

British  
Dressage



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structures



**British Dressage  
Apprenticeship  
Programme**

# The British Dressage Apprenticeship Programme

**Supporting your personal development with our training provider for England, Sport Structures.**

British Dressage is partnered with Sport Structures to provide apprenticeship qualifications to individuals working and residing in England. An apprenticeship is a hands on way to gain a nationally recognised qualification, combining expert-led training with real-world industry experience.

Your core learning is delivered by Sport Structures, supported by specialist British Dressage tutors where appropriate. You'll gain hands-on experience working within the equine industry – whether in a business, equestrian yard, or professional facility – building the skills and confidence needed for a successful career. To join the British Dressage Apprenticeship Programme, your employer must meet our eligibility criteria (see page 3 for details).

As part of your journey, you'll benefit from fully funded Added Value Activities delivered by British Dressage. These include:

- Enhanced learning experiences linked to your apprenticeship
- Valuable networking opportunities within the industry
- Access to the British Dressage Learning Hub
- Opportunities to complete BD Horse Care Tiers qualifications
- The chance to achieve the BD Employability Certificate

**Start your career in the equine industry with the support, qualifications, and connections to succeed.**

## Training & Education Coordinator

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## Sport Structures; Apprenticeship Programme Manager

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# Introduction

British Dressage is the National Governing Body for the Olympic and Paralympic sport of dressage in the UK. If you're passionate about dressage, whatever the level, British Dressage is here to help and support the equestrian workforce and ensure the sport continues to grow from strength to strength with horse welfare and training shaping it's direction.

To be considered for an apprenticeship you can be:

- Seeking employment; you can register your interest through our website or view any vacancies listed on our Jobs Board
- Employed in an eligible place of work; you can sign up to an apprenticeship at any point, you do not need to be a new employee, you should check our employer eligibility criteria to see if you are able to enroll in your current place of work

## Basic Employer Eligibility Requirements

### Employer Requirements

- BD Member

Must be able to demonstrate the necessary technical knowledge to support an apprentice in one of the following ways:

- BD Judge List 3 and above
- BDCC L3 Coach and above
- Competition criteria – features on the technical trainers, meeting the advanced medium, Prix St George and/or Grand Prix criteria

Those holding qualifications issued by another member body but not meeting the technical criteria above, should contact [sian.bryant@britishdressage.co.uk](mailto:sian.bryant@britishdressage.co.uk)

### Employer Requirements – Industry/Business

An equine business but may relate to clothing, nutrition, tack and equipment or saddlery etc.



# The Apprenticeship Journey

Your apprenticeship journey will start with securing a position and registering your interest to enroll onto the programme. As the training provider, Sport Structures are responsible for issuing the enrolment paperwork for both you and your potential employer. These initial documents include funding paperwork, safeguarding and health and safety requirements.

You are required to complete the application with your name and address including the position you have applied for. If your application meets the basic selection and eligibility criteria outlined, you will automatically be asked to complete online assessments in Maths and English (with Sport Structures). You will be required to complete a Skills Scan and may be asked questions about this. The Skills Scan is to ensure that you are placed on an apprenticeship level relevant for you and your future development.

Once enrolled and on course in your place of work, you will have monthly sessions with your tutor both online and in person, as well as ongoing training and support from your employer. Whilst on programme, progress will be monitored and assessed in the following ways:

- Knowledge test assessments
- Oral assessments
- Presentations
- Workplace observations
- Practical tasks
- Knowledge and understanding tasks

Following the completion of your training, you will reach what is called the End Point Assessment or EPA. This is the final assessment, you will be graded either as a fail, pass or a distinction.



<b>Initial assessment</b>	Complete onboarding and Skills Scan
<b>Begin Apprenticeship</b>	Learning and development, English and Maths, on the job training, off the job training.
<b>Gateway Achieved</b>	Gateway takes place before an EPA can start. The employer and training provider will review their apprentice's knowledge, skills, and behaviours to see if they have met the minimum requirements of the apprenticeship set out in the apprenticeship standard and are ready to take the assessment.
<b>EPA Completed</b>	Apprentice showcase, knowledge test, practical observation, and professional discussion.
<b>Apprentice Awarded</b>	Qualification Awarded

## Finding Your Level

### Intermediate

- Level 2
- 12 - 18 months
- Equivalent to 5 GCSE's (grades 4-9)

### Advanced

- Level 3
- 18- 48 months
- Two A levels

### Higher & Degree

- Levels 4, 5, 6 and 7
- 24 months
- Equivalent to foundation and degree level

### Level 2

- You must be over the age of 16
- Have proof of UK residency
- Not be in full time education

### Level 4

- Completed a Level 3 apprenticeship

**OR**

- Level 3 NVQ/SVQ qualification

**OR**

- BTEC National qualification

**OR**

- Two passes at A level

### Level 3

- Have at least three or more GCSE's (grades 4-9)

**OR**

- Completed a Level 2 apprenticeship

**OR**

Have relevant experience and references

### Level 5

- Have a minimum of a Level 3 qualification such as a Level 3 (advanced) apprenticeship, A levels, BTEC or NVQ

**OR**

- If you have considerable and demonstrateable experience in the area you wish to study

# Apprenticeship Courses

## Level 2 Equine Groom

General horse care and management with ride or non-ride pathways

### Duration: 13 months

A suitable route for those wishing to develop and learn new skills. As an equine groom you will be committed to the safety and welfare of the horses under your supervision, providing essential day-to-day care, including feeding, grooming, cleaning equipment, handling, preparing for exercise and carrying out routine yard duties.

You will work under supervision, individually or as part of a team. This is an ideal route for someone with limited equine experience.



## Level 3 Senior Equine Groom

Advanced horse management and knowledge with ride or non-ride pathways

### Duration: 15 months

As a Senior Equine Groom you will have equine knowledge and industry experience, during this apprenticeship you will develop your existing skills and deepen your knowledge. You will lead by example and be capable of looking after small or medium sized equine yards and supervise a team.

You develop your theoretical knowledge and practical skills in aspects of horse care, grooming and welfare as well as work continuously in a manner that promotes safety for both staff and equines.

Depending on the pathway route, you may focus on customer care and business management or develop your riding using the scales of training as the basis of a good foundation.



## Level 3 Business Administrator

Business administration, communications & IT

### Duration: 13-15 months

This is a highly transferable apprenticeship that covers the key competencies required to successfully support an organisations administrative duties. This apprenticeship builds a solid foundation for future employment in many sectors, aiding training in planning, organisation, communication and leads towards further roles such as project manager.



## Level 3 Multi-Channel Marketer

Social media, marketing digital technology for business

### Duration: 16 months

This apprenticeship gives individuals the skills required to support and deliver customer-focused marketing activities that drive demand for products or services. Combining content creation, social media, campaign management and market research, learners develop practical experience across digital and traditional marketing channels, while building knowledge in analytics, marketing strategy and customer engagement.



## Level 4 Associate Project Manager

Managing project work and teams for businesses and other organisations

### Duration: 18 months

This apprenticeship course will help those in small, medium or large organisations develop skills in successful delivery of projects ensuring the scope is achieved as planned. You will be responsible for identifying, defining and delivering some or all aspects of a project life cycle. You would work on your own and in various team settings.

# Why Choose BD and Sport Structures?

Choosing to start your apprenticeship with British Dressage ensures that you will receive ongoing support and expert training, both at work and from your tutor. We ensure that your employer must meet a certain standard and have the technical knowledge and experience, as well as good employment practices and standards. On top of this, British Dressage grants you access to our BD Learning Hub where you have complimentary access to the BD Horse Care Tiers and provides fully funded Additional Activities throughout your apprenticeship course. With all these extras you have the opportunity to earn additional qualifications, and a chance to earn the [BD Employability Certificate](#).

## Added Value Activities

During the programme, there will be a range of extra activities, trips and experience days to choose from. These will all be supported by a course tutor and key members of BD personnel to provide unique opportunities and training to grow your knowledge and experience.

These may include, online seminars relevant to your chosen course, invitations to BD events such as The Principles of Dressage and BD Presents. Invitations to High Profile Shows and National Competitions where sessions with BD Judges or Coaches may be organised, plus many more activities designed to boost learning and provide networking opportunities.



## BD Employability Certificate

Alongside completion of your apprenticeship qualification is the chance to earn a BD Employability Certificate. This is formal recognition by British Dressage of your engagement and commitment to your apprenticeship qualification. Your engagement can be seen in the form of attending Added Value Activities, using resources available such as the Learning Hub and completion of the BD Horse Care Tiers or engaging in other BD activity.

### Learning Hub

As part of your apprenticeship package, you will have a Learning Hub account created for you, and this will grant you access to 20+ courses all created and designed by experts in the field. The Learning Hub can be used as part of your off-the-job training, build your portfolio, show evidence of additional learning and knowledge through completion of courses and gaining course certificates.

This one easy to use platform includes our 5 Horse Care Tiers, from Introductory to Advanced, and topics from Customer Care, Equine Health, Preparing for Competition, Welfare and Safeguarding Reporting and many more.



### BD Horse Care

Included as part of your apprenticeship enrollment with BD, is complimentary access to the BD Horse Care Programme. This is a combination of online and practical learning modules spanning across five tiers in total, starting at the Introductory Horse Care Certificate and progressing to the Advanced Horse Care Certificate.

We will knowledge match relevant tiers to your apprenticeship level, meaning you can earn additional certified achievements during your apprenticeship. You can also work through the courses at your own pace and this will help you build your knowledge and portfolio for either Level 2 or Level 3 Equine Groom courses.

### British Grooms Association and the Equestrian Employers Association

British Dressage are proud to support the work of British Grooms Association and the Equestrian Employers Association. To find out more about these organisations view their websites or click on the link below to watch this short video:

**[British Grooms Association - Your career working with horses](https://www.britishgrooms.org.uk)**  
**[britishgrooms.org.uk](https://www.equestrianemployers.org.uk)**  
**[equestrianemployers.org.uk](https://www.equestrianemployers.org.uk)**

# Next Steps

- 1 Register your interest with British Dressage through the BD website or via email
- 2 Discuss your options and the apprenticeship course you are interested in
- 3 Your contact at BD will introduce you to the training provider
- 4 Begin the onboarding process; digital information packs and tasks
- 5 Complete the self-assessment Skills Scan
- 6 Organise your onboarding meetings with BD and training representatives
- 7 Introduction to your course tutor and course expectations
- 8 Your apprenticeship is ready to begin



# Frequently Asked Questions

## **Do I need to be a BD Member?**

No, apprentices do not need to be a member of BD.

## **What if I am already employed?**

The programme is open to both new and current employees. Providing your employer meets our eligibility criteria you can apply to enroll onto a relevant apprenticeship course.

## **What are the costs associated?**

The majority of an apprenticeship course is funded by the government, sometimes up to 100%.

The employer may need to pay a small contribution to the course fee. As an apprentice you will receive a working wage alongside your training, and your Added Value Activities are fully funded. Only travel costs will need to be covered.

## **How do I know if I'm eligible to apply?**

All applicants must be over the age of 16, have proof of UK residency and not be in full time education.



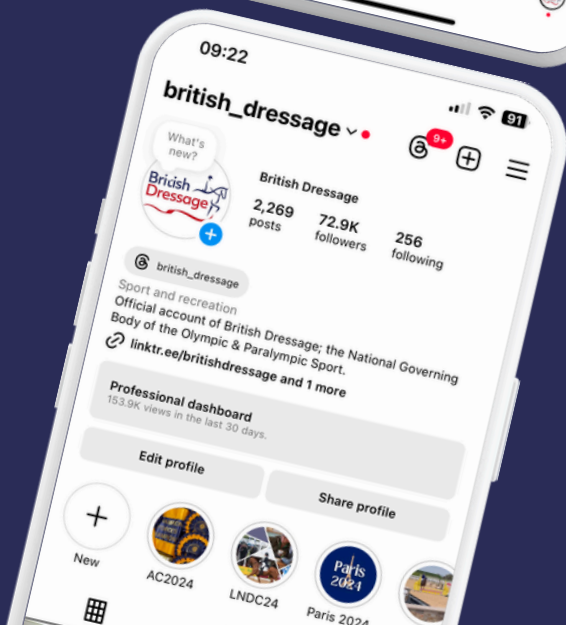
# Start Your Journey

Contact British Dressage or Sport Structures to find out more about the BD Apprenticeship programme and how you can achieve qualifications with us.

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Scan to visit BD Apprenticeships online and take the next step, find us on social media too!



[britishdressage.co.uk](http://britishdressage.co.uk)