Modification history

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| Release | Comments |
| Release 1 | This version released with RGR Racing Training Package Version 1.0. |

| RGRROP303 | Perform duties of clerk of course at harness or thoroughbred race meetings and trials |
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| Application | This unit of competency describes the skills and knowledge required to perform the race meeting or trial duties of a clerk of the course involving the process of preparing for the race meeting, assisting in the start of races and trials, monitoring horses throughout all stages of the race or trial, and assisting in emergency and post-race procedures.The unit applies to racing industry personnel and others authorised to perform clerk of course duties at harness or thoroughbred race meetings and trials in work environments of racing stables, paddocks, yards, racecourses and public areas.No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.Work health and safety and animal welfare legislation relevant to interacting with horses applies to workers in this industry. Requirements vary in each state/territory jurisdiction. Users are advised to check with the relevant authority for specific requirements. |
| Prerequisite Unit | Nil  |
| Unit Sector | Racing Performance (ROP) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare for race meeting or trial | 1.1 Condition and feed horses to ensure their fitness to complete the duties of a clerk of the course mount1.2 Ensure horses are presented clean, well-groomed, sound, and in good health1.3 Clean and ensure horse gear is fitted correctly and is in good repair1.4 Ensure personal presentation and dress is appropriate to the status of the race meeting or trial and compliant with racing protocols and procedures1.5 Comply with racing safety protocols and procedures including the use, fit and maintenance of personal protective equipment |
| 2. Assist in the start of races or trials | 2.1 Verify race fields with starter and/or stewards2.2 Confirm identification of starters according to procedures2.3 Escort horses to start2.4 Assist starter and drivers or riders prior to start2.5 Employ effective strategies to assist strappers, drivers, riders, starter, barrier staff, farrier or veterinarian |
| 3. Monitor horses throughout all stages of the race or trial | 3.1 Assess opportunities for horses to escape and/or cause injury and apply strategies to minimise risks during racing or trial activities3.2 Monitor and direct racing participants to comply with racing safety protocols and procedures to avoid incidents and injury during racing activities3.3 Follow racing safe operating procedures in handling, escorting and catching horses to minimise the risk of injury to horses and racing participants3.4 Restrain loose and/or injured horses |
| 4. Assist in post-race procedures | 4.1 Meet and escort winning driver or rider to entrance of mounting yard or birdcage enclosure4.2 Supervise safe return of horses to stables4.3 Report to starter and/or stewards on outcomes of any race or trial incidents |

| Foundation SkillsThis section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. |
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| Skill | Description |
| Writing | * Record and report incidents accurately using clear and appropriate language and racing industry terminology
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| Oral Communication | * Explain detailed information clearly to stewards, racing officials, licensed and registered personnel and others related to clerk of course duties
* Use clear language and concepts, and tone and pace appropriate for the audience and purpose when communicating with race officials and handlers
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| Navigate the world of work | * Take responsibility for following rules of racing, race track policies and procedures and legislative requirements
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| Interact with others | * Cooperate with others and contribute to work practices where joint outcomes are expected
* Identify and explore differences in a diverse range of people in the work context and make adjustments to communication in recognition of these differences
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| Get the work done | * Make routine decisions and implement standard procedures for routine tasks, using formal decision making processes for more complex and non-routine situations
* Address less predictable problems and initiate standard procedures in response, applying problem solving processes in determining a solution
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| Unit Mapping Information |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| RGRROP303 Perform duties of clerk of course at harness or thoroughbred race meetings and trials | RGRROP303A Perform duties of clerk of course at harness or thoroughbred race meetings and trials | Updated to meet Standards for Training Packages | Equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0 |

| TITLE | Assessment requirements for RGRROP303 Perform duties of clerk of course at harness or thoroughbred race meetings and trials |
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| Performance Evidence |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has performed clerk of course duties at a minimum of three harness or thoroughbred race meetings or trials, including for each:* completed all tasks to prepare for race meeting, including:
* ensured horses are ready and properly conditioned for race
* correct fit of gear and tack
* personal grooming and presentation
* assited in the start of races or trials, including:
* verified and confirmed that horses are correct and ready to start race or trial
* assisted others in pre-race activities
* assessed and monitored race performance for possible incidents and initiated effective responses
* assisted race finalising race procedures
* worked with others to undertake and complete procedures.
* complied with safety and animal welfare requirements, procedures and instructions for performing the duties of clerk of course including, safe and compliant riding and horse handling skills.
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| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:* relevant rules of racing and roles and responsibilities of the clerk of course, including:
* approved gear for clerk of course and horse
* strategies for maintaining horse (clerk of course mount) health and condition, including:
* montioring horse illnesses and injuries
* nutritional requirements with respect to age and needs while in work
* grooming and presentation requirements
* providing balanced diet
* methods for and identification features of racehorses for relevant race field
* protocols and procedures for communicating with stewards, riders, drivers and other racing industry personnel including reporting requirements for irregularities and problems
* racing industry safety and animal welfare requirements, including:
* safe operating procedures
* hazard identification and risk control
* common horse behaviour traits and body language
* safe handling and controlling techniques in a range of situations.
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| Assessment Conditions |
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| Assessment of skills must take place under the following conditions: * physical conditions:
* safe handling areas and racetracks, including registered race meetings and trials
* resources, equipment and materials:
* a variety of standardbred or thoroughbred horses
* materials and equipment relevant to assessing candidate's ability to perform clerk of course duties
* specifications:
* work instructions and related documentation
* relationships (internal and/or external):
* access to stewards, racing officials, licensed and registered personnel.

Training and assessment strategies must show evidence of the use of guidance provided in the Companion Volume: User Guide: Safety in Equine Training.Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.  |

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