

**National Guidelines for Organisers, Officials and Assessors**

**Organisation of The Spurs Test & Incorporation into the C+ Riding Test**

<b>Pre-Requisite for Members</b>	Members must have received adequate training of both theory and ridden work.
<b>Part A – Organisation of Spurs Tests</b>	These may be organised at Area, Branch or Centre level. However, if Branches or Centres are organising a Spurs Test, they must inform the Area Representative of the date and name of the Assessor two weeks prior to the Test. As per any other PCUK Test, a Risk Assessment must be completed prior to the Test.
<b>Assessor Team</b>	Assessors must be PCUK Accredited C+ Test Assessors or above who have completed an online PCUK Spurs Test CPD, which has been recorded on Pelham.  Assessors must be EXTERNAL to the Branch/Centre and not familiar with the candidates they are assessing. If an Assessor is faced with assessing a candidate that they know, they should declare an interest to the Test Organiser.
<b>Assessor to Candidate Ratio</b>	It is suggested that the Assessor should work with no more than six candidates in a group. Lone Assessors should always be accompanied by an Area/ Branch/ Centre official without an interest in any of the candidates.
<b>Facilities Required</b>	<b>Theory Section:</b> A suitable dry and warm area with seating for discussion. <b>Riding Section:</b> An area which is no smaller than 20m x 40m. A minimum of two fences should be available for candidates who jump in spurs.
<b>Sections</b>	The Spurs Test consists of two sections – a theory discussion and practical ridden assessment.  <b>Theory Discussion:</b> This should cover all the theory elements of the syllabus and must include observing the candidates putting on and fitting spurs correctly. This should take approximately 20 – 25 minutes.  At the discretion of the Assessor(s), a candidate who has failed this section may be allowed to take part in the practical riding. <b>However, the Spurs Test will not be awarded until a candidate has passed both sections on the same day.</b>  <b>Practical Riding:</b> Candidates should be observed riding without spurs at walk, trot, and canter, <b>both with and without stirrups</b> . They should be

	<p>observed performing school figures and movements that reflect their level of training or current competition standard. For example: Polo/Polocrosse – to demonstrate riding at speed and changing direction whilst wearing spurs</p> <p>Dressage - performing school figures and movements that reflect their level of training or current competition standard.</p> <p>Jumping – to demonstrate riding over and between fences, show some light seat work.</p> <p>The discipline that a candidate is involved with will determine which gaits and specific movements he/she is asked to perform. If Assessors are satisfied a candidate has demonstrated a balanced and stable position with a secure lower leg, they will then be asked to put on their spurs and repeat the movements above.</p> <p>This section should take approximately 30 – 40 minutes depending on numbers and any reasonable adjustments that may be required.</p>
<b>Results</b>	<p>After the Test has completed the Assessor(s) should have time to complete any notes before delivering results. The Test Organiser/ Area Representative/ District Commissioner or Centre Proprietor should be present during the results.</p> <p>A successful candidate must pass both the theory and practical ridden sections of the Test on the same day. An unsuccessful candidate cannot be reassessed on the same day. The District Commissioner or Centre Proprietor must be satisfied that the candidate is ready to re-sit the Test. Once again, both practical and theory sections of the test must be passed on the same day.</p>
<b>Part B – Incorporation of The Spurs Test at C+ Riding Tests</b>	<p>It is not a requirement for candidates to ride in spurs during their C+ Riding Test.</p> <p>Unless a candidate has already passed the Spurs Test, they should <b>not</b> be wearing spurs when they present for their C+ Riding Test. Only once they have been judged proficient at all three paces and in various school movements with a still and stable lower leg (as per the Spurs Test), may they continue the test wearing spurs if they so wish.</p> <p>Members who have passed their C+ Riding Test may have a yellow hat tag issued by their District Commissioner, Centre Proprietor or Area Representative.</p>
<b>Spurs Test Fee &amp; Assessor Fee:</b>	<p>Locally decided by organising Area Representative, DC or CP depending on the costs of running a Test.</p>