



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **RGRROP202A Perform duties of kennel attendant at race meetings**

**Release: 1**

## **RGRROP202A Perform duties of kennel attendant at race meetings**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit descriptor**

This unit of competency specifies the outcomes required to assist the kennel supervisor in the control of greyhounds during race meetings. It requires an ability to work with others and to follow and uphold racing authority protocols and procedures. At times staff may be required to use appropriate communication skills when directing racing participants.

To undertake this unit the candidate will be able to apply safe greyhound handling skills and follow workplace OHS standards.

This unit of competency operates in work environments of racing kennels, racecourses and public areas.

Licensing, legislative, regulatory or certification requirements apply to this unit. Check with your State Principal Racing Authority for current license or registration requirements.

### **Application of the Unit**

#### **Application of the unit**

This unit of competency supports race meeting staff assisting in the conduct of races or trials.

This unit can be contextualised for other industries while also maintaining the integrity of the unit.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

## Pre-Requisites

### Prerequisite units

## Employability Skills Information

**Employability skills**      This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

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Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Prepare for kennelling.	<ol style="list-style-type: none"> <li>1. <b>Rules of racing</b> that apply to kennelling procedures and greyhound health and welfare guidelines are identified and applied.</li> <li>2. Kennelling procedures and <b>responsibilities of kennel staff</b> are known and followed.</li> <li>3. <b>Security</b> of kennels is confirmed prior to commencement of kennelling.</li> <li>4. Duties are confirmed prior to commencement of kennelling.</li> <li>5. OHS and racing safety protocols and procedures are known and complied with.</li> </ol>
Follow kennelling procedures.	<ol style="list-style-type: none"> <li>6. <b>Identification of greyhounds</b> and general fitness to race are verified.</li> <li>7. Registration papers are collected and stored securely.</li> <li>8. Greyhound and attendant are escorted to allocated kennel, observed during settling of greyhound, then kennel is secured.</li> <li>9. <b>Approval is sought</b> prior to allowing non-scheduled visit to kennels by greyhound attendant or others.</li> <li>10. <b>General wellbeing of greyhound</b> is monitored and animal referred to veterinarian or kennel supervisor if there are any concerns.</li> </ol>
Conduct pre-race kennelling procedures.	<ol style="list-style-type: none"> <li>11. Greyhounds are called to marshalling area prior to race.</li> <li>12. Identification of greyhounds is verified and race rugs are allocated.</li> <li>13. Greyhounds are escorted to stir-up area.</li> <li>14. Catchers are identified and directed to finish area.</li> <li>15. Greyhounds are organised into race order and handed over to racing official.</li> <li>16. Cleanliness, safety and security of kennel area are maintained throughout race meeting.</li> </ol>
Conduct post-race kennelling procedures.	<ol style="list-style-type: none"> <li>17. Greyhounds are received after race, rugs are collected and race documents returned.</li> <li>18. Kennels, scales, race rugs, vests and other equipment are checked and cleaned, and damage reported at the end of race meeting.</li> </ol>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

- applying safe handling and work practices when dealing with greyhounds
- communicating with stewards, racing officials, and licensed and registered personnel using assertive communication techniques to gather, interpret and relay information related to kennel attendant duties
- completing duties in accordance with safe operating procedures and nominated time frame
- complying with OHS and animal welfare legislation
- complying with race day procedures and relevant rules of racing
- escorting greyhound and handler to and from kennel so that they remain in sight at all times
- following directions of racing officials and stewards
- identifying common signs and symptoms of distressed or injured greyhounds
- identifying greyhounds using approved greyhound signalment
- locating allocated kennels
- observing greyhound and handler during kennelling for compliance with kennelling procedures and other racing protocols
- reading and interpreting workplace documentation, including relevant rules of racing
- relating to people from a range of social, cultural and ethnic backgrounds and with varying physical and mental abilities
- securing kennel in line with security procedures
- verifying kennel allocation procedure for particular race meeting.

#### Required knowledge

- basic industry terminology related to greyhound racing procedures
- communication procedures within the kennel and wider racing industry
- layout of approved race meeting kennel complex
- procedures for conduct of pre and post-race kennelling
- race meeting procedures and protocols
- racing industry animal welfare requirements
- racing industry safety requirements, including safe operating procedures
- rules of racing for greyhounds, including state and local variations relating to kennelling and pre and post-race procedures and animal welfare
- signals and symptoms of injured, distressed or sick greyhounds
- time management for completion of work tasks
- written and verbal report formats and protocols for reporting non-compliance issues to supervisor and stewards.



# Evidence Guide

## EVIDENCE GUIDE

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The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

### **Critical aspects for assessment and evidence required to demonstrate competency in this unit**

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following:

- knowledge of the requirements, procedures and instructions that are to apply when performing kennel attendant duties at race meetings
- implementation of procedures and timely techniques for the safe, effective and efficient performance of kennel attendant race meeting duties
- working with others to undertake and complete race meeting procedures that meet required outcomes.

Evidence should be collected over a period of time using a range of greyhounds of different ages, sexes and temperaments, and at different stages of preparation in race meeting environments.

### **Context of and specific resources for assessment**

Competency must be assessed in a racing workplace that provides access to the required resources. Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints. It is to comply with relevant regulatory requirements or Australian Standards requirements.

Assessment of the practical components of this unit will be by observation of relevant skills.

The following resources must be available:

- a variety of greyhounds and handlers
- materials and equipment relevant to assessing candidate's ability to perform the duties of a kennel attendant at race meetings
- safe handling areas, such as racetracks with racing authority approved kennels and associated facilities
- work instructions and related documentation.

### **Method of assessment**

Assessment methods must satisfy the endorsed Assessment Guidelines of the Racing Training Package.

The suggested strategies for the assessment of this unit

## EVIDENCE GUIDE

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are:

- written and/or oral assessment of candidate's required knowledge
- observed, documented and firsthand testimonial evidence of candidate's application of practical tasks.

Evidence is required to be demonstrated over a period of time, therefore where performance is not directly observed any evidence should be authenticated by supervisors or other appropriate persons.

This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role, for example:

- RGRPSG201A Handle greyhounds.

### Guidance information for assessment

Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).

## Range Statement

### RANGE STATEMENT

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The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the performance criteria is detailed below.

The range statement provides details of how this competency can be used in the workplaces of the racing industry to assess the skills required to perform the duties of kennel attendant at race meetings. Workplaces include greyhound kennels and racecourses, training tracks and public areas.

***Rules of racing*** will include:

- Australian and local rules of racing.

***Responsibilities of kennel staff*** will include:

- advising supervisor and stewards of incidents or non-compliance issues
- allocating kennels according to race club policy
- complying with the rules of racing



## RANGE STATEMENT

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- escorting greyhound and handler to kennel and ensuring handler complies with kennelling protocols and procedures
  - ensuring that kennels are locked securely
  - ensuring that no-one accesses greyhounds without supervisor or steward permission
  - ensuring approved visitors are escorted to and from kennel and that visitors' actions are observed and non-compliant practices are stopped and reported to supervisor
  - escorting greyhound handlers to kennels prior to race marshalling and supervising their actions
  - ensuring greyhounds and handlers are observed during stir-up and empty-out procedures
  - following racing authority protocols and procedures.
- Security of kennels* may include:
- kennels are cleaned and inspected to ensure no foreign matter or materials are present prior to kennelling
  - kennels and race kennel section gates are locked prior to commencement of kennelling
  - kennels are allocated to greyhounds by kennel staff under the supervision of stewards
  - kennels are unlocked, then re-locked as each greyhound is put into a kennel prior to racing
  - race kennel section is locked after all greyhounds have been kennelled and a seal is attached to kennel section lock to prevent and indicate tampering
  - all greyhounds and handlers must be escorted to their kennel by kennel staff
  - kennel design prevents contact with greyhounds and individual kennel area
  - separate kennels are kept for greyhounds selected for swabbing
  - swab kennels have seals as well as locks on section and kennel gates.
- OHS and racing safety protocols and procedures* may include:
- adhering to responsibilities under OHS legislation and workplace practices
  - adhering to responsibilities under national and state codes of practice; federal, state and

## RANGE STATEMENT

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territory legislation; and local government regulations covering animal welfare

- adhering to rules of racing and rules of the race venue
- considering variables that influence behaviour of greyhounds, such as:
  - fences and equipment
  - lure, wind and noise
  - other persons or animals
  - vehicles
- contributing to development of risk control measures
- following safe work practices
- identifying and reporting unsafe work practices
- identifying emergency situations
- understanding individual greyhound behaviour
- using approved gear or equipment
- wearing approved personal protective equipment.

***Identification of greyhounds*** may include:

- coat colour and markings
- ear brand
- race rug colour and number
- racing registration certificate.
- kennel supervisor
- stewards.

***Approval sought for non-scheduled visit to kennels*** will be from:

- types of behaviour indicating general characteristics of a healthy animal that is not distressed by its environment, including:
  - greyhounds are interested in their surrounding
  - greyhounds don't bark excessively or without cause
  - greyhounds rest quietly in their kennel unless reacting to outside stimulus
  - greyhounds don't pant excessively
  - greyhounds don't limp or favour a limb or other part of their anatomy
  - greyhounds don't destroy their bedding or self-mutilate.

## **Unit Sector(s)**

**Unit Sector**                      Greyhound racing code

## **Co-requisite units**

**Co-requisite units**

## **Functional Area**

**Functional Area**                      Racing performance services