

STABLE STAFF APPRENTICESHIP PROGRAMMES

Guidance notes regarding changes to the Apprenticeship Programmes for Stable and Stud Staff

1. Why are apprenticeship programmes changing?

Recently the Government introduced a wide range of reforms to the apprenticeship programme in England which led to changes in the funding, training, content and assessment. Therefore, in order for the industry to continue to access the significant Government funding available to subsidise its entry level training, Racing had to amend its apprenticeships to conform to the new requirements.

Racing has now begun the process of moving from the old apprenticeship frameworks in favour of the employer designed Apprenticeship (Trailblazer) Standards at Level 2 and Level 3.

2. Will the training be different?

There is little change to the actual training that a new entrant to the racing industry will undertake. The new apprenticeship is called a Standard (the old one was called a Framework). The Standards (at Level 2 and 3) cover all the technical/equine related skills of the old Frameworks but are improved now with the inclusion of vital employment skills: safe working, team work, responsibility, work ethic and communication. Workplace instructors from the Racing Schools will support the training process by making regular visits to the workplace during the working day.

3. Are there any other elements to the apprenticeship?

Yes, to ensure the learners are properly prepared for working in the industry the learners will achieve the Equine Transport qualifications which are a legislative requirement for those involved in the commercial movement of horses. This is not a mandatory requirement of the apprenticeship programme but necessary for those working in racing.

Learners will receive relevant safeguarding education and must still work towards their Functional Skills (Maths and English).

4. Are there any changes to the assessment?

This is one of the main changes. Instead of continual assessment in the workplace leading to the Workbased Diploma, the Learner will now undertake one day of assessment at the end of the training period. The assessment (called End Point Assessment) will normally take place at one of the Racing Schools but in exceptional circumstances may take place in the workplace.

The learner will take a knowledge test (very similar to the current Technical Certificate), before the independent observation of horsemanship skills along with a professional discussion.

5. What will be assessed?

The learner must be given time off to attend the assessment day, which will cover a range of horsemanship and stable management skills. Some parts of the Standard, such as taking horses racing, will be assessed through discussion, based on employer/ witness statements and portfolios of evidence.

6. Who will assess the Standard?

The end point assessor will be someone who has worked in the racing industry at a senior level and is also trained in the assessment process.

7. How will employers be involved in the training and assessment?

As with the existing training, employers will provide the practical training required by an individual to achieve the required skills. Employers will be able to record the progress of their learner in an easy to complete Witness Log Book. Knowledge elements will be covered by workplace instructors attached to the racing schools, who will help the learner complete their portfolios. They will make regular visits to the workplace to provide this additional support.

8. Is the training all 'on the job'?

No, the employee must be able to spend a minimum of 20% of the training programme studying or developing new skills. This is called 'off the job' training. It may be possible for this to take place in the workplace or undertaking tasks for their employer elsewhere but the time and activity must be distinct from the normal working routine.

9. How long is the apprenticeship programme?

At Level 2, the Equine Groom Apprenticeship normally takes 12 - 18 months to complete, with a minimum duration of 12 months. The Level 3 Senior Equine Groom normally takes 18 - 24 months to complete, with a minimum duration of 12 months.

10. What happens when an employer thinks their learner is ready for the assessment?

When the learner, employer and workplace instructor agree that the learner has gained the required knowledge and skills, and completed the Functional Skills (if required) and Equine Transport qualification, they will sign a document to enable the learner to undertake their assessment. This stage is called the 'Gateway'.

The Racing Schools will then arrange for the learner to sit the knowledge test – either online or paper based. They will also submit the portfolio to the end point assessment organisation (EPAO). The EPAO will arrange for the learner to attend an assessment day at one of the racing schools.



11. What are the changes to the funding?

The most significant changes are the introduction of mandatory employer contributions called “co-investment”. This is paid by employers for apprentices age 19 or over and apprentices aged 16 - 18 employed by an employer with a workforce of over 50. However, there is now an employer incentive bonus, for those who retain 16-18 year olds for three and 12 months, of up to £1000. Many employers have been benefitting from these bonuses already.

| Age and Level of Apprentice | Large employer with wage bill >£3million | Employer contribution (Less than 50 employees) | Employer contribution (50 or more employees) | Employer bonus |
|---|--|---|---|---|
| 16-18 Intermediate Apprenticeship Standard (Level 2) | Full cost paid from digital account | No charge | 10% of delivery cost (£500 based on current funding band) | £1000 (£500 paid after 3 and 12 months) |
| 16-18 Advanced Apprenticeship Standard (Level 3) | Full cost paid from digital account | No charge | 10% of delivery cost (£600 based on current funding band) | £1000 (£500 paid after 3 and 12 months) |
| 19 and over Intermediate Apprenticeship Standard (Level 2) | Full cost paid from digital account | 10% of delivery cost (£500 based on current funding band) | 10% of delivery cost (£500 based on current funding band) | Not offered |
| 19 and over Advanced Apprenticeship Standard (Level 3) | Full cost paid from digital account | 10% of delivery cost (£600 based on current funding band) | 10% of delivery cost (£600 based on current funding band) | Not offered |

12. Will the Standard be viewed as equivalent to the Diploma?

Yes, they will be deemed equivalent by the BHA for the purposes of licensing, as the technical content is almost identical.

13. Will employers be able to access any additional funding to assist with the transition from Frameworks to Standards?

For a limited period, employers with apprentices aged 19 or over may apply to BHA for a training bursary to assist them with the transitional arrangements. The maximum bursary available is £600. Employers can apply for the bursary at the end of the training and assessment period. Full details can be provided by the Racing Schools or BHA.