



Australian Government

RGRROP303 Perform duties of clerk of course at harness or thoroughbred race meetings and trials

Release: 1

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Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 2.0.

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.

All work must be carried out to comply with workplace procedures, in accordance with applicable state/territory animal welfare and workplace health and safety legislative requirements.

No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Racing performance (ROP)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
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 mount

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.2 Ensure horses are presented clean, well-groomed, sound and in good health 1.3 Clean and ensure horse gear is fitted correctly and is in good repair 1.4 Ensure personal presentation and dress is appropriate to the status of the race meeting or trial and compliant with racing protocols and procedures 1.5 Plan race meeting or trial, ensuring that all activities 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 stewards 2.2 Confirm identification of starters according to procedures 2.3 Escort horses to start 2.4 Assist starter and drivers or riders prior to start 2.5 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 activities 3.2 Monitor and direct racing participants to comply with racing safety protocols and procedures to avoid incidents and injury during racing activities 3.3 Follow racing safe operating procedures in handling, escorting and catching horses to minimise the risk of injury to horses and racing participants 3.4 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 enclosure 4.2 Supervise safe return of horses to stables in line with workplace practices 4.3 Record and report outcomes of any race or trial incidents to starter and/or stewards in a manner that complies with workplace practices

Foundation Skills

This 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.

Skill	Description
Writing	Record and report incidents accurately using clear and appropriate language and racing industry terminology
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
Interact with others	Cooperate with others and contribute to work practices where joint outcomes are expected
Get the work done	- Make routine decisions and implement standard procedures for routine tasks - Address less predictable problems and initiate standard procedures in response, applying problem-solving processes in determining a solution

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

Links

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

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 in this unit must satisfy all of the elements and performance criteria of 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:
 - preparing horse and correct fit of gear and tack
 - personal grooming and presentation
- assisted in the start of races or trials
- assessed and monitored race performance for possible incidents, and initiated effective responses
- assisted in 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.

Knowledge Evidence

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:
 - monitoring 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.

Assessment Conditions

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 individual'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 or other relevant people.

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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