



**AGRISETA/CATHSSETA\***  
**ACCREDITED TRAINING PROVIDER**

**ONLINE**  
**EQUINE MANAGEMENT AND COACHING**  
**CAREER SKILLS PROGRAMS**

### WHY ONLINE LEARNING?

Attending full time studies and practise at a recognised and accredited Equestrian Training Academy has been the traditional way to learn to become proficient in handling and understanding horses. However REC Equestrian Academy over its 20 years of *'training for excellence'* has recognised that to be truly inclusive to all, to fulfil its values of social upliftment, economic improvement, having a positive environmental impact and adding value; we need to give access of our skills programs to as many South Africans as possible. This has become even more important with the advent of a worldwide pandemic that has changed the way we work and learn, so it is the duty of reputable institutions to ensure that its learners are able to complete their studies, while observing national safety guidelines.

The Online learning model developed by REC Academy is a learning approach combining digital technology for online learning, with 'in-person' learning in the physical workspace. This technological innovation, has been developed to offer an effective learning experience, which is flexible and cost effective.

In providing a specialized education for those who wish to make a career working with horses, with the availability of online learning programs, has been welcomed by learners who prefer to personalize their own study schedule, and manage a workspace for practice at their convenience.

### BACKGROUND ON SKILLS PROGRAMS & THE EXAMINATION ROUTE

The original South African National Instructors Plan (SANIP) assessment model has been converted by REC\* Equestrian Academy into skills programs. These skills programs enable learners to take 'bite-sized' chunks of an established equestrian qualification, with each skills program a 'part-qualification'

articulating to the level one instructors qualification, making it easier to attain effective skill-sets through occupational learning. These skills programs have been developed in accordance with the Skills Development Act, 1998, which was set in place to ensure all training is subject to quality control, and compares to the best international standards. There are a total of 21 SETA's in South Africa. Each SETA manages and creates learnerships, skills based programs and internships in its sector. Every industry and job in South Africa is covered by one of these 21 SETA's (Nov 2020).

The REC Academy skills programs contributing towards a qualification are set out below. These skills programs consist of unit standards registered on the National Qualifications Framework (NQF) and provide accessibility to higher education and training for equestrian sport coaching in South Africa

1. Agriculture Sector Education & Training Authority: **Stable Groom Skills** NQF level 1  
Unit Standard codes: 244038;244037;244033;244039;244252;244036;15091;244034
2. EQ/PROFGR/2/0080 **Professional Groom Skills** articulating to the qualification SAQA ID 58493  
National Certificate NQF level 2
3. EQ/STBMAS/3/0081 **Stable-Master Skills** articulating to the qualification Equine Studies SAQA ID 67589 National Certificate NQF level 3
4. EQ/ASSINSTRUCT/4/0082 **Assistant Instructor Skills** articulating to the qualification Equine Practices SAQA ID 71469 Further Education & Training Certificate NQF level 4
5. EQ/SPORTHORSEMAN/5/0083 **Sport Horse Management Skills** articulating to the qualification Equine Practices SAQA ID 71469 Further Education & Training Certificate NQF level 5

The National Qualification Framework (NQF) is the comprehensive system approved by the Minister of higher education and training (HET) for the classification, co-ordination, registration and publication of articulated and quality-assured national qualification and part-qualifications. As a single integrated system, the South African NQF comprises coordinated qualification Sub-Frameworks for:

- I. General & Further Education and Training
- II. Higher Education
- III. Trades and Occupations

SAEF as the official governing body for equestrian sport in South Africa, recognizes equestrian learning offered by registered and accredited training providers, and recognition of prior learning (RPL) of equestrian skills evaluated by assessment bodies/training providers who are registered with the South African Qualification Authority (SAQA).

### REC EQUESTRIAN ACADEMY WP PTY LTD

Our programs represent the skills in the industry, and we have been proudly training horse-masters and coaches from all over the world, for the past twenty two years. REC Academy holds current and valid accreditation with CATHS-SETA for the skills programs in Equestrian Levels 2 – 5 and program approval with AGRI-SETA for Level 1. Learners who complete these CATHSSETA programs with competency after being assessed and moderated, verified by the SETA, will receive a SETA endorsed certificate, representing the National System of Education, and benchmarked against International

Qualifications. This process results in occupational curricula and occupational skills that are directly linked to the relevant industry needs.

### EQUESTRIAN CAREER PATHWAYS

The skills programs gives the learner entry into over 40 career pathways and examples below are given within the following equine and equestrian career paths:

- Mounted Policing (Metro police, SAPS, Security, Correctional Services)
- Sport (Trainer, Professional Groom, Coach, Discipline Judge, Course designer, Stewarding)
- Racing (Racing grooms, Assistant/Head Trainer)
- Tourism (Trail centres, Equestrian Field Guide, Assistant/Lead Horse Guides)
- Welfare (Carthorse Society, SPCA, Riding for the Disabled, Thoroughbred Trust, Animal Welfare)
- Stud (Stud groom, Trainer, Assistant/Stud Manager)
- Farriery (Farrier apprentice, Bare foot Trimmer)
- Complimentary Services (Equine dental technicians, Equine Rehabilitation, Equine Assisted therapy, Equine Behaviourists/Saddle Fitter)
- Equestrian Facilities (Professional Groom, Livery Yard/Riding School/Polo Yard Manager)
- Education (Facilitator, Assessor, Moderator, Coach Developer, Mentor)
- Retail (Tack shop Assistant/Manager, Bloodstock Assistant/Manager, Import & Export, SA Quarantine Station Assistant)

### THE ONLINE LEARNING PATHWAY

In line with the recommendation of the QCTO (Quality Council for Trades & Occupations) REC Equestrian Academy encourages and guides its learners through the national qualification levels of unit standards to facilitate the three pillars of competency .

**Theory**

**Practise**

**Experiential Learning**

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**Theory** via the online component of the blended learning approach, combines with in-person **practise** by the learner in an equestrian workspace as part of the workplace logbook. All activities are validated and form part of the learner's portfolio of evidence (PoE) creating an **Experiential learning** process, specifically defined as learning through reflection of doing. This reflection of doing, can be translated into each learner turning theory into practice of newly learnt skills, reflecting on ways to improve and do it better, and finally using critical thinking skills to improve their technical ability through continued practice.

Extensive studies show that experiential learning brings 'theory to life' by encouraging learners to immerse themselves in an experience, and through reflection about the experience, will develop new skills, new attitudes, or new ways of thinking (Lewis & Williams, 1994).

On the successful completion of a skills program, a learner may opt to spend an experiential learning (EXL) period at the Academy facility (T's & C's apply) either before or after the summative assessment is concluded. This EXL can be used as work experience and should be included in the graduate's CV as evidence of readiness for market place related activities of the real world of work.

### Summative Assessment

Having completed an online skills program, the learner will present themselves at the Academy venue to be evaluated for the **summative assessment** of the relevant skills program, on a date set by the external assessor. The learner is responsible for their travel and accommodation costs. The costs of the summative assessment is included in each online program fee, up until the last assessment date, which may be not later than 9 months after registration of an individual skills program.

## REC ACADEMY SKILLS PROGRAMS

The five independent skills programs are set out below listing the SAQA ID #, the subject heading and the number of credits awarded to each subject/module.

STABLE GROOM SKILLS PROGRAM NQF level 1	Credits
➤ 244033- load & unload horses for & from transport	4
➤ 116511 - Carry out basic 1 <sup>st</sup> aid treatment in the workplace	1
➤ 244041 - Explain basic horse behaviour & body structure	6
➤ 244037 - Groom a horse	6
➤ 244039 - Lunge a trained horse for exercise	10
➤ 244251 - Perform basic handyman tasks in a stable yard	6
➤ 244034 - Use basic horse tack, blankets & boots	5
➤ 244252 - Perform basic stable yard operations	8
➤ 15091 - Plan to manage one's time	3
➤ Elective Specialization (optional)	3
➤ 244036 - Perform horse riding proficiency skills on a trained horse	7

PROFESSIONAL GROOM SKILLS PROGRAM NQF level 2	Credits
➤ 335730- Demonstrate an understanding of equine welfare	4
➤ 265056- Demonstrate an understanding of equine hoof care	5
➤ 335743- Organize & monitor feeding & watering of equines	3
➤ 335718- Prepare an equine for a show	5
➤ 335745- Restrain an equine	4
➤ 335754- Tack up an equine	6
➤ 120313- Investigate work opportunities to make a personal employment or work decision	2
➤ 259604- Verify compliance to safety health & environmental requirements in the workplace	4
➤ 335714- Clip an equine	4
➤ 265076- Demonstrate an understanding of ancillary tack for the equine	5
➤ 335727- Recognize & manage stable & unmounted vices in equines	3
➤ <b>Elective Specialization: Optional</b>	3
➤ 335723- Develop Riding Proficiency	8

**STABLE MASTER SKILLS PROGRAM NQF 3****Credits**

➤ 335762 Understand Equine Conformation	8
➤ 265078 Demonstrate knowledge of the elements of equine feeding & nutrition	5
➤ 265077 Demonstrate understanding of equine dentition	4
➤ 265079 Lunge a novice equine for training & exercise	8
➤ 265075 Manage an Equestrian Facility	5
➤ 265054 Understand equine health & wellbeing	12
➤ 244181 Perform hand over & take over responsibilities	6
➤ 244589 Identify causes of stress & techniques to manage it in the workplace	2
➤ <b>Elective Specialization:</b> optional	
➤ 265055 Develop riding proficiency & basic schooling of horses	8

**COACH AND TRAINER CAREER SKILLS PROGRAMS**

Applicants registering for NQF 4 are required to provide evidence of competence at NQF levels 1, 2, 3 and may apply for recognition of prior knowledge (RPL) T's & C's apply.

Applicants registering for NQF 5 are required to provide evidence of competence at NQF levels 1, 2, 3, 4 and may apply for recognition of prior knowledge (RPL) T's & C's apply.

**ASSISTANT INSTRUCTOR SKILLS NQF 4****Credits**

335720	Apply remedial behavioural techniques for a horse	7
335731	Assess conformation & movement of a horse	10
335735	Establish & maintain grazing for horses	12
335738	Evaluate the welfare of a horse	4
262399	Apply health practices for horses	8
243620	Operate a recreational facility	4
243301	Manage safety and emergency incidences	6
335760	Perform horse riding instruction	10
13674	Identify and support learners with special needs	4
Electives		
335722	Prepare horses & clients for a trail ride of up to one day	4
335722	Develop riding proficiency	4

The learner must have completed and been found competent at NQF levels 1,2,3 and be in possession of a current and recognized level 1 First Aid Certificate to be eligible for the full level 4 skills certificate.

In alignment with the Unit Standards above – As part of each student's research journey at REC Equestrian Academy, competency evaluation outcomes must be underpinned by knowledge and skills relating to:

- Understanding the rules regulating equestrian sport
- Understanding FEI welfare of horses and the relevant national legislation
- Importance of safety of horse, rider & equipment prior to teaching and in lessons inside and outside the arena

- Suitability of specific horses for pupils
- Maintenance of lesson logs and accident registers
- Ability to effectively teach correct basic seat for riding work
- Ability to effectively teach an individual or groups
- Motivating riders and plan lessons
- Fitness of horse and rider relevant to teaching practice
- Factors that affect learning of horse and rider
- Demonstrate good communication skills
- Ability to lead recreational riders in open country, with safety considerations

### THE THEORY OF TEACHING

- Basic principles of Teaching
- Understanding the principles of the scales of training for the horse
- Understanding the levels of competency of the rider
- The role of the instructor
- What makes a good Instructor?
- Development of Communication skills
- Professionalism in the workplace
- The lesson Plan
- Safety and the group lesson
- Different levels of instruction within age groups and learning levels
- The role of Edutainment
- The role of Mounted Games
- Control and Safety during Trail and Out-rides, Le Trec, road work
- School movements and commands
- The use of trotting poles to improve balance and control
- Equipment and safety

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### LUNGING THE NOVICE RIDER

- Equipment & safety
- Horse & safety
- Rider & safety
- Handler & safety
- Area & safety
- The role of Lunging and the Novice Rider
- Evaluation and session planning
- Exercises for the Novice Rider on the Lunge

### BASIC RIDING

- Correct practice of mounting and dismounting safely
- Correct seat and application of the Aids on the flat
- Effective riding on the flat
- Correct seat and application of the Aids over fences

- Accuracy over fences
- Correct Track
- Ability to recognize the average non-jumping horse and pony stride
- Understanding the importance of correct measurements for Gymnastic training part 1
- Understand the principle of the related distance and its role in Show Jumping
- Develop ability to read and discuss a course plan

#### COACHING A GROUP LESSON

- Safety and control of the group lesson
- Lesson structure and planning
- Time management of the lesson
- Use the horse's instinct in the lesson situation and to correct mounted vices
- The principles of balance and the show jumping seat
- The five phases of jumping
- Teaching the correct technique for jumping
- Using simple gymnastics and school movements for improvement of horse and rider
- Applying different movements to improve balance, rhythm, and straightness
- The importance of striding in related distances
- Evaluate, understand, and manage mounted vices

#### NQF 5 SPORT HORSE MANAGEMENT SKILLS

#### Credits

- |   |    |
|---|----|
| ➤ 335764 Analyze equine biomechanics  | 6  |
| ➤ 335761 Apply knowledge of unsoundness conditions                          | 8  |
| ➤ 335774 Manage equine ration formulation and feeding                       | 8  |
| ➤ 335759 Understand the suitability of horse breeds for designated purposes | 3  |
| ➤ 13927 Utilize personal development training for personal growth           | 5  |
| ➤ 117871 Facilitate learning using a variety of given methodologies         | 10 |

The learner must have completed and been found competent at NQF levels 1,2,3,4 and be in possession of a current and recognized level 1 First Aid Certificate to be eligible to be awarded the full level 5 skills certificate.

In alignment with the Unit Standards above – competency evaluation outcomes must be underpinned by knowledge and skills relating to:

- Development of an established and independent seat on the flat and over fences
- Competency in riding a horse between hand and leg and on the bit, according to the horse's stage of training
- Ability to maintain an independent seat in all three gaits without stirrups on the flat and over small fences
- Simple lateral exercises and transitions between and within paces
- Riding and Assessing horses' stage of training and discuss advancement and training strategies at Novice Dressage level.
- Ability to ride a horse at Novice level Dressage
- Competency in jumping a simple show jumping course over fences up to 1 m

## COACHING

- The role of the Coach
- What makes a good Coach?
- Safety and equipment
- The lesson Plan
- Time Management of the lesson
- The study of movement and riding
- Balance and Harmony between horse and rider as per scales of training
- The use of Gymnastics to improve jumping technique of the rider
- Using Gymnastics to improve jumping accuracy of the horse
- Rhythm and pace around a Show Jumping Course
- Teaching a group of riders over fences up to 85cm high.
- Effective in problem solving encountered when jumping, including but not limited to stops, run outs, knocks

## LUNGING AN INDIVIDUAL LEARNER

- The role of lunging the advanced rider
- Lunging to assess and improve rider position, balance & feel
- Exercises to improve suppleness of the rider

## GENERAL EQUESTRIAN KNOWLEDGE

- Questions related to mounted vices and evasions
- Recognized training methods and the Scales of Training
- The internationally accepted teaching and training principles used in training on the flat and over fences
- Professionalism and good communication skills

## Research

As with any tertiary studies, learners enrolled in self-study are encouraged to do as much research as possible and to source further information from reputable sites, for their ongoing (CPD) Continuous Professional Development. Below is a recommended list of suitable reading material for equestrian studies, which is not inclusive.

### Horse Management & Stable Yard Skills

- The BHS Complete Manual of Stable Management
- The BHS Veterinary Manual 2<sup>nd</sup> Edition by P Stewart Hastie

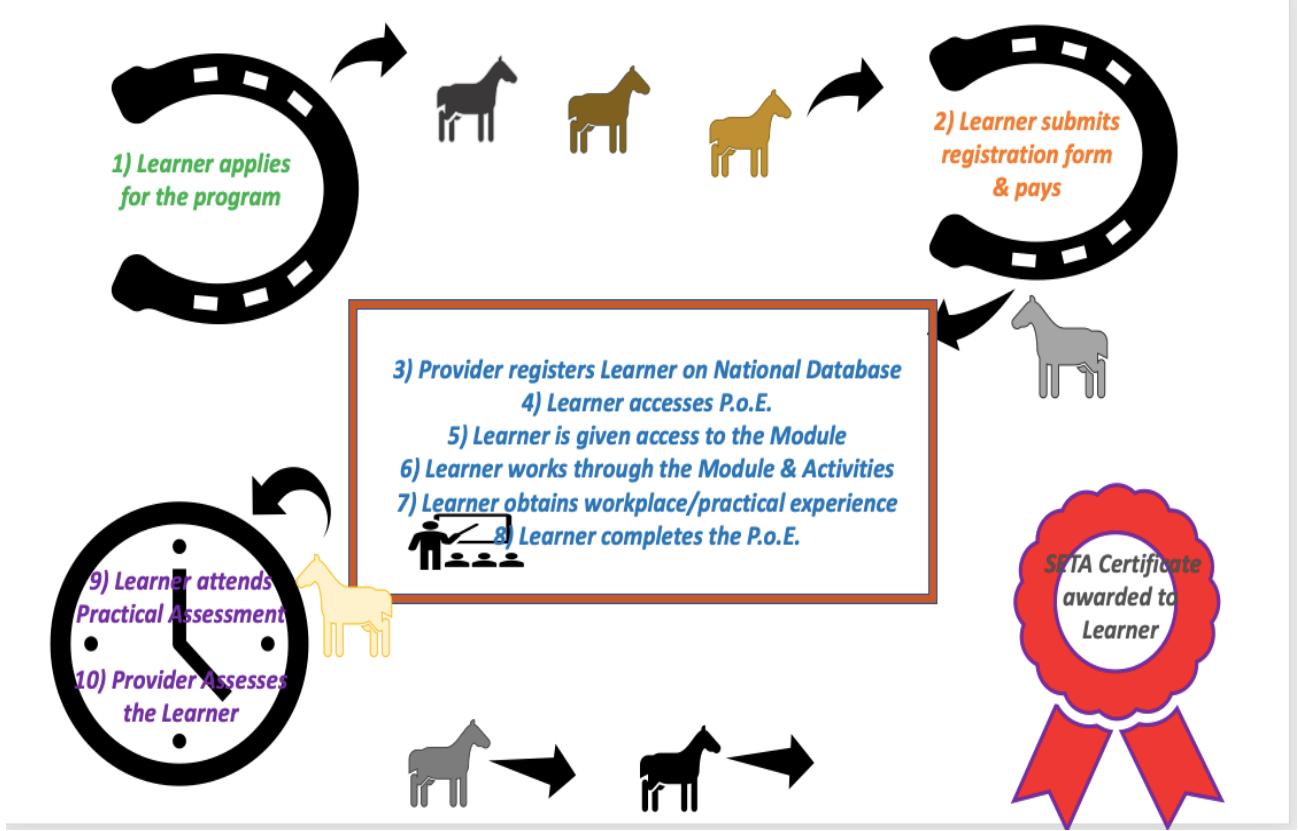
### Coach and Trainer Skills

- The Principles of Riding (Official Handbook of the German National Equestrian Federation)
- The BHS Instructors Manual for Teaching Riding (Islay Auty)
- Equine Sports Coaching (Alison Lincoln)
- Equine biomechanics for Riders (Karin Bignault)



- \*CATHSSETA- (Culture, Art, Tourism, Hospitality, Sports, Sector Educational Training Authority)
- \*AGRISETA- (Agriculture Sector Educational Training Authority)
- \*REC – (Riding, Ethology and Coaching) Equestrian Academy
- \*QCTO – (Quality Council for Trades & Occupations)
- \*SETA – (Sector Education and Training Authority)
- \*SANIP- (South Africa National Instructors Plan)
- \*SAQA- (South African Qualifications Authority)
- \*NQF- (National Qualification Framework)

**FLOWCHART OF ON-LINE PROCESS FOR LEARNER**



## SAFETY NOTICE

Students are reminded that horses are unpredictable animals that are easily startled. Safety rules when working around or riding horses should always be adhered to.

### Correct \*PPE

Riding helmets should be worn whenever working with and around a horse. Closed boots, safety helmet should be worn as well as gloves when leading or lunging a horse. It is strongly recommended that all students should have an up to date Tetanus injection before beginning equestrian workplace practical's.

\*Personal protective equipment

## THE MANAGEMENT TEAM

Our tutors, facilitators and coaches are subject matter experts in the Education and Equestrian field. With many years of experience as equestrians/facilitators team REC is highly motivated to maintain the knowledge and assessment standards of our Academy.

### **Rosemary (Director)**

- NCEA (National Coach Education Advisor) (SASCOC)
- Master Coach (Emerging Talent) (SASCA)
- SETA registered Assessor (SAQA)
- British Horse Society Diploma (BHS)
- FEI International level two Coach (FEI)
- TESOL/TEFL Certified
- MSc Management, Technology & Innovation (Sports Coaching)

### **Nicky (Head of Programs, Senior Coach & Vice Principal)**

- Neuro-Linguistic Practitioner
- SETA registered Assessor (SAQA)
- Post-graduate Education & Special Needs Support
- International Level 2 Coach (EQASA)
- Post-graduate Media Studies
- TESOL/TEFL Certified

### **J Miller (Moderator)**

- SETA certified (SAQA)

### **M Schlemmer (Moderator)**

- SETA certified (SAQA)

**Verification Office** (SAQA) South African Qualification Authority