




Apprenticeship standard (England only)

# Senior Equine Groom (Non-Riding)

**Industry:** Agriculture, environmental  
and animal care

**City & Guilds code:** 9057-22

 **Typical duration:** 18 months  
 **Maximum funding:** £6,000\*  
 **Level 3**

\*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

Set within an industry steeped in tradition, yet embracing innovation and technology, the Senior Equine Groom will provide for and coordinate the day to day care of the horses in the workplace. They will possess all the necessary skills to lead by example and will have the knowledge required to implement effective systems relating to the running of the yard. They will be capable of organising and monitoring the quality of work and ordering and maintaining supplies.

The Senior Equine Groom can expect to handle and provide exercise for a variety of horses in different working environments. They must adhere to safe working practices, be prepared to work in all weather conditions and often 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. Living onsite for part or all of the duration of the apprenticeship may also be necessary. The occupation requires competent individuals committed to the safety and welfare of horses in their care. The Senior Equine Groom will be capable of looking after a small to medium sized equine yard and supervising a diverse team of workers. They will be capable of offering advice, support and guidance to their team, whilst possessing appropriate people skills necessary for their chosen sector. They will be required to have a sound base of experience and knowledge and have the right empathy so as to promote the horses' physical and psychological well-being within a safe working environment. The Senior Equine Groom will have a sound knowledge of horse anatomy and physiology and the ability to assess and promote health. They will be able to recognise and treat common minor injuries and ailments. They will be capable of presenting horses to a high standard and can demonstrate the skills required to groom, plait and clip horses.

## 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.

Summative assessment of knowledge, skills and behaviours required in the delivery of the Level 3 Senior Equine Groom (Non-Riding) apprenticeship are broken down into the following modules.

### Knowledge

- The cleaning and preparation of saddlery and equipment for work and competition to the appropriate standard required.
- Different saddlery and equipment requirements for work and competition.
- The importance and requirements of maintenance programmes and how to action and implement them.
- The importance of tendering and checking quality of supplies and suppliers.
- The significance and benefits of promoting the business through various channels.
- The need for, and methods of diversification and the on-going impact on the business. What is involved in, and how to plan and organise an event, show or activity.
- The need for, and methods of delivering and monitoring customer care and satisfaction.
- IT skills and use of current workplace software and databases. Office duties including simple record keeping such as budgets and staff records.
- The need for, design of and implementation of programmes for recovery, recuperation and rehabilitation. The principles of equitation theory.



## Skills

- Clean and prepare equipment for work and competition to the appropriate standard.
- Prepare horses for work and competition including selecting and fitting correct discipline specific saddlery and equipment.
- Coordinate and supervise maintenance programmes for the establishment.
- Monitor the choice and quality of supplies and suppliers.
- Promote the business through word of mouth, advertising, social media and the internet.
- Plan, organise and implement a variety of events/ shows or activities, whilst constantly looking for ways to diversify and improve the business.
- Deliver, monitor, review and improve customer care and satisfaction.
- Carry out office duties including using IT for budgets and record keeping.
- Implement, record and review a programme for recovery, recuperation or rehabilitation.
- Design and review work and fitness programmes and implement non-ridden exercise regimes.
- Prepare and long rein a horse for exercise.

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

City & Guilds has developed teaching and learning materials to support employers and learning providers to deliver on and off-the-job learning for this standard. For more information, [visit our webpage for Senior Equine Groom \(Non-Riding\) here.](#)



## Gateway requirements

The decision as to when the Apprentice is ready to move on to the End-Point Assessment will be made by the employer, based on their assessment of how well the Apprentice meets the requirements of the Standard.

This could be based on a review of the Skills Passport (if used) or the progress against the Knowledge, Skills and Behaviours in the Standard. The mandatory Portfolio will need to be completed by the time the Apprentice reaches the Gateway.

There may be consultation with the Training Provider (if involved) but the decision on gateway sign off lies solely with the employer.

Apprentices without level 2 English and maths will need to achieve this level prior to completion of their Apprenticeship.

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

End-point assessment 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

45 multiple choice questions (1 mark for each multiple choice question) and 5 extended answer questions (5 marks for each extended answer question).

Duration: one hour and thirty 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: one x five-hour day.



### Professional discussion supported by portfolio evidence

A 75-90 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](mailto: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.