

## Assessment Criteria for Coach Certificate

ALL essentials   must be met to be at the required level. At least three desirable   must be met to be at the required level

Skill	Action Required	At level required	Proficient
<b>Pre Session Checks</b>			
Check passport	Not all modules completed and up to date Inadequate plan shown	All required modules/certificates present	All required and further modules / certificates present
Suitable and sound plan for a progressive session	Inadequate session plan Inadequate goals or unsuitable for riders	A plan that is realistic and appropriate to individual needs – has included rider/representative in goal setting Coach has own personal goals and is able to identify and discuss own strengths and development areas	Detailed structured plan with short and long terms goals planned for both riders and coach Comprehensive adaptations planned to individual needs Encourages goals that are clear, measurable, challenging but achievable
Risk Assessment	Inadequate group risk assessment Unaware of potential hazards and insufficient action taken to mitigate them Inadequate emergency procedure in place Inadequate visual check made prior to session	Written group risk assessment produced Visual checks carried out and understood before the session started Emergency procedures in place and explained Correct number of volunteers in place	Highly aware of potential hazards and actions taken to overcome them Regular visual checks made and appropriate actions taken to ensure safety of horse, riders and volunteers
Welcome and Briefing for Volunteers	Inadequate welcome or lacking structure and sincerity Inadequate sharing of goals for riders and or volunteers Questions not welcomed and /or Inadequate check for understanding	riders and volunteers welcomed Individual goals for the session explained to the riders and volunteers Questions invited and checked understanding	Confident welcome to riders and volunteers Goals shared in a way that was appropriate to the capability and motivation of each rider and volunteer Open questioning that required more than a yes/no answer, so level of understanding was known
Selection of equines and tack	No or inadequate checks made to equines Tack unsafe, incorrectly fitted or unsuitable for rider/equine Equines not suitable matched to rider and no knowledge of the RDA Group weight chart	Condition of equines checked to be suitable Tack safe and fitted correctly; use of special equipment where needed Suitably matched equines to riders including use of the RDA Group weight chart	Comprehensive and knowledgeable equine check Attention to detail; excellent selection and fitting of tack Attention to detail when matching equines and riders Clear understanding of the RDA group weight chart and regularly updated
<b>Mounting and Dismounting</b>			
Ensure safe and effective mounting and dismounting	Mounting team inadequately briefed Equines incorrectly positioned at mounting/dismounting Inadequate supervision of the environment of all areas during mounting and dismounting Incorrect method mounting or dismounting	Mounting team briefed Equines in correct position and led correctly during mounting and dismounting Supervision of the environment of all areas during mounting and dismounting. Appropriate method of mounting and dismounting of riders	Well trained and briefed mounting team Attention to detail regarding correct positions at mounting/dismounting Highly conscious of all areas during mounting/dismounting and action taken when required Careful and innovative choice of mounting/dismounting
<b>Knowledge &amp; Rapport with Riders and Volunteers</b>			
Preparation & Communication	Unprepared for rider's arrival, inadequate communication with volunteers prior to beginning of session	Ready when riders arrive confident, communicator through body language	Well prepared and waiting for riders, Different methods of communications, flexible, understanding of disability

Medical Conditions	Inadequate knowledge of riders medical conditions and any contradictions for riding	Application form /rider record seen and understood Know where to go for advice and help Know contraindications and precautions.	Able to relate to medical conditions to rider achievement and equines way of going. Recognise the need for any special tack and identifies the most suitable
Volunteer involvement and progression	Doesn't encourage volunteers to work with riders; lack of team work inadequate information shared	Good rapport with volunteers Actively observing and involving volunteers and seeking feedback	Volunteers interact with riders and coaches Volunteers have an ongoing development programme in place
<b>Coaching Skills</b>			
Learner-centred coaching skills	Environment was not beneficial to learning and meeting therapeutic or technical goals Little knowledge of equipment and exercises that can be used Demonstrations were not provided, unclear, inaccurate and/ or inappropriate to the rider Unaware of impact on riders reaction and unable to handle a difficult situation effectively	Creates safe, positive, clear environment Knowledge of equipment and exercises appropriate to progress rider Uses clear demonstrations and appropriate questions to check understanding and assist progression Empathises with riders reactions and is able to handle difficult situations effectively	Highly skilled at creating a positive environment Uses a variety of equipment and exercises to meet the therapeutic and technical goals of each individual rider Adapts demonstrations to suit each individual and uses a variety of questions to check understanding Quickly able to diffuse a difficult situation
Listens and uses questions to engage and help riders to develop	Not yet able to use a range of questioning methods to encourage thinking Little feedback given to riders	Open questions to establish what riders take from the session Provide positively framed feedback to each rider based on observations	A range of well-structured questioning methods used to engage riders and volunteers and encourage thinking detailed feedback given with technical expertise to improve the rider
Encourage and reward positive behaviour	Focus is on the negative behaviour rather than reinforcing positive behaviour Tends not to listen; does not respond to inputs	Reinforce positive behaviour Treats helpers, riders and equines with respect	Skilfully rewards positive behaviours and ignores negative behaviour where possible. Respectful to riders, helpers, parents, coaches and equines
<b>Technical Instruction</b>			
Position & Posture	Inadequate improvements made to riding position	Observations made and simple and clear solutions given to improve riding position within rider's ability. Uses transitions, exercises and games to improve posture and riding skills	Thorough understanding of rider and equine biomechanics to how it affects balance and core conditioning Demonstrates understanding of how physical & mental conditions affect posture. Innovative use of movements, exercises & games to improve posture, advance riding skills, challenge balance & develop self-correction
Aids	Incorrect or inadequate knowledge of basic aids used to communicate with the horse	Demonstrates an understanding of aids and techniques to achieve the rider goal; provides technically correct instructions	Technically very knowledgeable. Skilled at developing the communication between horse and rider and planning progression to optimise rider performance
Equine Interaction	Unsure as how to improve horses way of going	Shows understanding of equine movement and ability	Shows skilful insight into how to improve horse and way of going
<b>Summarising Progress and Achievement</b>			
Feedback	Inadequate questions asked to encourage riders to feedback Fails to summarise or tell riders what they have learnt in the session Resistant to feedback	Asks riders what they have learnt; summarises progress and achievement with each rider Ask riders what they enjoyed about the session the most and the least Coach welcomes and accepts feedback	Asks a variety of questions that help riders to identify their own progress and achievement to include what they enjoyed most and least about the session Asks riders and volunteers for feedback and acts upon it
CPD	Has not taken part in training	Takes part in training	Actively participants in training and development