

# 1st4sport Level 3 Diploma in the Organisation and Administration of the Horseracing Industry



## Qualification Specification

<b>Qualification Overview:</b>	This qualification develops learners' understanding of the organisation and administration of the horseracing industry. It is for individuals who wish to learn more, either for a job role or for personal interest.						
<b>Qualification Code:</b>	601/4905/X	<b>Level:</b>	3	<b>Age:</b>	16+	<b>Registration Period:</b>	3 years
<b>Guided Learning (GL):</b>	312	<b>Total Qualification Time (TQT):</b>	480	<b>Credit Value:</b>	48	<b>Operational From:</b>	01 November 2014
<b>Progression Opportunities:</b>	Successful learners may be able to secure a job role, or promotion, in an administration role within the horseracing industry.						

<b>Qualification Objective</b>
<b>What does this qualification cover?</b>
This qualification develops learners who have a significant understanding of the racing industry and wish to learn more, either for a job role or for personal interest.
<b>Who is the qualification for?</b>
This qualification is designed for who have a significant understanding of the racing industry and wish to learn more, either for a job role or for personal interest.
<b>Who supports this qualification?</b>
This qualification is supported by the BHA as the trade association and employers for Horseracing in the UK.
<b>Qualification Progression</b>
<b>What future education could this qualification lead to?</b>
Learners could progress onto additional CPD opportunities offered through industry specific organisations.
<b>What future employment could this qualification lead to?</b>
Successful learners may be able to secure a job role, or promotion, in an administration role within the horseracing industry.
<b>Qualification Achievement</b>
<b>Entry Requirements for the Qualification</b>
Prior to registration learners are required to: <ul style="list-style-type: none"> <li>• have been accurately identified</li> <li>• be at least 16 years of age</li> <li>• able to communicate effectively in English (listening, speaking, reading and writing).</li> </ul> <p>There are no additional prerequisites to certification other than the successful completion of the required assessments</p>

<b>How is the Qualification Achieved?</b>
Achievement of this qualification is normally through attendance on a structure programme of learning and assessment.
<b>What will be assessed?</b>
Assessors may use a variety of assessment methods to assess a learner. These may include: <ul style="list-style-type: none"> <li>• observation</li> <li>• project work</li> <li>• assignments</li> <li>• short answer/multiple choice questions</li> <li>• question and answer sessions</li> </ul>
<b>How will it be assessed?</b>
This qualification contains a range of units to be completed by the learner. Each unit is comprised of a number of learning outcomes and identified assessment criteria to be completed.
Learning Outcomes that begin ‘The learner will <b>understand...</b> ’ will be assessed through theory based activities.
Learning Outcomes that begin ‘The learner will <b>be able to...</b> ’ are assessed through practical activities.
For example:

Learning outcomes The learner will:	Assessment criteria The learner can:
1 <b>understand</b> how to ensure participants' safety during sport specific coaching sessions	1.1 describe the health and safety requirements that are relevant to planned sport-specific activities and competition.  1.2 describe how to structure coaching sessions to minimise the risk of injury to participants.
2 <b>be able to</b> prepare resources for the coaching session	2.1 ensure that the identified resources meet the requirements of the activity.
Qualification Delivery	
What workforce is needed to be able to deliver this qualification?	
<p>The recognised centre is required to have a qualified and competent qualification workforce in place which includes as a minimum.</p> <ul style="list-style-type: none"> <li>• a qualification administrator</li> <li>• a qualification coordinator</li> <li>• a BHA-approved assessor</li> <li>• a BHA-approved internal quality assurer (IQA)</li> </ul> <p>Further information on workforce requirements are available from 1st4sport Qualifications on request.</p>	

What facilities are needed to be able to deliver this qualification?
<p>The recognised centre is required to have one or more delivery sites which contain facilities to support the programme of learning and assessment. These must comply with <i>Health and Safety in the Racing and Breeding Industry</i> and have in place appropriate access arrangements. All training and/or assessment sites must include the following facilities:</p> <ul style="list-style-type: none"> <li>• A practical space to be used for learning and assessment activities.</li> <li>• A theory space which may include a classroom. This must contain multimedia facilities such as data projector and laptop, flip chart and pens.</li> </ul>
What equipment is needed to be able to deliver this qualification?
<p>The recognised centre is required to have equipment in place to facilitate the full programme of assessment which must comply with <i>The Health and Safety at Work Act (1974)</i> and other directives.</p> <p>The recognised centre is required to ensure that all learners wear appropriate apparel for the tasks they undertake.</p>
What qualification materials support this qualification?
<p>This qualification is supported by a number of additional documents which must be read by all relevant personnel within recognised centres approved to offer this qualification. These include the <i>1st4sport Level 3 Diploma in the Organisation and Administration of the Horseracing Industry</i>.</p> <ul style="list-style-type: none"> <li>• <i>Qualification Manual</i>, detailing the 1st4sport Qualification Approval Conditions and the Delivery, Assessment and Quality Assurance Approach for this qualification</li> <li>• <i>Unit Specifications</i>, detailing the Learning Outcomes and Assessment criteria for the qualification</li> </ul>
How much does this qualification cost?
<p>Qualification registration and certification fees are available from 1st4sport Qualifications on request. Centres need to factor in facility and workforce costs in order to determine a Qualification Fee for learners.</p>

### How to apply to deliver this qualification

Contact 1st4sport Qualifications, requesting qualification approval for the *1st4sport Level 3 Diploma in the Organisation and Administration of the Horseracing Industry*:

Tel: 0113 290 7610

Email: [enquiries@1st4sportqualifications.com](mailto:enquiries@1st4sportqualifications.com)

Website: [www.1st4sportqualifications.com](http://www.1st4sportqualifications.com)

### Contacts

#### 1st4sport Qualifications

Tel: 0113 290 7610

Email: [enquiries@1st4sportqualifications.com](mailto:enquiries@1st4sportqualifications.com)

Website: [www.1st4sportqualifications.com](http://www.1st4sportqualifications.com)

#### British Horseracing Authority

Website: [britishhorseracing.com](http://britishhorseracing.com)

Enquiries: [info@britishhorseracing.com](mailto:info@britishhorseracing.com)

Telephone: 020 7152 0000

#### LANTRA

Website: [lantra.co.uk](http://lantra.co.uk)

Enquiries e-mail: [standardsandquals@lantra.co.uk](mailto:standardsandquals@lantra.co.uk)

Telephone: 02476 696996

#### Ofqual

Tel: 0300 303 3344

Email: [public.enquiries@ofqual.gov.uk](mailto:public.enquiries@ofqual.gov.uk)

Website: [www.gov.uk/government/organisations/ofqual](http://www.gov.uk/government/organisations/ofqual)

### Qualification Structure (Rule of Combination)

Learners must successfully achieve 48 credits by completing 6 mandatory units.

### Mandatory Unit

Unit Title	Level	Credit	GL	Reference	Assessment Method(s)
Know the history, development and present day role of the Thoroughbred in the racing and breeding industries	3	8	52	A/503/0925	Written Tasks, Observation of Work Activities
Know the role and responsibilities of major organisations within the British horseracing industry	3	8	52	T/503/0924	Written Tasks, Observation of Work Activities
Understand the organisation, governance and regulation of the British horseracing industry	3	8	52	M/503/0923	Written Tasks, Observation of Work Activities
Understand the principles of race planning and their impact on British horseracing	3	8	52	K/503/0922	Written Tasks, Observation of Work Activities
Understand the operation of racecourses in the horseracing industry	3	8	52	H/503/0921	Written Tasks, Observation of Work Activities
Understand the structure of the Betting industry and its relationship with the British horseracing industry	3	8	52	D/503/0920	Written Tasks, Observation of Work Activities

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1st4sport Qualifications  
Coachwise Ltd  
Chelsea Close  
Off Amberley Road  
Armley  
Leeds LS12 4HP

Tel: 0113 290 7610  
Fax: 0113-231 9606

Email: [enquiries@1st4sportqualifications.com](mailto:enquiries@1st4sportqualifications.com)  
Website: [www.1st4sportqualifications.com](http://www.1st4sportqualifications.com)

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