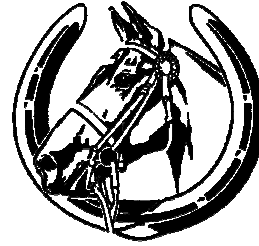


# INTERMEDIATE TEACHING TEST Syllabus



**The British Horse Society**

Registered Charity No. 210504

Stoneleigh Deer Park  
Kenilworth  
Warwickshire  
CV8 2XZ  
Tel: 08701 202244  
Fax: 01926 707800

*Open to members of the BHS who hold the BHS Assistant Instructor's Certificate and have reached the age of 20 years.*

Pre-requisites - BHS Assistant Instructor's Certificate

or Health and Safety First Aid at Work  
Equine Specific First Aid

Candidates may not take this examination at a Centre at which he or she has been training or working in any capacity for any period during the **four weeks** prior to the examination.

**FEE: Apply to the BHS**

*All Intermediate Teaching Applications must be accompanied by a current Health and Safety First Aid at Work or Equine Specific First Aid certificate. Candidates passing the Intermediate Teaching test and the Stage 4 Horse Knowledge, Care and Riding, will automatically be sent the BHS Intermediate Instructor's Certificate.*

## INTERMEDIATE TEACHING TEST - Syllabus

For BHS Assistant Instructors who have had sufficient practical experience to enable them to give safe and competent lessons from beginner to elementary standards, without supervision. The candidate will be able to, show genuine improvement of horse and rider, s/he will demonstrate sound practical Business Knowledge and be conversant with the running and management of a commercial yard.

<b>Unit code number S4ITTE</b>			
<b>Learning Outcomes</b>	<b>Element</b>	<b>Assessment criteria</b>	<b>Influence</b>
<b>The candidate should be able to:</b>		<b>The candidate has achieved this outcome because s/he can:</b>	
<b>Class Lesson on the Flat</b>  Give a class lesson showing their ability to give an interesting and stimulating lesson of 20-25 minutes on the flat	1.1.1	Demonstrate an enthusiastic manner, motivating pupil's desire to learn and improve	Compulsory
	1.1.2	Demonstrate effective communication skills	Compulsory
	1.1.3	Shows an appreciation of the range of learning styles	Supporting
	1.2.1	Assess and evaluate riders' strengths & weaknesses	Compulsory
	1.2.2	Recognise riders' fundamental positional faults and make corrections necessary for their improvement	Compulsory
	1.2.3	Make a critical analysis of the horses' strengths and weaknesses	Supporting
	1.3.1	Outline a lesson structure appropriate for the riders and horses involved	Supporting
	1.3.2	Select work suitable for developing riders position and effect	Compulsory
	1.3.3	Integrate exercises to benefit the horses and riders	Supporting
	1.3.4	Combine work to improve riders' effectiveness with the development of feel and harmony with their horses	Compulsory
	1.3.5	Modify work plans to benefit the whole ride	Compulsory
	1.4.1	Demonstrate an appropriate lesson format	Supporting
	1.4.2	Recognise indications of rider/ horse fatigue and or discomfort	Supporting
	1.4.3	Demonstrate awareness for safety of all throughout	Compulsory
	1.5.1	Summarise and justify the content of the given lesson	Supporting
1.5.2	Give an appropriate plan for future lessons	Supporting	
<b>OR</b>			
<b>Class Lesson Jumping</b>  Give a lesson showing their ability to give an interesting and stimulating class jumping lesson of 20-25 minutes, building up a line of fences	2.1.1	Demonstrate an enthusiastic manner, motivating pupil's desire to learn and improve	Compulsory
	2.1.2	Demonstrate effective communication skills	Compulsory
	2.1.3	Shows an appreciation of the range of learning styles	Supporting
	2.2.1	Assess and Evaluate riders' strengths & weaknesses	Compulsory
	2.2.2	Recognise riders' fundamental positional faults and make corrections necessary for their improvement	Compulsory
	2.2.3	Make a critical analysis of the horses' strengths & weaknesses	Supporting
	2.3.1	Outline a lesson structure appropriate for the riders and horses involved	Supporting
	2.3.2	Select work suitable for developing riders position and effect	Compulsory
	2.3.3	Integrate poles/jumps of appropriate design to benefit horses and riders	Supporting
	2.3.4	Combine work to improve riders' effectiveness with the development of feel and harmony with their horses	Compulsory
	2.3.5	Modify pole/jump distances appropriately	Compulsory
	2.4.1	Demonstrate an appropriate lesson format	Supporting
	2.4.2	Recognise indications of rider/horse fatigue and or discomfort	Supporting
	2.4.3	Demonstrate awareness for safety of all throughout	Compulsory
	2.5.1	Summarise and justify the content of the given lesson	Supporting
2.5.2	Give an appropriate plan for future lessons	Supporting	

Unit code number S4ITTE			
Learning Outcomes	Element	Assessment criteria	Influence
<b>The candidate should be able to:</b>		<b>The candidate has achieved this outcome because s/he can:</b>	
<b>Dressage Lesson</b>  Assess horse and rider with a view to correct paces and way of going, relating the lesson genuinely to the rider and horse provided, improving the combination towards elementary competitions.	3.1.1	Demonstrate effective communication skills with an enthusiastic manner, motivating and assisting pupil's in taking responsibility for their own learning	Compulsory
	3.2.1	Assess the rider's balance and security, their influence and perceived problems	Compulsory
	3.2.2	Make a critical analysis of the horse's responses to the aids	Compulsory
	3.2.3	Evaluate the quality of Rhythm, Suppleness, Contact, Impulsion, and Straightness	Compulsory
	3.3.1	Select work suitable for developing riders position and effect	Supporting
	3.3.2	Relate work to improve the horses Rhythm, Suppleness, Contact, Impulsion, and Straightness	Supporting
	3.3.3	Integrate transitions and lateral work appropriately	Supporting
	3.3.4	Combine work to improve riders' effectiveness and development of feel and harmony with their horse	Compulsory
	3.4.1	Modify the lesson plan as necessary	Supporting
	3.4.2	Demonstrate an appropriate lesson format	Supporting
	3.5.1	Recognise indications of rider/ horse fatigue and or discomfort	Supporting
	3.5.2	Demonstrate awareness for safety throughout	Compulsory
	3.6.1	Summarise and justify the content of the lesson given	Supporting
	3.6.2	Give an appropriate plan for future lessons	Compulsory
<b>Show Jumping and/or Cross Country Jumping Lesson</b>  Develop improvement in a horse's jumping technique and the riders influence - using fences in a constructive manner, showing a sound knowledge of the rules of safety, of fence construction and of related distances and be able to give the pupil practical help towards riding in competition up to Newcomers/Novice Horse Trials.	4.1.1	Demonstrate effective communication skills with an enthusiastic manner, motivating and assisting pupil's in taking responsibility for their own learning	Compulsory
	4.2.1	Assess the rider's balance and security, their influence and perceived problems	Compulsory
	4.2.2	Evaluate the quality of Rhythm, Suppleness, Contact, Impulsion, and Straightness	Supporting
	4.2.3	Make a critical analysis of the horse's strengths & weaknesses when jumping	Compulsory
	4.3.1	Relate work to the problems identified	Compulsory
	4.3.2	Select distances appropriate to the horse and rider	Compulsory
	4.3.3	Integrate work to improve the horse's jump technique appropriately	Supporting
	4.3.4	Combine work to improve riders' effectiveness and development of feel and harmony with their horse	Compulsory
	4.4.1	Modify ground poles, fences and distances as necessary	Compulsory
	4.4.2	Demonstrate an appropriate lesson format	Supporting
	4.5.1	Recognise indications of rider/ horse fatigue and or discomfort	Supporting
	4.5.2	Demonstrate awareness for safety throughout	Compulsory
	4.6.1	Summarise and justify the content of the lesson given	Supporting
	4.6.2	Give an appropriate plan for future lessons	Supporting

Unit code number S4ITTE			
Learning Outcomes	Element	Assessment criteria	Influence
<b>The candidate should be able to:</b>		<b>The candidate has achieved this outcome because s/he can:</b>	
<b>Lunge lesson</b>  Give a Lunge lesson that is working to the improvement of the position, feel and therefore influence to a pupil of Stage 3 standard.	5.1.1	Assess and distinguish the lunge horses qualities	Compulsory
	5.1.2	Demonstrate a safe correct and effective lunge technique	Compulsory
	5.2.1	Show effective communication skills with an enthusiastic, motivating manner	Compulsory
	5.3.1	Critically analyse a pupils strengths and weaknesses	Compulsory
	5.3.2	Negotiate a suitable lesson plan with the pupil	Supporting
	5.4.1	Use exercises relevant to correcting identified fundamental positional faults	Compulsory
	5.4.2	Integrate work to improve the riders feel and effect	Supporting
	5.5.1	Modify the lesson plan as necessary	Supporting
	5.5.2	Demonstrate an appropriate lesson format	Supporting
	5.6.1	Recognise indications of rider/ horse fatigue and or discomfort	Supporting
	5.6.2	Demonstrate awareness for safety throughout	Compulsory
	5.7.1	Summarise and justify the content of the lesson given	Supporting
	5.7.2	Give an appropriate plan for future lessons	Compulsory
<b>Lecture</b>  Give a 5-minute training lecture to BHS Stage III and PTT pupils showing an ability to teach/ train.	6.1.1	Produce a logically planned lecture setting a clear framework and objectives related to the subject brief	Compulsory
	6.2.1	Deliver the lecture in a manner appropriate to motivating pupils desire for learning	Supporting
	6.2.2	Give clear instructions and explanations	Supporting
	6.3.1	Use a variety of teaching methods/resources	Compulsory
	6.3.2	Assess pupils' knowledge and understanding	Supporting
	6.4.1	Involve all pupils in the lecture	Supporting
	6.4.2	Allow for the differing learning needs of pupils	Compulsory
	6.5.1	Structure the lesson to use the time available well	Compulsory
	6.5.2	Review lesson objectives and learning outcomes	Supporting
<b>Equitation Theory</b>  Discuss and answer questions concerning training techniques and lesson content - lungeing on the flat and over fences and on preparing horse and rider for competitions up to and including Elementary Dressage, Newcomers Show Jumping and BHS Novice Horse Trials.  <i>continued on page 4</i>	7.1.1	Explain the meaning of specific terms of reference such as:- above the bit; hollow; going too deep; behind the bit; on the forehand; working long and low; engagement	Compulsory
	7.1.2	Explain the meaning of specific terms of reference such as:- rhythm; tempo; suppleness; contact; impulsion; straightness; collection; and balance	Compulsory
	7.2.1	Describe the qualities sought in Working and Medium paces and the Free Rein Walk	Supporting
	7.3.1	Explain how to introduce specific lateral work, counter canter, simple change, and rein-back to horse and/or rider	Supporting
	7.3.2	Identify common problems and/or their resolution when introducing specific lateral work, counter canter, simple change, and rein-back to horse and/ or rider	Compulsory
	7.4.1	Summarise the relevant rules with regard to Dress/Tack and eligibility to compete in competitive Horse Trials, to Novice level and Dressage, to Elementary level	Supporting
	7.5.1	Summarise the BHS Stage Three Riding criteria	Supporting
	7.6.1	Discuss development of a jumping rider's seat and balance	Compulsory
	7.6.2	Discuss development of a jumping horse's balance	Supporting
	7.6.3	Appraise the use of trotting poles	Supporting

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Learning Outcomes	Element	Assessment criteria	Influence
<b>The candidate should be able to:</b>		<b>The candidate has achieved this outcome because s/he can:</b>	
<i>continued from page 3</i>	7.7.1	Give a Critical analysis of the uses of a grid and the principles involved	Compulsory
	7.7.2	Justify use of a variety of fences to be used in a grid	Supporting
	7.7.3	Modify distances used in a grid	Supporting
	7.8.1	Explain how to introduce riders and/ or horses to riding courses	Supporting
	7.8.2	Propose suitable 'related distances' used when training horse/ rider and justify their use	Compulsory
	7.8.3	Discuss advise given to pupils concerning 'related distances' found in competitions	Supporting
	7.9.1	Evaluate the use of trot and/ or canter approaches to fences	Compulsory
	7.10.1	Categorise the factors involved when risk assessing a Cross Country lesson	Compulsory
	7.11.1	Evaluate a variety of Cross Country fences highlighting specific demands of technique for each	Supporting
	7.11.2	Give a plan appropriate to resolving problems posed by Cross Country fences with a technical element	Compulsory
	7.12.1	Give a plan appropriate to developing an understanding of speed and rhythm to your riders when Show Jumping and/ or Cross Country	Supporting
	7.13.1	Discuss working horses on the flat and over fences from the ground	Compulsory
	7.14.1	Appraise the benefits of lunging a rider	Compulsory
	<b>Business and Yard Management</b>  Discuss and answer questions on yard organisation, stable work, training for Riding & Road Safety Test, Office Management and organisation of rides.	8.1.1	Outline procedures for booking rides, and/ or allocating horses
8.1.2		Explain methods assessing riders as to which class or group they should join	Compulsory
8.2.1		Identify a variety of payment schemes for clients.	Supporting
8.2.2		Discuss the appropriate pricing of lessons, rides,	Supporting
8.2.3		Discuss the appropriate pricing of a variety of livery schemes and the practicalities of each system	Compulsory
8.3.1		Categorise information you maintain regarding horses and/or clients	Compulsory
8.3.2		Discuss recording of accidents/ incidents and RIDDOR	Compulsory
8.4.1		Compare the merits of electronic and manual filing systems	Supporting
8.4.2		Compile a list of information and records required for the compilation of 'year-end' accounts	Supporting
8.5.1		Appraise equine business related Insurance	Compulsory
8.6.1		Review BHS Approval of Riding Schools/Livery Yards and/or membership of the BHS Register of Instructors	Supporting
8.6.2		Analyse membership of the BHS for horse owners	Supporting
8.7.1		Critically analyse methods of security, and tracing, of horses and equipment	Compulsory
8.8.1		Discuss appropriate work demands for staff from a variety of employment/training schemes	Compulsory
8.8.2		Outline Equine Apprenticeship schemes	Supporting
8.8.3	Summarise a Riding and Road Safety training format	Compulsory	

## IMPORTANT NOTES

1. **DRESS:** A properly well-fitted hat to current BSI or Euro standard must be worn. It is **strongly recommended** that hats should have shock absorbing material down to the lower rim. Body Protectors are mandatory in some examinations. **Candidates are strongly advised to read the 'Guidelines on Dress for BHS Examinations' (available from the Examinations Office)**
2. **BOOKING CONFIRMATION:** Candidates will receive written notification of an examination date/venue. Candidates who do not receive written confirmation within 10 working days are asked to contact the Examinations Office as failure to arrive at an examination may result in loss of exam fee.
3. **RETIRING FROM EXAMINATIONS:** Candidates who are well below standard may be asked to retire from the examination by the Chief Examiner, to avoid risk of an accident to candidates and / or to school horses (applicable for all examinations).
4. **BAD WEATHER CONDITIONS:** Candidates are advised that in the event of ice and snow examinations may be cancelled or postponed. Whilst the Examinations Office will then try to notify all candidates, candidates are advised to telephone the centre the day before if there is doubt in view of the weather. If the examination does take place, candidates who fail to arrive for any reason (and this includes the weather conditions), are liable to forfeit their fee. Candidates are, therefore, advised to bear this point in mind when choosing to book their examination during the winter months.
5. **EXAMINATION CANCELLATIONS:** All examinations are subject to cancellation / alteration / postponement should circumstances make it necessary. The BHS is unable to reimburse costs for travel (flight/rail tickets, etc) or accommodation and candidates may wish to arrange independent insurance to cover their costs in the event that an exam is cancelled or postponed.
6. **CONDITIONS FOR CANCELLING OR TRANSFERRING EXAMINATION BOOKINGS:** The following notification in respect of cancelling or transferring exam bookings is applicable to all examination applications. In all cases, written notification must be made to the Examinations Office and should be accompanied by the appropriate fee and medical certificate where applicable.

**Stage 1, Stage 2, Stage 3, PTT** = Candidates are required to give a minimum of 4 weeks written notice before the exam date if they wish to transfer their examination or obtain a part refund. Candidates wishing to cancel/transfer within 4 weeks of the exam date will forfeit their examination fee unless on medical grounds – see Medical Refunds.

**Stage 4, Int. Teach, BHS SM and E & T** = Candidates are required to give a minimum of 8 weeks written notice before the exam date if they wish to transfer their examination or obtain a part refund. Candidates wishing to cancel/transfer within 8 weeks of the exam date will forfeit their examination fee. **Candidates wishing to cancel on medical grounds within 4 weeks of their examination date will forfeit their fee.**

**Refunds:** All refunds are subject to an administration charge of 50% of the original exam fee. (Subject to the above conditions).

**Transfers:** Candidates wishing to transfer to another examination will be charged a transfer fee of 25% of their original fee. (Subject to the above conditions).

**Medical Refunds:** Candidates who are unable to attend their examination due to medical reasons are required to forward evidence of this (i.e. doctor's note/medical certificate) no later than 14 days after the intended examination date, along with a fee of 25% of their original exam fee in order to obtain another exam booking. Alternatively, a refund (less 25% admin charge) may be obtained.

7. All Exam results and certificates will be sent by post from the Examinations Office. Results for all exams will not be issued on the day. The Examinations Office regrets it is unable to give out results over the telephone or by e-mail, therefore please allow **10 working days** for delivery before contacting the office.
8. Non-English speaking candidates may request an interpreter. The Exams Office requires a minimum of three months written notice and will be responsible for arranging the interpreter. The candidate should then liaise with the interpreter with regards to date, venue and costs. Assessment will be provided through the medium of Welsh/Irish upon request.
9. **CANDIDATES MAY NOT TAKE ANY EXAMINATION IF THEY ARE PREGNANT.**
10. **MEDICAL CERTIFICATES:** Examiners are unable to accept any medical certificates produced by candidates on the day. If a candidate wishes an injury or disability to be taken into account by the examiners, they should complete the medical questionnaire, which is sent out with all confirmation letters, and return along with a medical certificate or official report confirming their injury or disability. The Examinations Office must receive these documents at least three weeks before the intended examination date. If a candidate is unable to submit a Medical Certificate in time, they should contact the Examinations Office immediately.
11. In the case of a riding examination, candidates must provide their accurate **height and weight**. Candidates who are found to considerably exceed their stated weight may be asked to withdraw from the exam to ensure that neither they or the exam centre's horses are put at risk.
12. **APPEALS PROCEDURE:** If you consider your examination was not conducted in line with the syllabi requirements, you may wish to appeal against this. To do so please obtain an Appeals Form from the BHS Examinations Office. This must be completed and submitted, along with the relevant fee to the BHS Examinations Office within four weeks of the date of your examination.