



ht Haddon
Training

Inspire, Support, Achieve.



Qualification Guide &

FAQ's

Introduction

Haddon Training, partnering with Keysoe Therapy and Well-Being Centre, believe in giving as many individuals as possible the opportunity to gain valuable qualifications for their future career path. Our Alternative Provision allows the opportunity to complete an accredited work-based horse care award, certificate or diploma qualification.

This document will provide an overview of the qualifications we offer, and answers to frequently asked questions.

Qualifications

Please see below the information overview of each level currently on offer.

As of January 2024, Keysoe Therapy and Well-Being Centre are enrolling onto the below course:

Horse Care

Level 1 Work-based Horse Care

Guided Learning Hours (GLH) represents the number of hours that a learner would need to fulfil at their placement in order to complete the qualification.

The GLH for this qualification are:

90 (Award), 252 (Certificate), 369-441 (Diploma)

The **level 1** is suitable for someone just starting out in horse care. The individual will want to show that they have the knowledge and skills to work in a supervised role. As part of this qualification the following areas will be covered:

Health and Safety	Feeding and watering	Grooming
Washing	Mucking out	Tacking up
Rugging up	Leading	Turn out and catching in

As of September 2024, Keysoe Therapy and Well-Being Centre are also intending to offer the below qualifications in addition to the level 1.



Level 2 Work-based Horse Care

GLH – 645 (Diploma option)

The level 2 is suitable for someone who already has a basic level of knowledge and skill with working with horses. The individual will want to prove competence within their role, perhaps moving from a junior/supervised role to a more senior position. As part of the qualification, the following mandatory areas will be covered:

Clean and maintain stables	Routine care and health monitoring	Provide feed and water
Restraints	Health and Safety	Professional Development

As part of the level 2, there is also the opportunity to cover more specialist training including:

Tacking up	Plaiting	Trimming
Assess and maintain grazing	Long rein and lunge	Care of performance horses
Assisting high needs riders	Assisting with rehabilitation	Grooming for competition



Level 3 Work-based Horse Care

GLH – 442-565 (Diploma option)

The level 3 is suitable for someone who has been working with horses for a while already, who would like to upskill and progress within their career, or move into training of others. The individual will be at a level where they are able to competently supervise other staff members within their role. As part of the qualification, the following mandatory areas will be covered:

Initial assessment of a horse	Feeding plans	Stock take, order, delivery
Basic treatments and horse welfare	Managing resources	Health and Safety

As part of the **Level 3**, there is also the opportunity to cover a more specialist route including:

Tacking up for specialist work	Preparing horses for public appearance	Clipping
Training young horses	Work programmes	Long rein and lunge for improvement
Preparing and leading treks	Manage horses when turned out	Plan, monitor and evaluate the transporting of horses
Care of performance horses	Escort horses to competition	Manage grazing
	Manage rehabilitation plans	



How will the programme be funded?

These qualifications can be funded either:

- Through a Local Authority (LA) – no cost is incurred by the learner. This is normally available for those with a case worker with the LA that is able to access alternative funding for education. Often these individuals will have an Educational Health Care Plan (EHCP).
- Privately – self-funded, funded by a parent or guardian, funded by an employer, etc. Prices are available on application to Keysoe and include training, assessment and daily placement fees.

For the courses at Keysoe the Local Authorities that could cover this course are:

- Central Bedfordshire
- Hertfordshire
- Northamptonshire
- North Buckinghamshire
- Cambridgeshire

However other Local Authorities can be approached.

If the learner is being funded through the LA, then it is important to note that they will hold, maintain and return the individualised learner record (ILR). The ILR is a confidential government funding record. Haddon Training and Keysoe Therapy and Well-Being Centre are paid to deliver the training and assess, and not to maintain the ILR for learners funded through a LA.

How does someone become a student?

(EHCP Learners)

Once an individual has enquired, an initial meeting will be arranged with the learner (alongside their parent and/or guardian if applicable) and Keysoe Therapy and Well-Being Centre to decide if this course can suitably meet their social, emotional and educational needs.

The next step will be for the learner or their parent/guardian to contact the Local Authority and their Education, Health and Care Coordinator to state preference for Keysoe Therapy and Well-Being Centre and Haddon Training as their chosen education provision.

The local authority will then request joint consultation paperwork from Keysoe Therapy and Well-Being Centre and Haddon Training with costings, which once received by them will then be reviewed by the Local Authority panel. Once agreed, further information will be provided to the learner regarding start dates.

How to arrange a visit?

To arrange a visit to Keysoe Therapy and Well-Being Centre and have an initial meeting with the team to see if the programme is suitable, please get in contact using the below:

Email: info@keysoetherapycentre.com or call **01234 708400**.

The initial meeting will be held at a suitable time for the learner, their parent and/or guardian if applicable and Keysoe Therapy and Well-Being Centre.

Visits from schools, educational institutes and Local Authorities are also welcome.

How will individual needs be incorporated?

Each participant will be individually assessed for this course. Where an EHCP is available, this will be used to enable us to support any Special Education Needs (SEN) requirements. Learners will be allocated a mentor and the pace of the activities will be adapted based on how the individual responds and how comfortable they are feeling.

All sessions are pre-planned and linked to needs and personal targets. Targets are taken from the EHCP, their parent/guardian and their mentor's observations. Time will initially be spent on the Keysoe Therapy and Well-Being Centre yard with their team of ponies to allow learners to settle, then they will slowly transition to specially adapted learning environments, where appropriate.

Where will learning take place?

All learning, be that practical and theoretical will be on site and face-to-face at Keysoe Therapy and Well-Being Centre, based at Keysoe International, Bedfordshire.

The provision will usually be 3 days per week, with flexibility through Monday – Friday. The days will typically run from 9:30am – 2:30pm with a half an hour lunch break.

This qualification will also have term-time intervals in parallel to the Local Authority's school holidays and will last approximately one academic year.



Who will be involved with the learning?

On site at Keysoe Therapy and Well-Being Centre they have a range of qualified Teachers/Assessors, SEN experienced staff and industry qualified team members. They provide a bespoke Alternative Provision designed to encourage participants to reach their potential socially, emotionally and academically. There will also be visits from a Haddon Training Assessor/Trainer Coach who will help with gathering evidence towards the learner's portfolio. The learner creates a portfolio which is then used for the final qualification assessment, meaning there is no final exam.

What will a normal day look like?

A day on the course will usually consist of:

- Arrival will initially be spent on the Keysoe Therapy and Well-Being yard with their team of ponies to allow learners to settle in and conduct some practical activities.
- Mid-morning, learners will transition to specially adapted learning environments, if appropriate for the learner.
- A half an hour lunch break will be given.
- Early afternoon they will continue in a learning environment.
- Late afternoon will be spent back out on the yard conducting practical activities.

All sessions will be in small groups, or one-to-one support if applicable, depending on the learner's needs. Activities planned for the learner throughout the day will always be individualised.

What facilities are on site?

Based in over 500 acres of North Bedfordshire countryside, Keysoe International is home to Keysoe Therapy and Well-Being Centre. Keysoe International is an esteemed destination, known globally for its professional and welcoming environment.

Facilities on site include:

- Café - comprised of both inside and outside seating, the Keysoe Café is situated next to the main arena.
- Indoor school.
- Outdoor school.
- Purpose built learning environments – that have been thoughtfully designed and specially adapted with practical teaching aids.
- Performance Centre (for horse rehabilitation).
- Disabled access toilets.
- Unique teaching and learning materials.

Is transportation available?

Due to the countryside location of Keysoe Therapy & Well-Being Centre, public transport is limited; private transportation is advised and is usually provided for learners with Special Educational Needs and/or Disabilities (SEND) through the Local Authority if needed.

The Local Authority states that “A child with Special Educational Needs and/or Disability (SEND) will also be provided with travel assistance where it is identified that they are unable to safely walk the journey to and from school (accompanied where a parent/carer would normally be expected to do so) due to their SEND needs even if distance criteria are not met.”

This support will need to be directly requested by the learner or their parent/guardian with the Local Authorities’ Transport Department.

How will the course be evidenced and certificated?

Delivery of the above qualifications will depend on the learner’s needs and input from Keysoe Therapy and Well-Being Centre, where they are completing the practical and theory learning, which includes the frequency of sessions and the individualised learning experience.

As part of the teaching and learning sessions, the Trainer Coach/Assessor from Haddon Training will also gather evidence towards a learner portfolio. This portfolio forms the basis for the overall assessment and subsequent certification of the qualification. There are no exams.

The learner will need one piece of knowledge evidence, and two pieces of skills evidence to cover every unit, ensuring that all criteria is covered.

- Knowledge evidence can be gathered through the completion of worksheets, assignments, professional discussions, voice recordings and Q&A sessions.
- Skills evidence can be gathered through methods such as photos, videos, diary entries, observations, case studies and witness testimonies.

These are just examples and evidence gathering can be tailored to individual learning styles and needs.

Once there is evidence to cover criteria for all the units, the portfolio of evidence is submitted to an Internal Quality Assessor (IQA) at Haddon Training for checking. Once the IQA is happy the portfolio meets all criteria to the required standard, the learner will then have successfully completed the course and be put forward for certification.

Once the portfolio has been put through for claiming, it usually takes up to six weeks to receive the certificate from the awarding body (City and Guilds).

For more information on any of the above, please contact:

Frankie Roberts – Alternative Provision and EHCP Lead at Haddon Training

Francesca.roberts@haddontraining.co.uk

Or info@keysoetherapycentre.com, 01234 708 400

