




Apprenticeship standard (England only)

Equine Groom (Non-Riding)

Industry: Agriculture, environmental and animal care

City & Guilds code: 9044-22

 **Typical duration:** 12 months
 **Maximum funding:** £5,000*
 **Level 2**

*Funding information accurate as of March 2019. For the most up-to-date information, check the [Institute for Apprenticeships and Technical Education \(IfATE\) website](#).

About the standard

Apprentices will be entering a vocational industry, where they can expect to handle and work with a variety of horses in different working environments. They must adhere to safe working practices, be prepared to work in all weather conditions and in out of hours situations. They will be required to have dedication, commitment and the physical and mental toughness to cope with the rigours of the role.

The equine groom occupation requires competent individuals who are committed to the safety and welfare of the horses in their care. The apprentice will use knowledge, understanding, practical experience and empathy to maintain the horses' physical and psychological well-being within a safe working environment. This is a practical, hands-on occupation where apprentices will work under supervision individually or as part of a diverse team. As well as providing essential day-to-day care, they will be involved with feeding, grooming, cleaning equipment, handling, preparing, exercising the horses and carrying out routine yard duties.

On-programme: what apprentices need to learn

Apprentices need to complete 20% off-the-job training during the on-programme phase of their apprenticeship. Specific rules govern this and it must take place in the apprentice's contracted hours.

Formative assessment of knowledge, skills and behaviours required in the delivery of the level 2 equine groom (non-riding) apprenticeship are broken down into the following.

Knowledge

In addition to the core knowledge, newly qualified Equine Grooms (Riding) will possess the route specific knowledge to understand:

- Stock rotation and maintenance and storage of supplies and equipment.
- What is involved in maintaining an establishment and how this can be organised.
- An awareness of customer needs and how this can influence customer care.
- Appropriate office duties including answering the telephone, processing information and basic IT system and skills used in the workplace.
- The benefits and practice of lunging and the equipment involved.

Skills

In addition to the core skills, newly qualified Equine Grooms (Riding) will possess the route specific skills enabling them to competently:

- Assist with storage of supplies and stock rotation.
- Contribute to the organisation and maintenance of establishment.
- Engage with customers and identify their needs.
- Assist with appropriate office duties including answering the telephone, processing information and use workplace IT systems.
- Contribute to yard based records including passports, vaccinations, worming, farriery, dentistry etc.
- Assist and support riding grooms and provide non-ridden exercise regimes.
- Prepare for and lunge a horse for exercise in an enclosed area according to instruction.

Refer to the [IfATE website](#) for further details on the standard and assessment plan.





Gateway requirements

Before you can book end-point assessment (EPA), the provider and employer sign off that the apprentice will be ready for EPA.

For this standard, the employer and provider will need to sign a declaration to agree the apprentice shows evidence of the relevant Agriculture, environmental and animal care knowledge, skills and behaviours as set out in the standard.

The apprentice also must have achieved maths and English (Level1) and taken the test for Level 2 functional skills.

As part of our EPA service, City & Guilds will check all gateway evidence before the EPA event so you can have the confidence that the apprentice is ready for EPA.



EPA: how apprentices demonstrate their learning

EPA is the final stage that an apprentice goes through to complete their apprenticeship. The apprentice must demonstrate their learning to an independent end-point assessor and the grades available are fail, pass or distinction. Assessment methods for this standard are:



Knowledge test

50 multiple choice questions.
Duration: one-hour 15 minutes.



Practical observation

A structured event in which the independent end-point assessor will observe the apprentice carrying out their day-to-day role in the workplace or simulated working environment.
Duration: a one, five-hour day.



Professional discussion supported by portfolio evidence

A 60-75 minute structured discussion between the apprentice and their independent end-point assessor. This will explore evidence for areas of the knowledge, skills and behaviours from the standard that have not been assessed in the knowledge test or practical observation or areas that require further clarification. This will also provide the opportunity for the apprentice to use the evidence from their portfolio to illustrate their professional competence.

City & Guilds will allocate a skilled and experienced professional to assess the apprentice objectively against the standard. All assessments are standardised and quality assured.

To help you prepare apprentices and ensure they feel ready for assessment, we have created a suite of preparation resources, including:

- **EPA pack:** Details behind the standard and assessment plan, guidance on EPA tasks and grading, procedures for re-sits, timelines, venue and resource requirements for EPA. It is important that you are familiar with this information
- **EPA preparation tool:** Personalised login for each apprentice with useful learning resources relevant to the assessment skills required for their standard, ensuring they feel ready for their EPA experience

- **recording forms:** Supporting you to complete key stages of EPA readiness, we have prepared forms to give you peace of mind and confidence that everything is covered
- **LIEPA report:** A report produced by our lead independent end-point assessor (LIEPA) with insight into the EPA results for this standard and findings across all centres. These reports can help you refine your delivery to improve success rates
- our dedicated **EPA customer success team** will be on hand to support you through your EPA journey.





Apprenticeship certification

As well as receiving their IfATE apprenticeship certificate, the apprentice will receive a City & Guilds statement of achievement for EPA.

Why choose City & Guilds?

Personal support: Our dedicated EPA customer success team, Technical Advisors, Business Managers and Customer Service teams are on hand to help you throughout your apprenticeship journey.

Teaching tools and resources: All of our resources are mapped comprehensively to the standard and designed to draw out the skills, knowledge and behaviour apprentices need so they are confident for assessment and you know that everything is covered.

EPA support resources: Our specially created EPA resources will help you to prepare apprentices and ensure a smooth booking process.

EPA delivery: We are growing our EPA service, using new technologies to enhance the delivery and management of EPA.

Pricing that works for you: When you choose us for EPA, you pay a small registration fee and the balance once the EPA has taken place and results submitted.

Events and webinars: We deliver a range of events and webinars run by industry specialists to advise and guide you.

Progression: The journey never stops and we're committed to helping learners progress into a job, develop on the job and move into the next job. Visit our website [cityandguilds.com](https://www.cityandguilds.com) for our wider offering in this sector and information about leadership and management apprenticeships.



More information

If you're a City & Guilds centre, visit Walled Garden or contact your Business Manager for prices and any further information.

If you're a new customer, contact apprenticeships@cityandguilds.com to find out more.

Or visit [cityandguilds.com/apprenticeships](https://www.cityandguilds.com/apprenticeships) for full information on our apprenticeship products and services.

Visit [i-l-m.com/apprentice](https://www.i-l-m.com/apprentice) for information on management apprenticeships.