



NATIONAL STEWARD TRAINING PROGRAMME

The aim of Steward Education and Development Programme is to train “more hands on” and practical Stewards to assist with the running of day to day and higher profile regional and national competitions.

Recognition of the importance of the role and the critical integration of these Stewards into the sport must be foremost as well as all aspects of horse welfare and enforcement of the BD Rules.

Probationary/New and Existing Level 1 Stewards

Below is an outline of the expectations and requirements:

- To participate annually in an update course
- Level 1 Stewards to be encouraged to upgrade to Level 2 where appropriate
- The pathway to be simple, educational and beneficial to participants
- Provide our AF and Regional Organisers with a broad base of enthusiastic stewards who understand the rules, the importance of the rules and deliver a consistent, professional service
- BD Stewards must be a paid up member of BD, this can be a Quest Club Membership as a minimum, this is to ensure that Stewards are recognised for their valuable contribution to the sport as a BD Official.

Membership also gives

- Insurance
- Rules and Rule book Updates
- Steward ID Badges
- Code of Conduct
- Legal Cover

Any BD Steward who attends one of our Courses will be given a £15 voucher towards the cost of their membership or membership renewal. One voucher may be redeemed in any one 12 month period only.

The course will take place in one day at a ‘live’ competition. The venues used will be carefully selected based on the facilities, level of competitions run and geographic location.

Aspects to be included and covered will include:

- Theory of Stewarding
- Rules
- Discussion Groups/Concerns and Scenarios
- Practical work with horses/at a competition
- Tack checking and bit checks
- One to One Oral Discussion

Based on the outcome for each candidate, they will then be made Probationary Stewards (if not already on a list).

To then gain 'full' status, depending on the outcome of the Oral they will either go forward to work under an existing Level 2 steward at a minimum of one competition to complete the probation. That Steward will then send a brief report on the candidate steward to Karen Beaumont and Mandy Heath whereupon a decision as to whether this person is taken off probation will be made.

For those on the Lists already this is a CPD day which will take them forward for a further 12 months.

All stewards must demonstrate their involvement with stewarding by recording it in their Logbook and returning this to BD when requested. Stewards must attend at least 2 'dressage' events annually which can be at any BD Affiliated or Official Competition or a Quest Club Competition to remain on the list. Organisers will advise BD of the stewards invited/accepted/declined.

Upgrade Course Level 1 to 2

This course may also be used as CPD for Level 2 Stewards but for Level 1 Stewards to Upgrade.

Level 1 Stewards cannot apply to upgrade for a minimum of 1 year and having worked at a minimum of 4 BD Events.

A specific 'bolt on' course will be available in the autumn to enable those wishing to progress and upgrade to Level 2 to do so.

EXPLANATION OF STEWARD LEVELS

Probationary	Able to work alongside a Level 1 and Level 2 Steward at any event
Level 1	Able to assist Level 2 stewards at any event and also be the BD Supervising Steward at an Area Festival or Quest Club Competition at Regional Level.
Level 2	Can act as a BD Official Supervising Steward at any BD Event including all BD Regional Championships and Premier Leagues.

Venue Feedback

A Level 2 Steward acting as the BD Official Supervising Steward at any BD Event (AF or Regionals, Inter Regionals and Home Internationals) will provide a report (form to be provided by BD) to Karen Beaumont on completion of each show. This report will be reviewed by the relevant BD parties and any actions requiring attention taken care of.

DELIVERY OF THE SYLLABUS

- At a series of workshops across the UK at appropriate competitions and venues agreed in conjunction with BD and RDO's. Courses delivered by a nominated BD Official in conjunction with the locally based RDO who will assist with the promotion of the event to their local membership and interested parties.