



K Proficiency Certificate Assessment Sheet

The C Certificate is a pre-requisite before commencing the K Certificate.

The K Certificate is an alternative to the C* Certificate.

Candidates should also keep a journal of their progress in an appropriate format, which will be included in assessment.

RIDER		DATE OF BIRTH	
CLUB/CENTRE		VENUE	
EXAMINER		DATE	

OVERALL RESULT		
	COMPETENT (Y/N)	COMMENT
<i>RIDER'S TOOL KIT</i>		
<i>ON THE GROUND</i>		
<i>UNDER SADDLE</i>		
<i>GOING TO EVENTS</i>		
<i>LUNGEING</i>		
<i>HORSE MANAGEMENT</i>		
<i>ALTERNATIVE DISCIPLINE</i>		
<i>COMMUNITY SERVICE <u>OR</u> NEW SKILL COMPONENT</i>		
<i>JOURNAL</i>		
<i>WRITTEN ASSESSMENT</i>	/ 130	Completed online or hard copy; must score 75%, ie. 97/130
<i>RESULT OVERALL</i>		



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PRESENTATION		
	(YES/NO)	COMMENT
Rider in formal Pony Club or Centre uniform, including discipline-appropriate uniform for all practical tests		
Horse groomed, hooves showing regular care and attention		
Gear clean and correctly fitted		
Punctuality, courtesy, overall impression		

RIDER'S TOOL KIT		
REQUIREMENTS (per page 14 of Syllabus)	(YES/NO)	COMMENT
Rider can discuss the 10 principles of training designed to protect the horse's welfare, based on how a horse's memory and intelligence operate		
Briefly explain the evolution and changing role of horses within human society		
Discuss the horse's memory, ability to form habits and intelligence		
Have a very thorough understanding of pressure-release and reward training		
Explain conditioned reinforcers and their use		
Understand punishment and habituation		
Explain overshadowing		
Show a developing understanding of the shaping process		
OVERALL IMPRESSION		

ON THE GROUND (GROUND WORK to be completed in a bridle for K level)		
REQUIREMENTS (per page 14 of Syllabus)	(YES/NO)	COMMENT
Understand the importance of clear, obedient responses on the ground		
Demonstrate an understanding of the shaping process throughout ground work		
Discuss the process of training a horse to step backward from voice cue		

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Know the difference between steps and strides		
Demonstrate a developing ability to move the horse's hindquarters		
Demonstrate park and head down		
Complete the K ground work dressage test with accuracy and control (p.36 of manual)		
OVERALL IMPRESSION		

UNDER SADDLE (RIDDEN COMPONENT)		
REQUIREMENTS (per page 14-15 of Syllabus)	(YES/NO)	COMMENT
Discuss how a metronome can be used in horse training		
Demonstrate stop, slow and step back from light aids		
Understand the biomechanics of turn		
Ride a turn on the forehand		
Ride with reins in one hand at walk, trot and canter		
Ride without stirrups at walk, trot and canter		
Demonstrate correct position		
Be fluent with diagonal changes and be developing a feel for the correct diagonal		
Be proficient in cantering – able to achieve correct leads most of the time and correct them when they are incorrect		
Know the footfalls of all gaits		
Ride at 220, 350, 400 and 450 metres per minute with a degree of accuracy		
Discuss warming up and cooling down		
Discuss how to manage the horse when they first start going to events and competitions and have a clear understanding of safe practices in this situation		
Discuss the etiquette for the warm up arena		
OVERALL IMPRESSION		

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LUNGEING (per page 15 of the Syllabus)		
Discuss the reasons for lungeing		
Discuss correct and safe attire and tack for lungeing		
Demonstrate correct, safe lungeing practices		
OVERALL IMPRESSION		

HORSE MANAGEMENT		
REQUIREMENTS (per page 15-16 of Syllabus)	(YES/NO)	COMMENT
Discuss the Five Freedoms		
Demonstrate how to neatly plait a mane and tail		
Discuss trimming and clipping styles. Understand the reasons for not trimming horse feathers and vibrissae (whiskers)		
Discuss correct hoof management practices (shoeing, trimming etc.)		
Know the farrier's tools (rasp, knife, cutters, hammer, buffer and pincers).		
Discuss the requirements for safe transportation of horses		
Know the paddock checklist		
Know the daily checklist for the paddocked horse		
Understand the care requirements for both a paddocked and stabled horse		
Discuss stable bedding types		
Discuss feeding guidelines		
Discuss different types of hay and basic feeds appropriate to the local area		
Discuss letting the horse down for a spell		
Discuss the process of getting a horse fit after a spell		
Know when to call the vet		
Know how to take the following observations for the vet: heart rate, respiration rate, temperature, manure		
Know the signs of a healthy horse		
Describe a well-stocked first aid kit and the use of each item of contents		

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Bandage a minor leg wound		
Be able to detect lameness		
Discuss the identification and treatment of common ailments including laminitis, colds, greasy heel and seedy toe		
Discuss parasite control appropriate to the local area		
Discuss vaccinations for tetanus and strangles, plus other vaccinations needed for the local area		
Discuss dental care		
Be able to tell a horse's age by looking at the teeth		
Demonstrate an understanding of correctly fitted tack including martingales		
Understand the different types of bits		
Discuss how to fit leg protection to the horse		
Explain how to maintain rugs and grooming equipment		
OVERALL IMPRESSION (Candidate's safety, knowledge and proficiency)		

ASSESSMENT DETAILS	
EXAMINER (PRINT NAME)	
EXAMINER (SIGNATURE)	

NEXT:

- This sheet is to be handed in to the Club Secretary and will be given to the candidate in due course.
- The results are to be filled in on the separate Assessment Report and emailed to your state and Pony Club Australia via info@ponyclubaustralia.com.au (Put 'Certificate Assessments' in the Subject)
- Pony Club Australia certificates are available in packs of five from the [MyPonyClub](#) member store