practical activities.

*Working with Others* and *Communication* can be developed in both level 4 and level 6 NPAs through the use of group work, question and answer sessions and tutor led discussion. Problem Solving can be developed in both level 4 and level 6 NPAs through practical activities where candidates have to select strategies and/or equipment for the task in hand. The Core Skill *ICT* may be developed, to a limited extent, throughout the awards by encouraging candidates to use the internet for research and there are many video clips available on the internet giving demonstrations and practical tips for many of the activities in both of the awards. In the level 4 award, H1LR 10 *Stable Routine* has an opportunity for students to research the properties of different bedding materials and in the level 6 NPA Unit H1LN 12 *Tacking up for Ridden Competition Work* provides an opportunity for candidates to research the requirements and rules of different disciplines in equine competitions.

The Core Skill *Numeracy* should be developed in the level 4 NPA, H1LP 10 *Horse Identification and Handling a Quiet Horse Safely*, where candidates learn how to measure and estimate the height of horses and also in H1LT 10 *Tack and Tacking Up*, where candidates have to clean tack and reassemble it to the same size as it was before they took it apart. In the level 6 NPA the Core Skill *Numeracy* may be developed further in FV9Y 12 *Horse Health* where candidates have to design and develop an annual health programme for the horse and in FW00 12 *Watering and Feeding* where the candidate will calculate amounts required to feed horses.

## **8 Approaches to delivery and assessment**

The delivery of the award is at the discretion of individual centres.

### **8.1 Content and context**

Candidates who undertake the NPAs at SCQF levels 4 and 6 will not only gain understanding, knowledge and skills specific to the horse industry, but should also develop confidence and the knowledge and skills to pursue further study either in the workplace or in college.

#### **NPA in Horse Care at SCQF level 4**

The NPA in Horse Care at SCQF level 4 is designed as an introduction to the equine industry for school pupils, school leavers and/or adults interested in gaining initial experience and/or a formal introductory qualification in Horse Care, including CPD. The NPA is also designed to prepare candidates for the National Certificate in Horse Care at SCQF level 5 and may also enhance job opportunities for assisting at riding establishments or as a volunteer at organisations such as Riding for the Disabled.

The majority of delivery will be done in a stable or riding school environment and tutors are encouraged to use a variety of practical activities and emphasise the development of the candidate's own personal qualities and skills. A key feature of this NPA is that skills are developed through experiential learning which is the learning of skills through mainly practical activity and reflecting on personal experience to improve further performance. The content of this award reflects the need for the basic skills required at this level, the emphasis being on the safety elements of handling horses and candidates will only be required to assist and to work under supervision. Horses used must be quiet and used to handling although all candidates will be made aware that any horse can be unpredictable therefore the use of PPE is also highlighted throughout the individual Units.

### **NPA in Horse Care at SCQF level 6**

The NPA in Horse Care at SCQF level 6 is primarily aimed at candidates with prior experience who wish to gain a formal national qualification, for people wishing to progress to further studies at Higher National Certificate (HNC) level or for those undertaking CPD while in employment. The award offers a qualification which may enhance the job opportunities for those wishing employment in the industry as a groom. The NPA at SCQF level 6 may also offer a transition route from Horse Care level 5 to HNC in Equine Studies. The content of the NPA at SCQF level 6 reflects the need for the development of the practical skills required for industry and also relates to elements of the theoretical and practical skills required to articulate to the HNC Equine Studies course.

## **8.2 Delivery and assessment**

The types of delivery, used in offering these awards, are at the discretion of individual centres. They are likely to include:

- ◆ Health and safety induction and tutor led delivery of the legislation requirements
- ◆ Practical instruction and work in equestrian facilities
- ◆ Experiential learning through practical tasks
- ◆ Tutor led classroom delivery
- ◆ Group tasks
- ◆ Research using the internet and literature
- ◆ Use of video clips available on the internet which give demonstrations and advice to many practical horse tasks
- ◆ Visits to stable yards

Both the NPAs are suitable for full time, part time and flexible delivery but are not in the main, suited to e-learning methods as the content is mainly practical. Some elements of the courses may be suitable for e assessment such as the identification of tools, grooming kit, tack etc.

## 9 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/these Group Award(s) 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)).

## 10 General information for candidates

### National Progression Award in Horse Care at SCQF level 4

The Horse Care (Equine) industry offers a wide range of interesting and challenging employment opportunities to people with the right qualifications and the National Progression Award (NPA) in Horse Care at SCQF level 4 is a fantastic starting point. Whether you have just left school or are interested in a change of career or simply wish to pursue your hobby, the NPA at SCQF level 4 will introduce you to the basic skills needed to work in the Horse Care industry or to assist at your local equine establishments such as riding schools or even Pony Clubs and/or Riding for the Disabled Groups. This course is mainly practical and will provide you with opportunities to apply the skills you develop to real situations whether it is catching a quiet horse, grooming a quiet horse, cleaning stables or caring for tack.

You will study:

#### **H1LP 10 Horse Care: Horse Identification and Handling a Quiet Horse Safely**

You will learn to identify a variety of horses and handle a quiet horse safely. You will also learn that horses may react in different ways and what you should do in these situations and how to keep yourself and others safe at all times while working in a stable.

#### **H1Ls 10 Horse Care: Assist with Grooming a Quiet Horse**

You will learn how to groom a quiet horse safely in preparation for work and also the reasons for grooming along with general checks to make to ensure that the horse is has not sustained any obvious injuries.

## **H1LR 10 Horse Care: Stable Routine**

You will learn how to carry out basic stable duties under supervision, including mucking out, maintaining a suitable bed for the horse and keeping the stable yard tidy along with other stable routine practices.

## **H1LT10 Horse Care: Tack and Tacking Up**

You will learn how to care for tack, identify unsafe tack and assist in tacking up a quiet horse safely.

This National Progression Award in Horse Care at SCQF level 4 is mainly a practical course and you will often be assessed by observation of the practical activities you carry out. You are also likely to be assessed, using identification tests and some limited oral and/or written questions.

On completion of the National Progression Award at SCQF level 4, you will be well placed to make a decision about whether you would like to pursue a career in the horse care industry, go on to study at a higher level or simply get more out of your hobby.

The next level of study to this National Progression Award in Horse Care at SCQF level 4 is the National Certificate in Horse Care at SCQF level 5, which may be delivered in a centre as a full time course. If you decide to apply for this course and are successful, you will develop existing skills and knowledge, gain new skills and knowledge and after completing the National Certificate successfully, you may be able to progress to higher level qualifications within a college such as the National Progression Award in Horse Care at SCQF level 6, the HNC in Equine Studies or to a work based qualification if you find a job in the industry.

## **National Progression Award in Horse Care at SCQF level 6**

If you already have previous experience of working with horses, own a horse or are currently working with horses but have no formal qualification, then this National Progression Award (NPA) at SCQF level 6 is an ideal opportunity to gain a qualification that will help prepare you to enter a higher level of study or improve your employment opportunities.

The National Progression Award at SCQF level 6 may help you to make a smooth transition to the Higher National Certificate (HNC) in Equine Studies. This course is made up of four Units, which will develop your practical skills and also develop your understanding of the theory which underpins the practical skills.

To gain the award you must complete **yjtrr** mandatory Units and select one further option from either *Lungeing a horse* or *Trimming Turnout and Clipping a horse*.

You will study:

### **Mandatory Units**

#### **FV9Y 12 Horse Care: Horse Health**

You will learn how to prevent recognise and treat common injuries, ailments, disease and lameness and develop an understanding of the basic function of the systems of the horse and related ailments

#### **FV00 12Horse Care: Watering and Feeding**

You will learn how to calculate and feed a horse to maintain it in an appropriate condition and develop a basic understanding of the digestive systems and the nutrients required by the horse.

#### **H1LN 12 Horse Care: Tacking Up For Ridden Competition Work**

You will learn how to get a horse ready for competition work, this will include preparation for dressage, show jumping, cross country and showing classes including the identification of a range of tack, which is permitted according to the current rule book for that discipline and how to fit the tack.

### **Optional Units — you will do one of the following Units**

#### **FV9K 11 Horse Care: Trimming, Turnout and Clipping**

You will learn how to turn out a horse in a safe manner for a variety of work situations, including trimming, clipping and plaiting.

#### **FV9M 11 Horse Care: Lungeing**

You will learn how to tack up a horse for lungeing, identify the principles of lungeing and how to lunge a quiet horse

This National Progression Award at SCQF level 6 is a practical course and you will often be assessed by observation of the practical activities you carry out. In addition you are likely to be assessed by identification tests, short answer tests, projects and presentations.

On completion of the National Progression Award in Horse Care at SCQF level 6 you will be well placed to make a decision as to whether you would like to pursue a career in the equine industry, go on to study at a higher level or simply get more out of your hobby.

The next level of study to this NPA at SCQF level 6 is the Higher National Certificate (HNC) in Equine Studies where you will learn more skills and develop existing ones as well as some supervisory knowledge and skills.



## 11 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: Progression Routes

Appendix 2: NOS Mapping

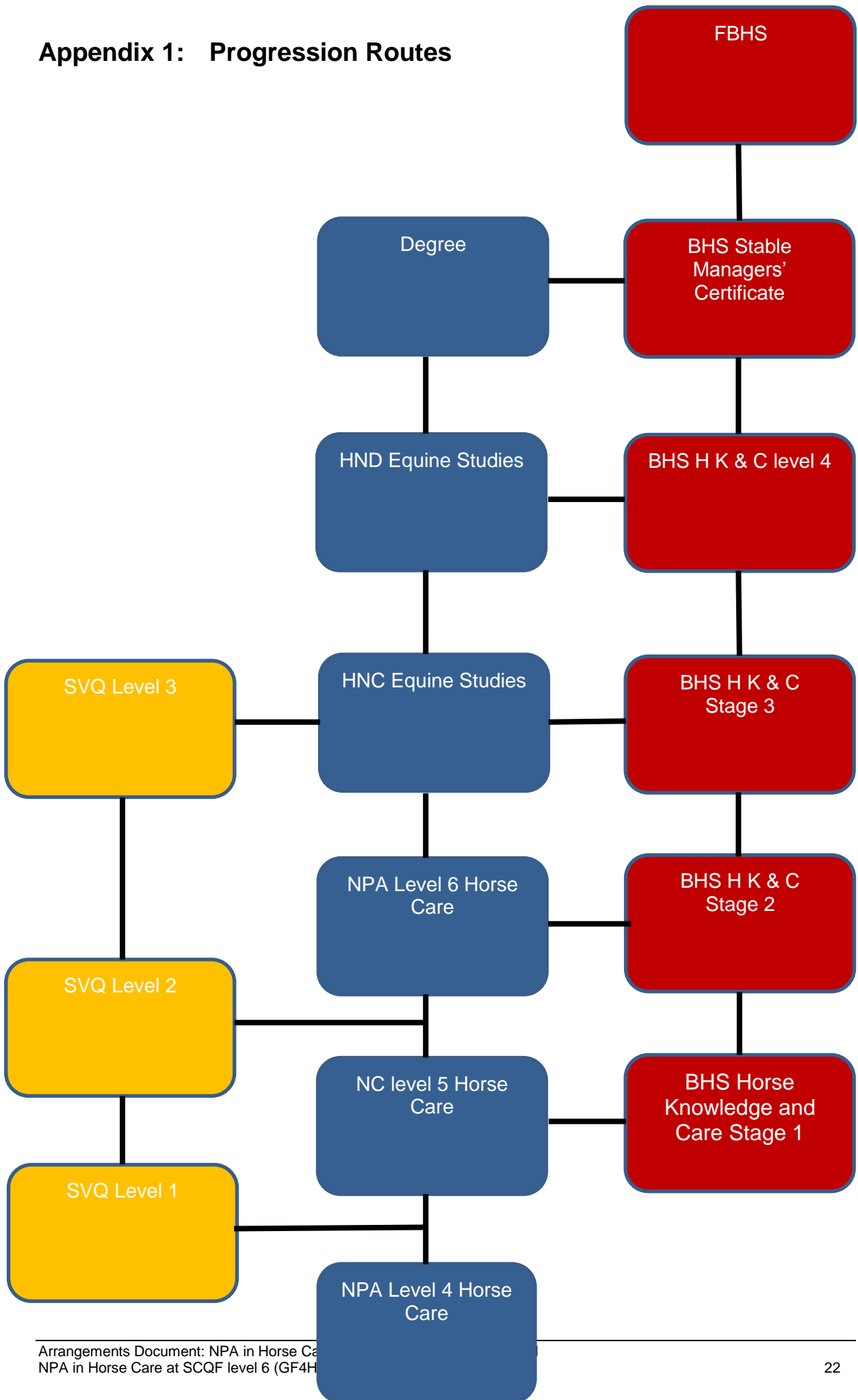
Appendix 3: Mapping Principal and General Aims of the awards to Units

Appendix 4: New Unit specifications

Appendix 5: Core Skills Mapping

Appendix 6: Suggested delivery sequence and integration of assessment

## Appendix 1: Progression Routes



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

### NPA in Horse Care at SCQF level 4 — All Units Mandatory

Unit title	Handling a quiet horse safely	Assist with Grooming a Quiet Horse	Tack and Tacking up	Stable Routine
<b>National Occupational Standard</b>				
<b>Eq 108: Assist with catching and leading horses</b>	<b>X</b>			
<b>Eq 101: Assist with cleaning and grooming horses</b>		<b>X</b>		
<b>Eq 104: Assist with putting on a saddle and bridle</b>			<b>X</b>	
<b>106: Assist with cleaning tack and horse clothing</b>			<b>X</b>	
<b>Eq 103: Assist with cleaning the stables and yard</b>				<b>X</b>

## NPA in Horse Care at SCQF level 6 — Mandatory and Optional Units

Unit title	Horse Health FV9Y 12	Watering and Feeding FV00 12	Tacking up the Competition Horse	Lungeing FV9M 11	Trimming, Turnout and Clipping FV9K 11
Unit: Mandatory/Option	Mandatory	Mandatory	Mandatory	Option	Option
National Occupational Standard					
Eq 203: Carry out Routine Care and Monitor the Health and Welfare of Horses	X				
Eq 306: Promote the Health and Well-being of Horses	X				
Eq 401: Develop and Implement a Horse Care Policy	X				
Eq304: Plan Diets and Implement Feeding Regimes for Horses		X			
Eq 210: Apply, fit and maintain horse tack for exercise			X		
Eq 307: Tack up horses for specialist work			X		
Eq 212: Lunge a Horse Under Supervision				X	
Eq 206: Plait Manes and Trim Horses					X
Eq 207: Clean and Groom Horses for Appearance					X
Eq 308: Clip Horses					X
Eq 309: Prepare Horses for Public Appearance					X

## Appendix 3: Mapping of Principal and General Aims to Units

### NPA in Horse Care at SCQF level 4

#### Mandatory Units mapped to Principal and General Aims

Unit title	PA 1	2	3	4	5	6	7	8	9	GA 1	2	3	4
H1LP 10 Horse Care: Horse Identification and Handling a Quiet Horse Safely	√	√	√		√	√	√	√	√	√	√	√	√
H1LS 10 Horse Care: Assist with grooming a Quiet Horse Safely	√	√	√		√	√	√	√	√	√	√	√	√
H1LT 10 Horse Care: Tack and Tacking Up	√	√	√	√	√	√	√	√	√	√	√	√	√
H1LR 10 Horse Care: Stable Routine	√	√	√	√	√	√	√	√	√	√	√	√	√

### NPA in Horse Care at SCQF level 6

#### Mandatory Units mapped to Principal and General Aims

Unit title	PA 1	2	3	4	5	6	7	8	9	GA 1	2	3	4
FV9Y 12 Horse Care: Horse Health	√	√	√		√	√	√	√	√	√	√	√	√
FV00 12 Horse Care: Watering and Feeding	√	√	√		√	√	√	√	√	√	√	√	√
H1LN 12 Horse Care: Tacking Up for Ridden Competition Work	√	√	√	√	√	√	√	√	√	√	√	√	√

## Appendix 5: NPA in Horse Care at SCQF level 4: Core Skills development within individual Units

Unit name Mandatory	Core Skill				
	Communication	Working with Others	Problem Solving	ICT	Numeracy
H1LP 10 Horse Care: Identification of Horses and Handling a quiet horse safely	X	X	X		X
H1LS 10 Horse Care: Assist with Grooming a Quiet Horse	X	X	X		
H1LT 10 Horse Care: Tack and Tacking up	X	X	X		X
H1LR 10 Horse Care: Stable Routine	X	X	X*	X	

\*Critical Thinking level 4 is embedded.

## NPA in Horse Care at SCQF level 6

### Core Skills development within individual Units

Unit name Mandatory	Core Skill				
	Communication	Working with Others	Problem Solving	ICT	Numeracy
FV9Y 12 Horse Care: Horse Health	X		X		X
FV00 12 Horse Care: Watering and Feeding	X	X	X		X
Horse Care: Tacking Up For Ridden Competition Work	X	X	X	X	
<b>Options</b>					
FV9M 11 Horse Care: Lungeing	X	X			
FV9K 11 Horse Care: Trimming, Turnout and Clipping	X	X	X		

The development of Core Skills in these NPAs will be through the learning and teaching processes as well as the methods of assessment.

More detailed information regarding the development of Core Skills can be found in the support notes of the individual Units which make up these awards.

## Appendix 6: NPA in Horse Care at SCQF level 4

### Delivery and Assessment

#### Suggested order of delivery and assessment integration from one centre

Table

Unit title	Sequence	Suggested Assessment Integration
H1LP 10 Horse Care: Horse Identification and Handling a Quiet Horse safely	It is strongly recommended that this Unit is delivered first to introduce candidates to being around horses and making them aware of health and safety.	H1LS 10 Assist with Grooming a Quiet Horse
H1LR 10 Horse Care: Stable Routine	The sequence of delivery for the other Units will be at the discretion of the centre.	H1LP 10 Horse Identification and Handling a Quiet Horse Safely
H1LS 10 Horse Care: Assist with Grooming a Quiet Horse		H1LT 10 Tack and Tacking Up
H1LT 10 Horse Care: Tack and Tacking up		HTLS 10 Assist with Grooming a Quiet Horse

Assessment methods have been proposed in the individual Unit specifications. They are mainly practical but also include some elements of oral and/or written methods of assessment.

Assessments can be integrated as shown on the individual Unit specifications and there are opportunities to further integrate assessment with other Units, ie elements of H1LS 10 *Assist with Grooming a Quiet Horse* can be assessed along with H1LT 10 *Horse Care: Tack and Tacking Up* as horses should be groomed before tack is applied. For example the assessment could be worded: 'The candidate will assist with grooming a quiet horse in preparation for work and then assist with tacking up the horse'

## NPA in Horse Care at SCQF level 6

### Delivery and Assessment

Sequence of delivery of this award is at the discretion of individual centres.

### Suggested order of delivery and assessment integration from one centre

Assessments methods have been proposed within the individual Unit specifications. These include projects and practical activities well as oral and written assessments. Assessments have been integrated where possible as shown in the Unit specifications.

<b>Unit title</b>	<b>Sequence of delivery</b>	<b>Suggested assessment Integration</b>
1 FV9Y 12 Horse Care: Horse Health	1 or may be taught simultaneously with 2	1 and 2
2 FV00 12 Horse Care: Watering and Feeding	2 may be taught together with 1	2 and 1
3(i) Either FV9M 11 Horse Care: Lungeing or 3(ii) FV9K 11 Horse Care: Trimming, Turnout and Clipping	3 May be taught together with 4 Should be taught together with 4	3 (i) and 4 3 (ii) and 4
H1LN 12 Tack and Tacking Up for Ridden Competition Work	4	4 and 3 (i) and (ii)