



# Judge Education Portfolio

FAQs

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### **Who is the new Judge Education system for?**

The new Judge Education system is for Trainee Judges' that hope to join the judging panel and for existing judges' that are hoping to upgrade their current listing. You can also complete the new system modules and training for your own professional development if you so wish too.

### **What is the Non-Technical Portfolio?**

The Non-Technical Portfolio has been produced to encourage judges to develop their knowledge and in the case of those more experienced judges to refresh their knowledge. You can record evidence and track your progress throughout the programme. The portfolio will also help to develop valuable reflective ability whilst supporting the content delivered in the workshops.

### **Why is it called the 'Non-Technical' Portfolio?**

The Non-Technical Portfolio cover the roles and responsibilities of judging but doesn't cover the elements of judging tests at the relevant levels.

### **Who needs to complete the portfolio?**

All judges that wish to join the judges list for the first time or upgrade for the first time in this new system must complete the portfolio and the content covered in all Non-Technical modules once.

### **What modules does the Non-Technical Portfolio cover?**

All Non-Technical modules are included in the portfolio:

Module 1: Rules and Responsibilities

Module 2: Personal Attributes

Module 3: The Judging Process

Module 5: Safety and Safeguarding

Module 6: Judging as Part of a Panel

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### **What activities are included in the portfolio?**

The portfolio contains a variety of tasks and activities which include self-reflective tools, creating a personal action plan, explaining your judging philosophy, skill reviews for judging practise and self management. There are also questions which cover the Non-Technical modules. Please refer to the self-directed learning guidance document for further information.

### **Can I pass or fail the Non-Technical Portfolio?**

The portfolio is not an exam or a document to be assessed on. The portfolio has been designed for you to provide evidence and track your own progress throughout the judging programme. The portfolio will need to be signed off to confirm that workshops have been attended and all necessary activities have been completed by the candidate, but the portfolio will not be marked or graded like an examination, the written tasks are a reflection and personal to the individual judge.

### **Which Non-Technical Portfolio pages are required to be completed and how do I submit them?**

- Page 5: Code of Conduct sign off
- Page 12: Self analysis
- Page 14-17: Skills review
- Pages 20-23: Self reflection
- Pages 25-26: Judging philosophy
- Pages 27: Personal action plan
- Pages 28-29: Safeguarding and safety
- Pages 30-31: Judging as part of a panel

You can submit these electronically by uploading them to your Cloudtrainer profile in the relevant upload section, or you can post the hard copies to us at head office.

You are required to have all pathway activities signed off two weeks prior to coming forward to a final assessment.

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### **What are the Non-Technical Workshops?**

Throughout the programme, you will be required to attend two workshops to cover the Non-Technical Modules (1,2,3,5 & 6). These workshops will be delivered by a Judge Educator who will deliver the content to cover the Non-Technical Modules as well as helping to support completion of your portfolio.

Non-Technical Workshop 1 covers module 1 & 2, and Non-Technical Workshop 2 covers modules 3, 5 & 6. Both workshops are 2 hours in length and delivered via Zoom. Once you have attended a workshop, you will be required to complete 'Knowledge Check' questions through your Cloudtrainer account to refresh your understanding of the content delivered to you.

### **What is the Technical Module 4?**

This module focuses on the technical requirements of the level you are working towards. Criteria for this module includes: scales of training and way of going at the level, requirements of the movements at the level, requirements and execution of transitions at the level. The meaning and purpose of collective comments. The application of the appropriate mark and remark for each movement and the collectives and requirements for the rider at the level.

### **What is included in the self-directed learning activities at each level (Module 4)?**

**Sitting in** - for a minimum of 30 horses with 2 different judges (all judges)

**Writing** - for a minimum of 20 horses with 2 different judges (fast trackers and Trainees only)

**Practice judging** - 20 practise tests, with 10 being reviewed by a Tutor Judge (all judges)

**Observing training** - 2 sessions of a minimum of 2 hours each (all judges)

### **Can I pass or fail the self-directed learning activities (Module 4)?**

The self-directed learning is to encourage you to get an understanding of the requirements and responsibilities of judging at the level. For the practise judging activity, you are required to achieve a 'competent' outcome from the Tutor Judge who has reviewed your sheets for this to be signed off. If you receive a 'not yet competent' outcome, you will be advised in your feedback form on how many further sheets you are required to complete and re-submit for review.

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### **How do I organise these self-directed learning activities?**

We have a [self-directed learning guidance document](#) which provides all information about organising these activities.

### **How do I submit my completed self-directed learning activities sign off sheets?**

You can submit these electronically by uploading them to your Cloudtrainer profile in the relevant upload section, or you can post the hard copies to us at head office.

You are required to have all pathway activities signed off two weeks prior to coming forward for a final assessment.

### **What is the final online assessment?**

We have a separate information document detailing the process and requirements for the final assessment which is [available here](#).

### **How do I sign up to the Judge Education system and receive the portfolio?**

You will be required to register through the [Horse Monkey booking page](#) for the new Judge Education System. Registration is £30 and this will include setting up an account with the online platform 'Cloudtrainer' to access an electronic version of your portfolio. You will have 2 years from the date of registration to complete all modules and come forward for a final assessment.

### **How will I access the portfolio?**

Once you have registered for the new system through Horse Monkey and we have processed your registration, you will receive an email from us & an invitation email with instructions to create an account through the online platform 'Cloudtrainer'. You will be able to download the portfolio through the platform. The portfolio can either be printed off to be written into or can be filled in on your computer if you have access to Adobe software. Once you have completed the portfolio, you will be required to re-upload the document onto 'Cloudtrainer' to be signed off. Once you have an account you can also download all relevant resources for your pathway.

You will also receive a hard copy folder with all portfolio inserts through the post from us. We hope this will form your judges' handbook as you progress through your judge education and future upgrades.

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### **What are the pre-requisites for the new Judge Education system?**

If you have registered as a Trainee Judge after 10 August 2020, you will be required to fulfil the below pre-requisite:

In order to be eligible to undertake an online assessment, candidates entering the new Judge Education system have achieved three scores at 62% or above at affiliated Novice level dressage or affiliated Novice horse trials or in the relevant para grade tests.

OR

To have achieved 2 Novice scores of 65% or above at BD Freestyle affiliated competitions.

### **Which pathway would I be following if I registered for the Judge Education system?**

**I am a Trainee, I have paid the registration fee, attended an induction session and I am interested in joining the Judge Education system to become listed:**

New Judge Pathway

**I am listed judge that is interested in upgrading in the Judge Education system for the first time:**

Existing Judge Pathway

**I am a listed judge that is looking to complete their second upgrade in the Judge Education system:**

Upgrading Judge Pathway

[Please click here for all pathway documents](#)

### **Will I be able to fast track in the new system?**

Yes. we have fast tracking options that will support the new system: Fast Tracking Pathway

Please refer to the current [education policy](#) for fast tracking criteria.



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Please visit our '[Judges Updates](#)' & '[Judge Education System](#)' website pages for current information.

If you have any questions regarding the Judge Education system, please contact the Training & Education team [officials@britishdressage.co.uk](mailto:officials@britishdressage.co.uk)





[britishdressage.co.uk](http://britishdressage.co.uk)