



**LEVEL 2 AWARD
IN
BASIC STOCKMANSHIP AND WELFARE**

ASSESSMENT SCHEDULE

Version and date	Change detail	Section
1.3 November 2017	Added TQT details Deleted QCF / Learning Time	Qualification at a glance, Structure Throughout

Level 2 Award in Basic Stockmanship and Welfare Candidate Information

Introduction

The scheme will be administered by City & Guilds.

City & Guilds will:

- Publish - scheme regulations
- assessment schedule
- assessment material
- Approve centres to co-ordinate and administer the scheme
- Set standards for the training of Verifiers and Assessors
- Recruit, train and deploy Verifiers
- Manage verification
- Issue certificates to successful candidates

The qualification

The qualification will be awarded to candidates who achieve the required level of competence in the Units to which their Certificate relates.

Instruction

Attendance at a course of instruction is not a pre-requisite for an application for an assessment but potential candidates are strongly advised to ensure that they are up to the standards that will be expected of them when they are assessed.

City & Guilds does **not** hold a register of instructors; however instruction will normally be available from recognised training providers and/or centres of further or higher education active in the areas covered by this certificate. Further information on training may be obtained from the local Assessment Centre.

Access to Assessment

Assessment Centres will be responsible for arranging assessment on behalf of a candidate. Assessment may only be carried out by an Assessor approved by City & Guilds for that scheme. Under no circumstances can either instructors involved in the preparation of candidates, or the candidates work place supervisors, or anyone else who might have a vested interest in the outcome, carry out the assessment.

The minimum age limit for candidates taking certificates of competence is 16 years. There is no upper age limit.

Total Qualification Time

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a Learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and assessment.

Assessment

Assessment is a process by which it is confirmed that the candidate is competent in the Units within the award to which the assessment relates. It is a process of collating evidence about his/her capabilities and judging whether that evidence is sufficient to attribute competence.

The candidate must be registered through an City & Guilds approved Assessment Centre for this qualification, prior to assessment.

The result of the assessment will be recorded on the assessment report form.

The schedule of assessment contains the assessment criteria relating to:

- Observation of practical performance
- Assessment of underpinning knowledge

Performance Evaluation (part 2 only)

The result of each assessment activity is evaluated against the following criteria:

- 4 = Meets or exceeds the assessment criteria by displaying a level of practical performance and/or underpinning knowledge, with no 'minor' or 'critical' faults. (Competent).
- 3 = Meets the requirements of the assessment criteria for both the practical performance and the underpinning knowledge, with some 'minor' faults but no 'critical' faults. (Competent).
- 2 = Does not fully satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or being deficient in underpinning knowledge leading to the recording of minor faults. (Not yet competent).
- 1 = Does not satisfy the requirements of the assessment criteria, being unable to perform the practical task satisfactorily or safely or being deficient in underpinning knowledge leading to the recording of a critical fault. (Not yet competent).

A list of registered Assessment Centres is available from NPTC (www.nptc.org.uk)

Verification

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way that City & Guilds has laid down. The overall aim of verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness.

Approved Assessors will be subject to a visit by the Verifier at a time when assessments are being undertaken.

A selection of assessment reports completed by the Assessor will be evaluated by an City & Guilds approved Verifier.

Compliance with the verification requirements will be a pre-requisite of Assessors remaining on City & Guilds' list of approved assessors.

Complaints and Appeals

City & Guilds and its Assessment Centres have a formal Complaints and Appeals procedure. In the event of any dissatisfaction with the arrangements and conditions of assessment, the candidate should first contact the Assessment Centre through whom the assessment was arranged and submit the complaint in writing.

For further information on City & Guilds' Equal Opportunities Policy and Complaints and Appeals Procedures, please refer to www.nptc.org.uk

Learning Outcomes

The candidate will be able to identify those key aspects of legislation which apply to:

- themselves, other people, the environment
- the well being of livestock
- the stockperson when carrying out routine practical livestock duties on a day to day basis taking in to account safety of themselves, other people and the environment.
- the stockperson when carrying out routine practical livestock duties, ensuring the well being of livestock under their control

The Award in the Basic Stockmanship and Welfare has a credit value of 4.

Guidance Notes for Candidates and Assessors

The assessment is divided in to 2 compulsory parts:

1. Carry out basic stockmanship and welfare activities
2. The principles of basic stockmanship and welfare

Candidates must achieve all Assessment Activities in both parts.

Part 1

This is assessed via on-to-one oral questioning and observation of practical performance with an City & Guilds approved independent assessor.

Part 2

This module is assessed by computer based multiple choice questioning via GOLA (Global On-Line Assessment).

Candidates are required to complete all the test items.

Candidates may not refer to any appropriate literature during the assessment.

Each GOLA test will have 30 multiple choice questions and to be declared 'competent', a candidate will need to achieve **24** correct answers.

Safe Practice

Appropriate Personal Protective Equipment must be worn at all times.

All equipment must be operated in such a way that the candidate, Assessor, other persons, animals or other equipment are not endangered.

If these conditions are not observed this will result in the candidate not meeting the required standard.

It is recommended that suitable barrier creams are used when necessary.

Validation of Equipment

Any appropriate item of livestock equipment complying with legal requirements is acceptable for the assessment, provided it is suitably equipped for **all** assessment activities to be carried out.

Additional Information

May be sought from the relevant manufacturer's instruction book, operators' manual or the Welfare Codes.

Animal Welfare

Throughout this assessment a high emphasis is placed on animal welfare, which will underpin the whole of this qualification.

The "Five Freedoms" and their interpretation by the RSPCA appear at the back of this schedule.

During their assessment, candidates are reminded that they should carry out all the activities to comply with the animal welfare codes.

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City & Guilds is a registered charity established to promote education and training

Part 1 The principles of basic stockmanship and welfare

Assessment Procedure: This unit is assessed by a computer based multiple choice test (GOLA)

01 Housing requirements

Assessment Activity	Assessment criteria:
<p>1 Demonstrate knowledge of Welfare Code requirements for a given class of livestock relating to housing and health.</p> <p>Demonstrate knowledge of key items to be considered in assessing the suitability of the accommodation for livestock</p> <p>Demonstrate knowledge of why an electric fence should not be set up in the vicinity of overhead power lines</p>	<p>a) Housing</p> <ul style="list-style-type: none"> - Space allowances - Emergency precautions to be taken - Ventilation, temperature, lighting - Mechanical equipment services - Provision of feed and water <p>b) Health</p> <ul style="list-style-type: none"> - Inspect regularly - Respond and provide treatment without delay at first sign of illness - Monitor effects of treatment - All dosing and vaccination equipment maintained to satisfactory standard <ul style="list-style-type: none"> - Sufficient / adequate bedding - Adequately clean - Adequate space - Sufficient supply of clean water - Sufficient trough space - Adequate ventilation - Suitable access for: <ul style="list-style-type: none"> • Livestock • Machinery - Free from hazards <ul style="list-style-type: none"> - Risk of electrocution

02 Environmental factors and Emergencies

<p>2 Demonstrate knowledge of the procedures to be followed in the event of each of the following emergencies:</p> <p>a) Fire</p> <p>b) Mechanical breakdown</p> <p>c) Failure of main services</p> <p>d) Leakage of effluent</p> <p>e) Sudden disease outbreak</p> <p>Demonstrate knowledge of the action to be taken by an employee in the event of pollution to the environment by a veterinary medicine</p> <p>Demonstrate knowledge of methods to prevent pollution of the environment by farm yard manure/slurry</p>	<p>a) Fire</p> <ul style="list-style-type: none"> - Ensure the safety of self and others - Alert emergency services - Implement evacuation procedure <p>b) Mechanical Breakdown</p> <ul style="list-style-type: none"> - Operate backup/override systems <p>c) Failure of main services</p> <ul style="list-style-type: none"> - Notify relevant authorities <p>d) Leakage of effluent</p> <ul style="list-style-type: none"> - Take appropriate emergency action to minimise pollution <p>e) Sudden disease outbreak</p> <ul style="list-style-type: none"> - Contact Veterinary surgeon <ul style="list-style-type: none"> - Immediately contact Environment Agency (England and Wales) - Or Scottish Environment Protection Agency (Scotland) - Or DARD (N. Ireland) <ul style="list-style-type: none"> - Employer/supervisor <p>Storage area/site is:</p> <ul style="list-style-type: none"> - Level - Isolated from a water source - Provided with a means of containment
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Assessment Activity	Assessment criteria:
03 Livestock checks	
<p>3 Demonstrate knowledge of checks which should be made on purchased livestock</p> <p>Demonstrate knowledge of the normal temperature of an animal</p> <p>Demonstrate knowledge of reasons for checking the weight of an animal</p> <p>Demonstrate knowledge of the checks on an animal that determine it's health status</p>	<p>Check</p> <ul style="list-style-type: none"> - The numbers delivered are correct - The correct animals - Healthy and uninjured - May require to be isolated - Require rest - Require feed and water <p>Normal temperature of sheep or cattle</p> <ul style="list-style-type: none"> - Sheep - 39 °C - Cattle - 38.5 °C <p>- Acceptable tolerance temperature for class of livestock. + or – 1.0 °C</p> <p>To check:</p> <ul style="list-style-type: none"> - Birth weight of animal - Growth rate of young or adult animal - Suitability for sale - Suitability for breeding - To calculate the dose of medication <ul style="list-style-type: none"> - mouth - nose - eyes - ears - movement - coat - skin - legs/feet - dung/urine - mucas membrane - temperature - posture/stance - breathing - behaviour
04 Dealing with Abortion	
<p>4 Demonstrate knowledge of signs that an animal has aborted a foetus and the action to be taken</p> <p>Demonstrate knowledge of the principal causes of abortion</p> <p>Demonstrate knowledge of the health risk to stock persons from infected animals</p>	<p>Signs of abortion:</p> <ul style="list-style-type: none"> - Blood on her tail - Discharge from the vagina - An aborted foetus is found <p>Appropriate actions:</p> <ul style="list-style-type: none"> - Isolate the animal - Wear PPE - Locate the foetus and dispose of correctly and safely - Contact veterinary surgeon/supervisor - Disinfect the location of the foetus and the animal - Undertake personal hygienic measures to minimise the risk of infection - Disinfect PPE - Record <ul style="list-style-type: none"> - Infectious agents - Physical injury - Incorrect nutrition <ul style="list-style-type: none"> - Infection from causative agent

Assessment Activity	Assessment criteria:
05 Health Care and Welfare	
<p>5 Demonstrate knowledge of the 'FIVE FREEDOMS' as defined by the Farm Animal Welfare Council</p> <p>Demonstrate knowledge of the action to be taken when an animal becomes:</p> <p>a) sick or injured</p> <p>b) a "casualty"</p> <p>Demonstrate knowledge of how to care for a recumbent animal.</p> <p>Demonstrate knowledge of the minimum age by law for a person to undertake castration</p> <p>Demonstrate knowledge of the legal requirements relating to the use of local anaesthetics</p> <p>Demonstrate knowledge of the action to be taken in the event of an adverse reaction to an animal following exposure to a veterinary medicine</p> <p>Demonstrate knowledge of likely effects of feeding poor quality feeds</p>	<ul style="list-style-type: none"> - Freedom from fear and distress - Freedom from pain, injury and disease - Freedom from hunger and thirst - Freedom from discomfort - Freedom to express normal behaviour <ul style="list-style-type: none"> - Identify cause of injury/sickness - Isolate - Diagnose and determine treatment - Consult veterinary surgeon/supervisor - Make sure food and water is available <ul style="list-style-type: none"> - Comply with legislation - Humanely destroy - Dispose of legally <ul style="list-style-type: none"> - Provide adequate food and water - Turn animal regularly - Keep on a non slip floor - Prevent animal getting trapped - Check udder condition if an animal in milk (if appropriate) - Use lifting aids safely and with care - Provide physical support as appropriate <ul style="list-style-type: none"> - 18 years of age <p>Local anaesthetics required to be used when:</p> <ul style="list-style-type: none"> - Castrating animals over legal age limit - Disbudding animals with hot iron - De-horning adult animals <ul style="list-style-type: none"> - Report to employer/supervisor - Contact vet - Complete relevant documentation (Veterinary Medicine Directorate Report Form) <ul style="list-style-type: none"> - Reduced feed intake - Poor performance - Wastage of food - Ill health - Infertility

Assessment Activity	Assessment criteria:
06 Biosecurity and Vermin control	
<p>6 Demonstrate knowledge of measures that can be taken to prevent disease entering a holding/farm.</p> <p>Demonstrate knowledge of measures that can be taken to minimise the severity of disease already found on a holding/farm.</p> <p>Demonstrate knowledge of types of vermin likely to be active on a unit</p> <p>Demonstrate knowledge of possible actions necessary to control one type of vermin</p> <p>Demonstrate knowledge of necessary actions to prevent re-infestation by vermin.</p> <p>Demonstrate knowledge of actions to avoid personal contamination from vermin</p>	<ul style="list-style-type: none"> - Operate a closed herd policy - Isolate purchased stock for a period of time - Restrict visitor access - Ensure boundaries are secure - Restrict vehicle access - Have a vaccination program. <p>Implement:</p> <ul style="list-style-type: none"> - a vaccination programme - a disease control/eradication programme - Maintain a high level of hygiene - 'All in', 'all out' systems of production - Provide isolation accommodation for sick animals - Early identification and treatment of sick animal - Correct diet - Keep stress to a minimum <ul style="list-style-type: none"> - Rats - Mice - Birds - Rabbits - Foxes <ul style="list-style-type: none"> - Removal of waste material - Shoot - Trap and bait (concealed) - Chemical control - Seek professional services <ul style="list-style-type: none"> - Continue baiting - Prevent access to vermin <ul style="list-style-type: none"> - Use personal protective equipment - Avoid personal contact - Maintain a high level of personal hygiene - Wash hands before eating, drinking or smoking

Part 2 Carry out basic stockmanship and welfare activities	
Assessment Activity	Assessment criteria:
1. Take the temperature of an adult or young farm animal using a clinical thermometer (digital or mercury)	<ul style="list-style-type: none"> - Identify animal - Check that clinical thermometer is ready for use - Restrain the animal - Position thermometer - Leave thermometer in position for recommended time - Withdraw thermometer and read temperature - Record temperature - Clean and store thermometer correctly
2. Check the health status of a group of 10 animals	<ul style="list-style-type: none"> - Move and observe all animals Check for: <ul style="list-style-type: none"> - Signs of ill health - Injury - Abnormal behaviour - Condition of body
3. Weigh a farm animal	<ul style="list-style-type: none"> - Identify correct young or adult animal to be weighed - Select and check that tools and equipment are safe to use - Position and set up equipment - Restrain the young or adult animal - Weigh the young or adult animal using safe technique - Clean and store tools and equipment - Identify and complete records of young or adult animal weighed
4. Assess the fat cover of a group farm of animals	<ul style="list-style-type: none"> - Check fat cover at appropriate check points
5. Carry out a daily inspection of a group of grazing farm animals	<ul style="list-style-type: none"> - Identify group of grazing animals to be inspected - Check that: <ul style="list-style-type: none"> - Water supply is clean, sufficient and functioning - Grass supply is adequate - Field boundaries are secure - Correct number of animals are in the field - Animals are not showing physical signs of abnormal behaviour - Animals are not ill or injured
6. Carry out activities to maintain enclosure/ boundaries EITHER: Move and set up a stock proof electric fence OR: Check the field/enclosure for potential hazards that might affect the health or welfare of an animal	<ul style="list-style-type: none"> - Identify fence to be moved - Check no overhead power lines in vicinity - Move end posts - Check firmness, fixing and insulation of end posts - Position intermediate posts correctly - Set wire at correct height and tension - Check voltage - Establish that 'public rights of way' are not blocked - Ensure fence is safe to stock and general public - Fence is earthed - Electric fence sign is attached - Glass bottles - Broken glass - Sharps - Metal containers - Broken fencing - Discarded barbed wire - Incorrect height of fencing - Fallen trees - Badly parked machinery - Badly poached ground - String
7. Assess and report on the suitability of the water supply	<ul style="list-style-type: none"> - Cleanliness of water trough - Access/trough space - Siting and availability of supply points - Environment is not polluted or contaminated - Check that flow rates are appropriate - Check that contamination of drinking water does not occur - Check for leaks

GOLA Test Specification for The principles of basic stockmanship and welfare

Activity	Group/ Assessment criteria	Items per test	Total per activity
01 Housing requirements	01.01-01.05 Demonstrate knowledge of Welfare Code requirements for a given class of livestock relating to housing	1	4
	01.06-01.09 Demonstrate knowledge of Welfare Code requirements for a given class of livestock relating to housing	1	
	01.10-01.18 Demonstrate knowledge of key items to be considered in assessing the suitability of livestock accommodation	1	
	01.19 Demonstrate knowledge of why an electric fence should not be set up in the vicinity of overhead power lines	1	
02 Environmental factors and Emergencies	02.01-02.07 Demonstrate knowledge of the procedures to be followed in the event of fire, mechanical breakdown, failure of main services, effluent leakage and sudden disease outbreak.	1	3
	02.08-02.11 Demonstrate knowledge of the action to be taken by an employee in the even of pollution to the environment by a veterinary medicine	1	
	02.12-02.14 Demonstrate knowledge of the method to prevent pollution of the environment by slurry/FYM	1	
03 Livestock checks	03.01-03.06 Demonstrate knowledge of the checks which should be made on purchased livestock	1	5
	03.07-03.09 Demonstrate knowledge of the normal temperature of an animal	1	
	03.10-03.14 Demonstrate knowledge of the reasons for checking the weight of an animal	1	
	03.15-03.28 Demonstrate knowledge of the checks on an animal that determine it's health status	2	
04 Dealing with Abortion	04.01-04.03 Demonstrate knowledge of the signs that an animal has aborted a foetus	1	4
	04.04-04.11 Demonstrate knowledge of the actions to be taken if an animal has aborted a foetus	1	
	04.12-04.14 Demonstrate knowledge of the principle causes of abortion	1	
	04.15 Demonstrate knowledge of the health risk to stock persons from infected animals	1	
05 Health Care and Welfare	05.01-05.05 Demonstrate knowledge of the five freedoms as defined by the RSPCA	1	8
	05.06-05.10 Demonstrate knowledge of the action to be taken when an animal becomes sick or injured	1	
	05.11-05.13 Demonstrate knowledge of the action to be taken when an animal becomes a casualty	1	
	05.14-05.20 Demonstrate knowledge of how to care for a recumbent animal	1	
	05.21 Demonstrate knowledge of the minimum age by law for a person to undertake castration	1	
	05.22-05.24 Demonstrate knowledge of the legal requirements relating to the use of local anaesthetics	1	
	05.25-05.27 Demonstrate knowledge of the action to be taken in the event of an animal having an adverse reaction following exposure to a veterinary medicine	1	
	05.28-05.32 Demonstrate knowledge of likely effects of feeding poor quality feeds	1	

Activity	Group/ Assessment criteria	Items per test	Total per activity
06 Biosecurity and Vermin Control	06.01-06.06 Demonstrate knowledge of measures that can be taken to prevent disease entering a holding/farm	1	
	06.07-06.14 Demonstrate knowledge of the measures that can be taken to minimise severity of a disease already found on a holding/farm	1	
	06.15-06.19 Demonstrate knowledge of the types of vermin likely to be active on a unit	1	
	06.20-06.24 Demonstrate knowledge of the possible actions necessary to control a type of vermin	1	
	06.25-06.26 Demonstrate knowledge of necessary actions to prevent re-infestation by vermin	1	
	06.27-06.30 Demonstrate knowledge of actions to avoid personal contamination from vermin	1	
	Total	30	6
			30

The Five Freedoms

The 'Five Freedoms' as defined by the Farm Animal Welfare Council, define ideal states, but provide a comprehensive framework for animal welfare on farm, in transit and at the place of slaughter.

They are:

- **Freedom from fear and distress**
- **Freedom from pain, injury and disease**
- **Freedom from hunger and thirst**
- **Freedom from discomfort**
- **Freedom to express normal behaviour**

What the Five Freedoms mean:-

FREEDOM from fear and distress by providing conditions and care, whether on farm, in transit or at the abattoir, which avoid mental suffering. For instance, staff involved in handling livestock need to be aware of the welfare problems associated with animal handling and understand the behaviour characteristics and likely reactions of the species in question, so that potentially stressful events such as loading/unloading and moving animals can be carried out quietly and calmly.

FREEDOM from pain, injury and disease by prevention or rapid diagnosis and treatment. The design of accommodation for farm animals should be such that a high or regular occurrence of injury and disease as the consequence of poorly designed facilities is avoided. Stock-keepers should be sufficiently skilled and alert to detect incidents of injury and disease early, to act appropriately to reduce or avoid them in future.

FREEDOM from hunger and thirst by providing ready access to fresh water and a diet to maintain full health and vigour. Feed must be satisfying, appropriate for the species/age of animal and safe. Other measures (such as minimizing bullying and competition at feed time by ensuring appropriate placement and numbers of feeders/drinkers) should also be employed to achieve this 'freedom'.

FREEDOM from discomfort by providing an appropriate environment including shelter and a comfortable resting area. The provision of a safe, clean, dry bedded lying area helps to achieve this and space allowances should ensure that all animals have adequate space to lie comfortably, groom themselves, get up and get down easily without injuring themselves or others. The design of flooring and unbedded areas along with drainage and manure handling, should be such that they do not result in injuries or diseases of the feet.

FREEDOM to express normal behaviour by providing sufficient space, proper facilities and company of the animals' own kind. The proven needs of different species of animals must be met. For example, the provision of straw bedding or other material for manipulation for pigs, can not only provide a comfortable lying place, but also enriches a potentially barren environment by providing an opportunity for pigs to satisfy their strong instinct for exploration, rooting behaviour and play. Allowing expression of natural behaviour helps to reduce the occurrence of unnatural, potentially harmful behaviours and improves mental well-being.