



VOLUNTEER TRAINING - GROOMING

There are many areas where it will be impossible to achieve an “Above standard” mark; since the correct method will be the *only* safe method accepted. To achieve an “Above standard” mark will require that a candidate demonstrates the “At standard” requirement PLUS any additions mentioned in the “Above standard” column.

In some areas, this rubric refers to the “correct” methods of performing a task. Please refer to the following publications for acceptable “correct” methods: CanTRA Instructor Manual; CTRAI Home Study: Manual of Horsemanship – British Horse Society and Pony Club: Stable Management in Canada.

Topic	Evidence	Above required standards (3)	At required standards (2)	Below required standards (1)
Grooming	Taking horse out of stall	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Correct method of approach (how & to which part of horse). <input type="checkbox"/> Correct method of turning horse. <input type="checkbox"/> Quiet, effective, timely, especially if horse has rear end facing door. 	<ul style="list-style-type: none"> <input type="checkbox"/> Approaching via blind spots. <input type="checkbox"/> Leading from wrong side. <input type="checkbox"/> Loud, brash approach. <input type="checkbox"/> Startling horse.
	Use of halter & lead shank	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Correct placement of halter on horse. <input type="checkbox"/> Correct method of holding lead shank. <input type="checkbox"/> Minimal interference with horses “space” but still effective. 	<ul style="list-style-type: none"> <input type="checkbox"/> Halter on too loose, too tight, or incorrectly placed. <input type="checkbox"/> Awkward or too time consuming a method used. <input type="checkbox"/> Lead shank held at clip. <input type="checkbox"/> Leadline wrapped around hands.
	Use of cross ties	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Correct attachment to halter 	<ul style="list-style-type: none"> <input type="checkbox"/> Incorrect attachment to halter.
	Moving around horse while grooming	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Correct method of moving around horse while on cross ties, using voice, touch and slow, deliberate movements. <input type="checkbox"/> Horse shows no signs of discomfort. 	<ul style="list-style-type: none"> <input type="checkbox"/> Ducking under horse’s neck. <input type="checkbox"/> Moving around rear end at maximum reach of horse’s hind feet. <input type="checkbox"/> Leaving horse unattended on cross ties.
	Keeping work area tidy	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> All brushes/tools kept close by, but away from the horses reach & in a position where the volunteer will not step on them. <input type="checkbox"/> Swept up. 	<ul style="list-style-type: none"> <input type="checkbox"/> Tools not clean. <input type="checkbox"/> Tools not put away after use. <input type="checkbox"/> Not swept up.
	Ability to tie quick release knot	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Use of a knot that comes undone when loose end is pulled. 	<ul style="list-style-type: none"> <input type="checkbox"/> Not familiar with quick release knot.
	Demonstrate/explain proper use of basic grooming equipment	<input type="checkbox"/> N/A	<ul style="list-style-type: none"> <input type="checkbox"/> Correct area of application & technique for use of curry comb, dandy brush, body brush, hoof pick. 	<ul style="list-style-type: none"> <input type="checkbox"/> Use of brushes on wrong part of horse. <input type="checkbox"/> Incorrect technique.

	Picking out horses hooves	<input type="checkbox"/> N/A	<input type="checkbox"/> Demonstration of safe method of picking up horses hooves. <input type="checkbox"/> Correct technique for picking out. <input type="checkbox"/> Explanation of why we pick out the feet.	<input type="checkbox"/> Incorrect handling of horses feet &/or picking out (e.g. picking towards heel). <input type="checkbox"/> Incorrect handling of horses leg causing him to be off balance resulting in him snatching the leg away.
	Involvement of volunteer	<input type="checkbox"/> .N/A	<input type="checkbox"/> Volunteer allowed to “try” each step of the grooming process once demonstrated. <input type="checkbox"/> Good rapport with volunteer. <input type="checkbox"/> Volunteer is made to feel at ease & not asked to perform any tasks they are not comfortable undertaking.	<input type="checkbox"/> Volunteer only watches.
	Terminology	<input type="checkbox"/> <i>Good use</i> of correct terminology.	<input type="checkbox"/> Correct terminology used. <input type="checkbox"/> Evidence from the demonstration that candidate does this on a regular basis.	<input type="checkbox"/> Poor terminology. <input type="checkbox"/> Insufficient correct terminology.
	Safety	<input type="checkbox"/> N/A	<input type="checkbox"/> Safe presentation.	<input type="checkbox"/> Unsafe practice/s demonstrated, e.g. ducking under horses neck, leading without a leadline, approaching from blind spot, kneeling on ground etc.
	Overall presentation	<input type="checkbox"/> In-depth &/or additional knowledge of subject evident. <input type="checkbox"/> High comfort level.	<input type="checkbox"/> Well-organized, concise, clear, accurate & complete delivery of topic. <input type="checkbox"/> Good rapport with volunteer.	<input type="checkbox"/> Untidy, slow, incomplete, incorrect presentation.

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Adopted: May 25, 2008