

RIDE LEADER QUALIFICATION

THE TREKKING AND RIDING SOCIETY OF SCOTLAND

SCOPE

A Ride Leader will be competent to take charge of a trek or hack of up to two hours duration provided the staff to client ratio does not exceed 1 to 6, and to assist the Senior Ride Leader on longer treks and hacks. He/she will be capable of supervising a centre on a single day basis in the absence of a Senior Ride Leader or Centre Operator if covered by insurance.

ENTRY REQUIREMENTS FOR ASSESSMENT

Individual membership of TRSS.
H & SE First Aid at Work Certificate or Equine Specific First Aid Certificate.
BHS Riding and Road Safety Certificate.
Age at least 16 on day of assessment.
A practical knowledge of all aspects of the Ride Leader syllabus.

REFRESHER COURSE

A refresher course will be held immediately prior to the one day assessment.
Candidates under 19 years of age must attend.
If over 18 years of age candidates may be exempt from the refresher course provided they hold BHS Stage II, Pony Club B or S/NVQ level 2 or equivalent qualification, and a signed statement from a present or past employer that they satisfy all aspects of the syllabus, including leading treks and hacks.

SYLLABUS

The candidate must have practical knowledge and/or proficiency in each of the following:

STABLE MANAGEMENT

HORSE HEALTH

Main signs of normal health and behaviour.
General condition of horses.
Importance of the early reporting of abnormal signs.

BASIC KNOWLEDGE AND HANDLING

Points of the horse.
Various breed and types.
Approach, catch and turn out.
Tie up correctly using a quick release knot.
Handle in the stable and teach good manners.

Trot up for inspection.
Hold for treatment and clipping.

WATERING AND FEEDING

Basic principles of watering and feeding.
Importance of good, clean storage conditions.
Importance of feed label instructions.
Types of hay and its quality.
Soaking and feeding hay, and use of hay nets.
Common feedstuffs.
Preparation of a bran mash and its uses.
Correct way to feed beet pulp.

STABLE ROUTINE

Safety policies/accident procedures/accident & incident records.
Fire precautions/procedures/equipment.
Types of bedding and their use appropriate to the horse.
Use of tools in the stable.
Muck and skip out.
Maintain a manure heap.
Loading and unloading horse transport.

CARE OF THE FOOT AND SHOEING

Basic structure of the foot.
Care of the foot, shod and unshod.
Correct use of the hoof pick.
The need to reshoe.
Basic farriery tools.
Remove a shoe in an emergency.

GROOMING

The importance of grooming.
Grooming horses stabled and at grass.
Grooming techniques and use of grooming equipment.
Washing a horse.
Caring for a hot, sweating horse.
Caring for a wet horse.

TACK FITTING AND CARE

Parts of bridle, saddle etc.
Tack suitable for trekking and hacking.
Cleaning tack.
Fitting of tack, including numnahs, martingales, cruppers, boots etc.
Organisation of a tack room.

HORSE CLOTHING

Application of stable and tail bandages.
Use of various types of rug, rollers and surcingles.

GRASS MANAGEMENT & OUTWINTERING

Basic grazing, water, shelter and fencing needs.
Common poisonous plants and other hazards.
Care of outwintered stock.

COMMUNICATION SKILLS

WELCOME

Importance of greeting clients in a friendly manner.
Putting clients at ease as quickly as possible.
Need for appropriate members of staff available to handle clients.

MANNER

Ability to maintain a firm but friendly attitude to all riders, even under stress.
Polite and calm attitude even when clients are difficult.
Answering questions clearly and pointing out mistakes with tact.

TELEPHONE

Ability to communicate easily and courteously.
Speaking clearly.
Knowledge of telephone technique.
Advise on charges and payment methods.
Routine for recording clients' details e.g. weight, height, competence, disabilities, medication.

COMPLAINTS

Centre's complaint procedure.
Acceptance of complaints tactfully.
Passing on complaints to senior staff.

EQUITATION

THE ART OF HORSEMANSHIP

Mounting and dismounting.
Adjusting stirrups and girth when mounted.
Maintenance of a balanced position at walk, trot and canter.
Turn, circle using correct leg, halt and stand still.
Jumping small, natural obstacles up to 75cm.
Riding up and down hills.
Opening and shutting gate.
Riding with a lead horse.
Riding correctly on the road.
Dressing safely for riding.

ASSIST WITH BASIC INSTRUCTION AND DEMONSTRATION

Child Protection practices.
Holding a horse for mounting and dismounting.
Giving a leg up.
Mounting and dismounting.
Holding, lengthening and shortening reins.
Moving the horse on, turn, increase and decrease speed and stop.
Leading a horse and rider when mounted.
Holding and leading ponies.
The use of and reasons for safe clothing.

TREK AND RIDE MANAGEMENT

CARE OF HORSE AND RIDER

Clients safely attired (headgear, footwear etc.).
Assessment of a rider's ability and physique to allow appropriate horse allocation.
Setting up rides according to the experience and competence of the group.
Instruction on safety procedures prior to ride.
Awareness of the importance of identifying riders with useful skills e.g. doctors, nurses.
Riding the line and conversing with riders.

CARE OF HORSE AND RIDER (continued)

Organisation of meal and toilet breaks at suitable locations.
Removal of saddles at a stop and their safe positioning.
Securing of horses at stopping points.
Dealing with difficult riders.
The country code.
Familiarity with riding routes.
Dealing with broken tack and lame animals.
Assistance of the Senior Ride Leader to keep discipline in a diplomatic way.

Helping the Senior Ride Leader maintain a happy atmosphere, especially at end of a trek.

SAFETY

Working knowledge of the Highway Code and Guide to Safer Horse Riding on the Road.

Competence to deal with accidents in a calm manner, applying correct accident procedures.

Safety procedures at the Centre and on a ride, including use of accident and incident books.

The need to carry a first aid kit.

Standard procedure for communication between ride and Centre.