



(Licensing Dept: 045-445605)

Date:

Dear Sir/Madam,

Thank you for your enquiry. Enclosed is an Application Form and Syllabus for the **Practical Assessment and Pre-Qualified Riders Course**.

However, before making a formal application, the Licensing Committee advise you to read these documents ***carefully*** and make yourself fully aware of what is involved. If you are in any doubt whatsoever, you should contact the Licensing Department at the I.H.R.B. before committing yourself to any expenditure.

LICENCE TYPES

Applicants applying for a Category (A1) must be 16 years old and those applying for a Category (A3) must be 17 years old.

- (A1) = Irish National Hunt Flat Races (Bumpers) only and flat races in which Qualified Riders under Rule 135 are permitted to ride
- (A3) = (A1) + Point to Point Steeplechases

ASSESSMENT & COURSE

1. Prior to being accepted on the Course, all Applicants should submit to a Practical Test/Assessment (see attached syllabus) to ascertain the level of their abilities. This assessment will take place at R.A.C.E. on a designated date. **A minimum pass mark of 60%** should be achieved in order for you to qualify to complete the Course.

If, in the opinion of the assessors, candidates who are unable to competently carry out the tasks they will NOT be permitted to progress to the next stage of the assessment.

2. Should you fail to attain the required pass mark, an instruction will be issued by the Licensing Committee in order to achieve the required level in the future and this instruction **will be binding**.

The following guidelines will apply:-

- | | | |
|-------------|---|--|
| 60% | = | Pass mark |
| 51 – 59% | = | 3 months before applying for reassessment |
| 41 – 50% | = | 6 months before applying for reassessment |
| 31 – 40% | = | 9 months before applying for reassessment |
| 30% or less | = | 12 months before applying for reassessment |

3. The assessment will be conducted by two Instructors from R.A.C.E. and one

I.H.R.B. Racing Official. In the event of divided opinion, R.A.C.E. will have the deciding vote. The results of your assessment will be sent to the Licensing Committee at the I.H.R.B. who will then inform you in writing if you have been successful in obtaining a place on the course.

4. The Assessment and Course will be held over 2 days at the Racing Academy & Centre of Education (R.A.C.E.) in Kildare Town and the maximum number of candidates for Assessment will be **16** and Applications will be accepted on a first come first served basis. **However, a minimum of 12 applications is required in order for the assessment and course to proceed.**
5. All elements of the course should be completed. Failure to attend all lectures may result in the entire process being repeated. The use of **Mobile Phones** during lectures is strictly prohibited.

N.B. The completion of the Practical Assessment and the Course does NOT guarantee the issuing of a licence. This decision will be determined by the Licensing Committee.

EXEMPTIONS

Persons who have held a Licence and have successfully completed a similar course in another recognised jurisdiction, may be exempted. However, applicants should discuss their individual case with the Licensing Committee who will require your claim to be supported with documentary evidence.

EXPERIENCE

Each application will be judged on its merits, however in most cases, Category (A1) or (A3) will be granted to those persons who are applying for the first time.

REFERENCES

The applicant must list the names of two **current** Irish based Trainers on their application who will verify both your "competence and character".

MEDICAL EXAMINATION

ALL applicants should submit to a Medical Examination by an I.H.R.B. Doctor. This service is free of charge. Applicants must attend one of the doctors from the list below in advance of any licence being issued.

All applicants should be familiar and conform with the "*Medical Standards for Fitness to Ride*" (booklet enclosed). If you do not meet this criteria, you will not be eligible to be licensed. This should be borne in mind before submitting your application.

For some time prior to 1987, the Stewards of the I.N.H.S. Committee had become increasingly aware of the need for insurance cover of some kind for Qualified Riders.

Having studied the Amateur Riders Accident Fund in Great Britain, and having consulted a number of Insurance Brokers, the Stewards decided to establish a Fund which they themselves would totally control and which would run on lines similar to the Jockeys Accident Fund.

Following discussions with the Owners Association and the Qualified Riders Association, the Qualified Riders Accident Fund became a reality on January 1st, 1987 and was extended to cover Point-to-Point riders on January 1st, 1988.

The constitution of the Q.R.A.F. is given in detail in the current Rule Book. As and from 1st July, 1999 automatic membership of the Qualified Riders Association is included in the Qualified Riders Licence Fees.

MINIMUM NUMBER OF RIDES

All categories should have a minimum of **3 rides per annum** which may include Point to Point rides. If not, your Licence will be reviewed by the Licensing Committee in advance of the renewal for the following season. Such review, at the discretion of the Licensing Committee, may include a further assessment at R.A.C.E.

QR UPGRADING SYSTEM

Applicants should have a minimum of 10 rides before consideration will be given for an upgrade from **(A3) to (B)** and a further 10 rides before consideration will be given to upgrade from **(B) to (C)**. It will not be possible to upgrade from (A3) to (C). Applicants for Category (B) will only be considered on the basis that you have ridden in point to points. This may be reviewed upon proven ability.

(B) = Those races listed under (A3) plus Hunterchases and Hurdles & Chases confined to Qualified Riders.

(C) = Those races listed under (A3) and (B) plus 21 races open to professional jockeys, other than on horses owned by their immediate family and I.N.H. Flat races (Bumpers) in any **one season**.

All upgrade applications are considered and approved by the Licensing Committee.

Holders of Category (C) licences may apply for special permission to ride in races under the Rules of Racing against Professional Riders. Such permission if granted, will be confined to Family Owned and Trained horses only (ie. Those horses which are the sole property of himself, or his wife (or in the case of a woman, herself or her husband), mother, father, brother, sister, son or daughter or in a partnership between such person.

Applicants who have not renewed their licence **for more than 5 years** should repeat the process of course and the assessment in full.

QUALIFIED RIDER TO PROFESSIONAL

Applicants should have a minimum of **20 rides** as a Qualified Rider, although this may be reviewed upon 'proven ability', in which case a restriction to a nominated trainer may be applied. If successful, they must have a minimum of **3 rides** per annum. If not, they will be referred to the Licensing Committee before renewal of the licence is considered. They will also be required to complete a formal application form and an interview with the Licensing Committee.

PROFESSIONAL TO QUALIFIED RIDER

Holders of Professional Licences who wish to revert to Qualified Rider status are permitted to do so on a once off basis only. This is subject to a maximum of **25 wins**. A rider may not revert to amateur rider status on more than one occasion (Rule 136).

TEXT MESSAGING

This is a service whereby all Notifications, Results of Inspections, Postponements, Abandonments and other relevant information is sent directly to your Mobile Phone as soon as the information becomes available. This has proved to be a very useful and helpful service to all its subscribers.

CHECK LIST OF WHAT TO SUBMIT WITH YOUR APPLICATION

1. Application Forms, completed (in full) and duly signed (in the box provided) including details of your experience.
2. Original Birth Certificate (not a photocopy)
3. Medical Questionnaire, fully completed and signed. Section B must be completed by your GP.
4. 2 Passport sized photographs (signed on the back)
5. If you are travelling from outside Europe your application must be accompanied by a copy of your "Work Permit".
6. Text Messaging Application Form (optional)
8. The appropriate fees. **Cheques, Postal Orders, etc. should be made payable to the Irish Horseracing Regulatory Board.**

To avoid unnecessary correspondence and delay, kindly ensure that the enclosed application forms are completed in **FULL**, whether some of the questions are applicable or not, and that the above list of submissions are attached, otherwise applications will not be considered.

If applicants have any difficulties, they should not hesitate contacting The Licensing Department at the Irish Horseracing Regulatory Board, The Curragh, Co. Kildare.
Tel: 045-445605/Fax: 045-445601.

Finally,

During the Course, **Marianne Waters** from the Licensing Department will be on hand at certain times to answer or explain any queries you may have and I sincerely hope you find it both rewarding and enlightening.

Yours faithfully,



Clodhna Guy
Head of Licensing, Legal & Compliance

COMPLETED FORMS MUST BE RETURNED BY: _____

NEXT ASSESSMENT DATE: _____

NEXT COURSE DATE: _____



**INDUCTION COURSE FOR FIRST TIME APPLICANTS FOR
QUALIFIED RIDERS PERMITS**

Duration : 1½ days

Timetable – DAY 1 (Half day)

It is imperative that you are suitably dressed for this assessment. This includes a helmet & back protector suitable for use on the racetrack, long/short boots (small/thin race riding boots are not acceptable), jodhpurs or jeans (racing britches are not suitable) and a whip. Please refer to the attached standards.

If a candidate is missing an item of equipment, they will be unable to progress to the next stage of the assessment.

1.15pm Registration / Introduction to Course/ Equipment Check

1.30pm

Tack Up Horse

- Bridle with either cavesson or dropped noseband
- Exercise Saddle
- Saddle Cloth
- Saddle Pad
- Number Cloth
- Martingale
- Correctly fitted brushing boots

NB: If, in the opinion of the assessors, candidates are unable to competently carry out the above tasks they will not be permitted to progress to the next stage of the assessment.

2.15pm

Riding and Schooling Assessment

- Warm up in walk
- Warm up in Trot
- Trot on Gallops
- Canter on Gallops – in single file, keeping five lengths apart, in control at all times
- Schooling over Fences (optional)
- Warms down in walk

NB: If, in the opinion of the assessors, candidates are unable to competently carry out the above tasks they will not be permitted to progress to the next stage of the assessment.

Candidates will then be asked to put their horses away after the assessment to include the following actions:

- Untack horse
- Tie up horse
- Tie up bridle correctly
- Put away all tack correctly
- Groom horse to remove all sweat marks
- Pick out horses feet

3.30pm

Racehorse Simulator

- Balance/Fitness › Canter & gallop for approx. 3 minutes
- Position
- Style
- Hand Skills › Hold reins correctly in single or double bridge
Change hands.
- Whip Use › Carry whip in both hands
› Change whip into different hands
Comfortable use of whip in both hands
- Ability to ride a finish

Weight: Less than 11 stone 7lbs.

4.30pm

Assessment Ends

Should you fail to attain the required pass mark, an instruction will be issued in writing by the Licensing Committee to you in order to achieve the required level in the future and this instruction will be binding. The following guidelines will apply:-

60%	=	Pass mark
51 – 59%	=	3 months before applying for reassessment
41 – 50%	=	6 months before applying for reassessment
31 – 40%	=	9 months before applying for reassessment
30% or less	=	12 months before applying for reassessment

Timetable – DAY 2

The running order of the day may be subject to alteration at the discretion of the organisers, but the content should remain unchanged.

9.30am	Registration & Briefing
9.45am	Rules & Regulations Lecture
11.15am	Coffee Break
11.30am	Health & Safety Lecture
12.30pm	Licensing Procedures:- Categories of Licence/Upgrading/Injured Riders List/ Concussion Testing Presentation of Certificates
12.45pm	<i>Lunch</i>
1.30pm	Weigh room procedures and weight recording @ the Weigh Room

Ends

Attire:

- a. For riding – helmet, goggles, gloves, back protector, boots and jodhpurs.
- b. Long boots or boots and chaps required for racehorse simulator
- c. Neat dress required for lectures

INSTRUCTIONS, ORDERS AND NOTICES

SKULL CAPS

The only Skull Cap pattern approved by Directors of the IHRB is the one constructed to meet one of the following specifications: PAS015:2011, SNELL E2016, VG1 01.040 2014-12, UTAC/CRITT 04/2015 and it must fulfil the following criteria:

- (a) Have a CE marking.
- (b) Be in a serviceable condition
- (c) Have a full liner made of polystyrene or similar impact absorbent material.
- (d) Must not have a chin cup, cradle or draw lace.
- (e) The chin strap must pass under the jaw and be attached to the harness by a quick release buckle. Metal hooks are expressly forbidden.
- (f) Must be of the correct size for the individual Rider; the face harness must be correctly adjusted and the chin strap fastened at all times when mounted on a horse.

Riders should also note that as Skull Caps are designed for "single impact only" any Skull Cap which has been subjected to a severe impact or has been worn by a Rider suffering concussion should not be regarded as serviceable and should be replaced.

BODY PROTECTORS

The Directors of the IHRB, having consulted with the IHRB Medical Officer, have ordered that under Rule 198 (v), the minimum standard that Body Protectors must meet is EN13158:2009 Level 2. There must not be an attachment between the Body Protector and the saddle or girths. The Directors of the IHRB require that Body Protectors must be worn with a harness (crotch strap) in all races. Body Protectors must not be modified in any way and must be in a serviceable condition.

CHIN STRAPS

In addition to wearing a Skull Cap and Body Protector of a pattern approved by the Directors of the IHRB, all riders when mounted on horses must have their chin straps properly adjusted and fastened at all times. Failure to comply with the above order may result in disciplinary action being taken by the Stewards.

STIRRUP IRONS

The Directors of the IHRB have ordered that Rule 198 (iii) (b), only stirrup irons which have been manufactured from aluminium, carbon fibre, steel, technopolymer or titanium may be used.

WHIPS AND SPURS

A whip shall not be used in a race unless it conforms to the following specifications and has been approved in advance by the Directors of the IHRB.

1. Riders may only use the air-cushioned whip conforming to the following specifications:
 - the maximum length (including flap) shall not exceed 70 centimetres
 - there shall be no binding within 17 centimetres of the end of the flap
 - the minimum diameter for a whip shall be 1 centimetre
 - the overall weight shall not exceed 160 grams
 - the contact area of the shaft shall be smooth, with no protrusion or raised surface, and covered by shock absorbing material throughout its circumference such that it gives a compression factor of at least 6 millimetres
 - the downward vertical tip deflection, caused by a 1 kg mass located 57cm from the clamped end of a riding whip, shall be between 12-15cm 2.
2. The use of worn whips is prohibited
3. The use of the whip in the following circumstances is forbidden:-
 - (a) The hitting of a horse in front of the saddle while the whip is held in the forehand position, unless exceptional circumstances prevail.
 - (b) The unnecessary hitting of a horse after its chance of winning or being placed is clearly gone.
 - (c) The unnecessary hitting of a horse that clearly has its race won or has obtained its maximum placing.
 - (d) The hitting of a horse after the Winning Post has been reached.
 - (e) The hitting of a horse other than down the shoulder or on the hind quarters.
 - (f) The hitting of a horse with excessive force or frequency.
 - (g) The use of the whip with the arm above shoulder height 274 4.
4. Having used the whip the rider should give his mount time to respond. When deliberating whether there was improper use of the whip in relation to "excessive frequency" the Stewards may take into consideration;
 - (a) the rapid use of the whip without regard to the stride of the horse and/or
 - (b) whether the number of hits was reasonable and necessary over the distance they were given, taking into account the horse's experience.
5. The Directors of the IHRB have instructed the Stewards to bring before them any Rider who appears to have used the whip in any of the forbidden ways. If the Stewards are satisfied that a breach has occurred, then the matter will be dealt with in accordance with Rule 14(i) and (ii).
6. Where Stewards are satisfied that riding instructions given by Trainers or Owners have contributed to a breach of these Regulations, then such persons will be liable to disciplinary action in accordance with Rule 14(i) and (ii).
7. In the investigation of alleged breaches of this Regulation, it is recommended that the Veterinary Officer be asked to clinically examine the horse.
8. The use of spurs while riding in a race is absolutely forbidden.



I.H.R.B. TEXT MESSAGING SERVICE

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The renewal fees for the period from **1st September 2017 to 31st August 2018** are as follows:

Level 1 €120 Postponements, Abandonment's, Cancellations, Results of Inspections, Going Reports on the morning of all declarations and other relevant information.

Level 2 €70 Postponements, Abandonment's, Cancellations, Results of Inspections ONLY.

I wish to subscribe / renew (*Delete as appropriate*) to the I.H.R.B. Text Messaging Service:-

Name: _____

Address: _____

Mobile Phone No:- _____

IF YOU WISH TO SUBSCRIBE TO THIS SERVICE PLEASE INDICATE LEVEL BELOW AND RETURN

Please Tick Box

Level 1 €120

Level 2 €70

I hereby authorise you to debit my Horse Racing Ireland account for the above subscription.

Signed: _____ **Date:** _____

HRI Account No. _____

The relevant fee will be debited from your HRI account. It is your responsibility to ensure your HRI account has sufficient funds to cover this cost, otherwise your application cannot be processed.