



CTRII TEACHING EVALUATION

There are some 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: Teaching Disabled Riders – Mary Longden: Coach with Courage – Mary Longden.

Topic	Evidence	Above required standards (3)	At required standards (2)	Below required standards (1)
Preparation	Written Lesson Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Concise, complete lesson plan that shows practical experience. 	<ul style="list-style-type: none"> <input type="checkbox"/> Lesson plan contains all required elements. <input type="checkbox"/> Must include ALL the aids, i.e. inside hand, outside hand, inside leg, outside leg. 	<ul style="list-style-type: none"> <input type="checkbox"/> Missing elements, e.g. the aids, a diagram of the arena setup, explanations of what why, how etc.
	Equipment (arena setup)	<ul style="list-style-type: none"> <input type="checkbox"/> N/A. 	<ul style="list-style-type: none"> <input type="checkbox"/> Effective use of pylons, poles, other equipment that makes for a good visual aid. 	<ul style="list-style-type: none"> <input type="checkbox"/> Equipment used in incorrect locations. <input type="checkbox"/> If equipment is required, failure to set up arena before lesson starts.
	Mounting	<ul style="list-style-type: none"> <input type="checkbox"/> Good teamwork between candidates assisting with the mounting. 	<ul style="list-style-type: none"> <input type="checkbox"/> Control of riders whilst waiting to mount. <input type="checkbox"/> Sensible mounting order with respect to disability. <input type="checkbox"/> Correct mounting technique specific to each rider’s disability & needs. <input type="checkbox"/> Smooth, easy mounts performed proficiently. <input type="checkbox"/> Good communication between instructor & volunteers. <input type="checkbox"/> Positioning of riders in the arena once mounted, with sufficient space between horses (approx. 6ft). 	<ul style="list-style-type: none"> <input type="checkbox"/> Lack of control of riders whilst waiting to mount. <input type="checkbox"/> Inappropriate mounting order. <input type="checkbox"/> Incorrect or unsafe mounting techniques used. <input type="checkbox"/> Insufficient volunteers. <input type="checkbox"/> Lack of communication with riders & volunteers. <input type="checkbox"/> Horses positioned too close together

	Dismounting	<ul style="list-style-type: none"> ❑ Good teamwork between candidates assisting with the dismounting. 	<ul style="list-style-type: none"> ❑ Positioning of riders whilst waiting to dismount, with sufficient spacing between horses (approx. 6 ft.) ❑ Sensible dismounting order with respect to disability. ❑ Correct dismounting techniques specific to each rider, to the ground in a safe part of the arena. ❑ Smooth, easy dismounts performed proficiently. ❑ Good communication between instructor & volunteers. ❑ Control of riders once dismounted. 	<ul style="list-style-type: none"> ❑ Inappropriate dismounting order. ❑ Incorrect or unsafe technique used. ❑ Insufficient volunteers. ❑ Lack of communication with rider & volunteers. ❑ No volunteer on offside. ❑ Lack of control of riders once dismounted. ❑ Insufficient space between horses.
	Tack Check	<ul style="list-style-type: none"> ❑ N/A. 	<ul style="list-style-type: none"> ❑ All tack checked prior to the riders mounting. Girth needs rechecking immediately after mounting, about 5 minutes into the lesson & before any trot work. ❑ Ability to recognize unsuitable tack or tack failings & having the confidence to do something about it. 	<ul style="list-style-type: none"> ❑ Failure to perform a complete tack check prior to mounting, failure to check girth after mounting or prior to any trot work.
	Position of horse/rider for tack check	<ul style="list-style-type: none"> ❑ N/A. 	<ul style="list-style-type: none"> ❑ Horses/riders safely moved away from the mounting block/ramp & located on the centre line for tack check. 	<ul style="list-style-type: none"> ❑ Horses/riders in an unsafe location for tack check e.g. too close to mounting block/ramp, too close to arena wall etc.
	Introduction	<ul style="list-style-type: none"> ❑ Demonstrates the ability to assess how the riders are likely to perform. 	<ul style="list-style-type: none"> ❑ Introduction of yourself, horses, riders & volunteers to each other. 	<ul style="list-style-type: none"> ❑ Failure to make introductions.

Lesson Structure	Structure of the lesson	<ul style="list-style-type: none"> <input type="checkbox"/> Optimal use of available time to promote practice & learning. <input type="checkbox"/> Uses teachable moments. <input type="checkbox"/> Quickly adapts to the needs of the riders. 	<ul style="list-style-type: none"> <input type="checkbox"/> Lesson is organized into segments that include introduction, warm up, trot, explanation, demonstration, practice, progression and evaluation. 	<ul style="list-style-type: none"> <input type="checkbox"/> No clear lesson segments. <input type="checkbox"/> Time allotments are too long/too short.
	Warm up	<ul style="list-style-type: none"> <input type="checkbox"/> N/A. 	<ul style="list-style-type: none"> <input type="checkbox"/> Sufficient, quality, warm up exercises demonstrated for riders. <input type="checkbox"/> Hands on where necessary. 	<ul style="list-style-type: none"> <input type="checkbox"/> Too many exercises. <input type="checkbox"/> Quantity over quality. <input type="checkbox"/> Unsuitable or incorrect warm up.
	Trot (if not the lesson topic)	<ul style="list-style-type: none"> <input type="checkbox"/> N/A. 	<ul style="list-style-type: none"> <input type="checkbox"/> Optimal position of instructor for safety during the trot. <input type="checkbox"/> Trot performed safely (e.g. one at a time, long side only, sufficient sidewalkers, correct supports given by sidewalkers if necessary). <input type="checkbox"/> Control/positioning of rest of ride whilst riders trot individually. <input type="checkbox"/> Leader doesn't drag or hold horse too close. Leader gives horse room to balance. 	<ul style="list-style-type: none"> <input type="checkbox"/> Trot not performed safely. <input type="checkbox"/> Lack of control &/or poor positioning of rest of ride.
	What, how, why	<ul style="list-style-type: none"> <input type="checkbox"/> Content is clearly aimed at the age & ability level of the students. 	<ul style="list-style-type: none"> <input type="checkbox"/> Clearly states what is going to be done in the lesson. <input type="checkbox"/> Uses the aids to explain how the goal will be accomplished. <input type="checkbox"/> Explains why this goal/topic is important. 	<ul style="list-style-type: none"> <input type="checkbox"/> Does not identify what the goals of the lesson are. <input type="checkbox"/> Doesn't use the aids <input type="checkbox"/> Provides an overload of, or incorrect aids.

	Progression & Correction	<ul style="list-style-type: none"> ❑ Candidate is able to suggest how they would progress with these riders over a longer period of time. ❑ Candidate identifies root problems. 	<ul style="list-style-type: none"> ❑ Error detection & correction is effective. ❑ Some progression demonstrated within the lesson. ❑ Instructor observes areas that need improvement, e.g. rider position, accuracy of movement etc. 	<ul style="list-style-type: none"> ❑ Rider errors not detected or correctly assessed.
	Evaluation	<ul style="list-style-type: none"> ❑ Accurate evaluation of riders' effort/performance with excellent eye for detail. ❑ Evidence that the candidate has experience of teaching this lesson. ❑ Aware of the things that are likely to be performed well/badly. 	<ul style="list-style-type: none"> ❑ Evaluation presented with positive criticism with at least 1 good point and 1 area that requires improvement. 	<ul style="list-style-type: none"> ❑ Failure to recognize "effort" by the riders. ❑ Incorrect assessment of good points & areas that require improvements.
Teaching Skills	Explanation/demonstration	<ul style="list-style-type: none"> ❑ Explanation of aids clearly match the demonstration provided. ❑ Adapts to the needs of the riders. 	<ul style="list-style-type: none"> ❑ What, why, how are all correctly covered in the explanation. ❑ Candidate sets up & executes a suitable visual demonstration that can be seen by all the riders. ❑ All riders are positioned so that they can see the demonstration. 	<ul style="list-style-type: none"> ❑ Explanation incomplete. ❑ Incorrect information given. ❑ No visual demonstration provided. ❑ Not presented in a clear concise manner. ❑ Riders not in a suitable location to see the demonstration.
	Terminology	<ul style="list-style-type: none"> ❑ <i>Good use</i> of correct terminology with explanation where appropriate. 	<ul style="list-style-type: none"> ❑ Correct terminology used which is appropriate to the rider's cognitive level. 	<ul style="list-style-type: none"> ❑ Does not use correct terminology. ❑ Terminology over the rider's head.

	Technical knowledge of the topic taught	<ul style="list-style-type: none"> <input type="checkbox"/> Recognizes why things are not working, whether it's the rider for not giving the correct aid, or the horse for not giving the correct response to the aid. 	<ul style="list-style-type: none"> <input type="checkbox"/> Evidence that the candidate has experience of teaching & riding this school movement. <input type="checkbox"/> Knows the aids & can recognize when they are being used correctly. 	<ul style="list-style-type: none"> <input type="checkbox"/> Candidates' actions demonstrate that this topic has not been understood or experienced sufficiently to achieve the desired result.
	Skill correction/error detection	<ul style="list-style-type: none"> <input type="checkbox"/> Observes all the rider errors but has the ability to know when too much correction would be detrimental to a "functional" rider performance. 	<ul style="list-style-type: none"> <input type="checkbox"/> Observes rider errors & provides the appropriate correction. 	<ul style="list-style-type: none"> <input type="checkbox"/> Rider errors not detected or correctly assessed.
	Rider Position Evaluation	<ul style="list-style-type: none"> <input type="checkbox"/> Recognizes & corrects incorrect rider position <i>every</i> time it occurs. 	<ul style="list-style-type: none"> <input type="checkbox"/> Recognizes incorrect rider position <i>most of the time</i> & adjusts rider as necessary with "hands-on". 	<ul style="list-style-type: none"> <input type="checkbox"/> Riders' position is never corrected when required.
	Voice, tone	<ul style="list-style-type: none"> <input type="checkbox"/> Can <i>always</i> be heard by everyone. <input type="checkbox"/> Easygoing, engaging manner. <input type="checkbox"/> A joy to listen to. 	<ul style="list-style-type: none"> <input type="checkbox"/> Voice projects well. <input type="checkbox"/> Good tone, using appropriate inflection when required. 	<ul style="list-style-type: none"> <input type="checkbox"/> Voice, very quiet <input type="checkbox"/> Riders & volunteers are struggling to hear. <input type="checkbox"/> Monotone. <input type="checkbox"/> Not motivational.
	Enthusiasm/Motivation	<ul style="list-style-type: none"> <input type="checkbox"/> Candidate has the ability to captivate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Enthusiastic manner. <input type="checkbox"/> Motivation achieves results. 	<ul style="list-style-type: none"> <input type="checkbox"/> Lack of motivation. <input type="checkbox"/> Candidate does not project enthusiasm.
	Communication (verbal language, body language or tactile).	<ul style="list-style-type: none"> <input type="checkbox"/> Recognizes & adapts to the form of communication the riders understand. 	<ul style="list-style-type: none"> <input type="checkbox"/> Clear & appropriate for the age & ability of the riders. <input type="checkbox"/> Communicates well with riders, leaders & sidewalkers. <input type="checkbox"/> Observes & acts on errors in the volunteers & does so in a manner that does not make them feel inadequate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Language used too advanced or simple for rider's comprehension. <input type="checkbox"/> Error by volunteers not corrected, e.g. poor leading or S/W skills.

	Control	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrates confidence in their coaching/teaching. 	<ul style="list-style-type: none"> <input type="checkbox"/> Remains in control at all times, without being overpowering. <input type="checkbox"/> Riders are allowed to make “safe” mistakes from which they can learn. 	<ul style="list-style-type: none"> <input type="checkbox"/> Loses control. <input type="checkbox"/> Unclear commands causing the leader to take horse on the wrong path. <input type="checkbox"/> Sidewalkers give too much or too little support. <input type="checkbox"/> Rider/s loses interest.
	Control of the ride	<ul style="list-style-type: none"> <input type="checkbox"/> N/A. 	<ul style="list-style-type: none"> <input type="checkbox"/> Correct spacing between horses that allows the instructor to see all riders. <input type="checkbox"/> Suitable horse order within the ride that allows for either consistent horse spacing or for spacing corrections to be safely made. <input type="checkbox"/> Knowledge of how to achieve suitable horse spacing (i.e. ways to get a slow horse to catch up or a fast one to slow down). 	<ul style="list-style-type: none"> <input type="checkbox"/> Ride becomes too strung-out, instructor consistently has their back to riders. <input type="checkbox"/> Inability to assess the suitability of the lead horse for that role. <input type="checkbox"/> Failure to recognize that horses have become too close or too far apart from each other.
	Attitude	<ul style="list-style-type: none"> <input type="checkbox"/> Tactfully able to deal with difficult or sensitive situations if they arise. 	<ul style="list-style-type: none"> <input type="checkbox"/> Displays the ethical behavior & attitude expected of a coach. 	<ul style="list-style-type: none"> <input type="checkbox"/> Lack of empathy.
	Feedback from students	<ul style="list-style-type: none"> <input type="checkbox"/> Use of questions to help riders reflect on their own performance. 	<ul style="list-style-type: none"> <input type="checkbox"/> Ability to get feedback from the riders – need not be verbal. <input type="checkbox"/> Able to interpret/assess how successful the lesson was via feedback. 	<ul style="list-style-type: none"> <input type="checkbox"/> No attempt made to get feedback from riders.

<p>Evaluation of teaching objectives (self evaluation)</p>		<ul style="list-style-type: none"> <input type="checkbox"/> Candidate is able to provide an <i>accurate</i> self-assessment of the lesson. 	<ul style="list-style-type: none"> <input type="checkbox"/> Candidate is able to provide an <i>adequate</i> self-assessment of the lesson. <input type="checkbox"/> Has the ability to recognize whether the riders understood the content of the lesson, what was the objective of the lesson, was the level of the lesson appropriate for the riders, what would be your next progression. 	<ul style="list-style-type: none"> <input type="checkbox"/> Inability to assess whether the lesson went well, i.e. was there any evidence of learning, how you would progress from here, would you change anything if you could do it again.
<p>Safety</p>		<ul style="list-style-type: none"> <input type="checkbox"/> N/A 	<ul style="list-style-type: none"> <input type="checkbox"/> Safe lesson. <input type="checkbox"/> Doors closed. <input type="checkbox"/> Uncluttered surroundings. <input type="checkbox"/> Good organization & supervision of volunteers. <input type="checkbox"/> Girths checked. <input type="checkbox"/> Dismount & tack check completed in a safe part of the arena. 	<ul style="list-style-type: none"> <input type="checkbox"/> Unsafe practice/s demonstrated, e.g. door(s) left open, other animals/dogs in arena, volunteers not paying attention, riders placed in danger.

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Adopted: February 2009