

The Farriers Registration Council



Established under the
Farriers (Registration) Act 1975

GUIDE TO ENTERING FARRIERY TRAINING AS AN APPRENTICE IN GREAT BRITAIN

Issued by:

The Farriers Registration Council
14 Swan Court
Forder Way
Cygnet Park
Hampton
Peterborough
PE7 8GX

Tel: 01733 319911
Email: frc@farrier-reg.gov.uk
Website: www.farrier-reg.gov.uk

Issue Date: 26 June 2019 (reviewed 21 April 2021)

Context

This Guide is written in accordance with:

- The Farriers (Registration) Act 1975¹ as amended by the Farriers (Registration) (Amendment) Act 1977 and the Farriers (Registration) Act 2017
- The Register of Farriers and Registration Policy and Procedures

The profession of farriery is regulated throughout Great Britain (GB) (England, Scotland and Wales) by the Farriers Registration Council (FRC); regulation is inclusive of the Isle of Wight and the Scottish and Welsh Islands. Regulation is **not** inclusive of Northern Ireland, The Isle of Man or The Channel Islands.

The contents of this Guide set out the prescribed terms and conditions for any person wishing to commence the Apprenticeship in Farriery as a path to registration in the Register of Farriers. This Guide also sets out information for members of the Armed Forces undertaking Farriery training in the British Army and who may wish to seek entry to the Register of Farriers upon Qualification.

INDEX

<u>Page No</u>	<u>Contents</u>
4	Background
4	Requirements for Registration in GB
4	UK Applications for Registration
4	The Apprenticeship in Farriery
5	Enrolment on the Apprenticeship
6	College Farriery Faculty Contacts
6	Visas
6	Funding / Apprenticeship Fees
6	Fitness to Practice
7	During the Apprenticeship
7	Completion of the Apprenticeship
8	How your Information Will be Used
8	Appeals
9	Warning
10	British Army Farrier Training
11	Fees

Background

1. The practice of farriery throughout GB (England, Scotland and Wales) is regulated under the Farriers (Registration) Act 1975, which requires all persons engaged in farriery to be registered with the Farriers Registration Council (FRC). It is a criminal offence to shoe horses (including your own) or engage in farriery in GB while not registered as a farrier; to do so may render an offender liable to criminal prosecution. A conviction carries a fine of up to £1,000, plus costs and will result in a criminal record.
2. Farriery is defined in Section 18 of the Farriers (Registration) Act 1975 as:

“any work in connection with the preparation or treatment of the foot of a horse for the immediate reception of a shoe thereon, the fitting by nailing or otherwise of a shoe to the foot or the finishing off of such work to the foot.”

Requirements for Registration in GB

3. The FRC’s prescribed course of training for registration purposes under Section 7(1)(b) of the Farriers (Registration) Act 1975 is an Apprenticeship in Farriery, including periods of block release college training, on the job training with an Approved Training Farrier (ATF), completion of an End Point Assessment (EPA) and award of the Diploma of the Worshipful Company of Farriers (DipWCF) Qualification.
4. The Apprenticeship is currently delivered within GB by three Colleges (Herefordshire, Ludlow and North Shropshire College, Myerscough College and Warwickshire College Group), and further details about the Apprenticeship may be obtained from any of the Colleges.
5. In addition to the educational entry requirements, Enrolled Farrier Apprentices are expected to uphold the reputation of the profession of Farriery throughout the duration of their apprenticeship training. Failure to maintain good conduct throughout the Apprenticeship may impact the ability of a candidate to join the Register of Farriers on completion of their training **(See ‘Fitness to Practice’ on Page 6)**.

Applications for Registration

6. The Registrar has delegated authority from the Council to maintain a list of those entitled to practice farriery during the course of an apprenticeship or training.
7. Applications for registration may be made by persons who;
 - a) have completed such conditions as to an apprenticeship or training, or both, as the Council may prescribe **(see ‘Requirements for Registration in GB’ above)**;
 - b) have completed a course of training as a farrier within The British Army and passed a prescribed examination;
 - c) have at any time completed the current requirements for registration, but not previously registered with the Council.

The Apprenticeship in Farriery

8. Under the Farriery Apprenticeship Scheme each intake has a limited number of places. College Admission Teams will be able to offer advice on the application cut-off date for any intake. The apprenticeship is a popular Apprenticeship Scheme and potential candidates are advised to approach colleges early to avoid disappointment and delays in commencing their training.

Enrolment on the Apprenticeship

9. Candidates must ensure they meet the current Apprenticeship 'Entry Requirements' in force at the date of application (**see'** <https://www.farrier-reg.gov.uk/entry-requirements-for-the-apprenticeship-in-farriery>')

 - Candidates are encouraged to engage early with the Admissions Team at an approved College to determine if they are eligible for the Apprenticeship.

10. Candidates must identify an ATF who is willing to offer them paid employment as part of an Apprenticeship.
 - A list of ATFs is published on the FRC website (<https://www.farrier-reg.gov.uk/find-a-farrier>).
 - Candidates are advised that it may be necessary to look outside their local area for an ATF, and that it may be necessary to live away from home during the Apprenticeship. The professional relationship between the ATF and the apprentice is key to success and it is important for candidates to find an ATF with whom they can work for the duration of the apprenticeship.
11. Once a candidate has identified an ATF and confirmed that they meet the Entry Requirements, the candidate should request an Apprentice Enrolment form from the College they wish to attend.
12. The Apprentice Enrolment form and associated documentation should be completed jointly by the candidate and the ATF and returned to the selected college or colleges for their consideration.
13. The selected College will check the application, entry certification requirements and identification details. If accepted, the College will forward the completed application form and all supporting documentation with the payment form to the FRC.
14. Upon receipt of the completed application documentation from the College, the FRC will enrol the apprentice and process the payment.
15. Once an Apprentice has been successfully enrolled, an Apprentice Farrier Identification Card will be issued to the apprentice to confirm they are an Apprentice and eligible to carry out farriery under the supervision of an ATF, in accordance with Section 16 of the Farriers (Registration) Act 1975.

College Farriery Faculty Contacts

16.

<p><u>Herefordshire, Ludlow and North Shropshire College</u> School of Farriery Centre for Rural Crafts Holme Lacy Campus Holme Lacy Hereford HR2 6LL</p> <p>Tel: 01432 870316 www.hlcollege.ac.uk</p>	<p><u>Myerscough College</u> Myerscough Hall Bilsborrow Lancashire PR3 0RY</p> <p>Tel: 01995 640611 www.myerscough.ac.uk</p>	<p><u>Warwickshire College Group</u> Moreton Morrell Campus Moreton Morrell Warwick CV35 9BL</p> <p>Tel: 0330 135 6434 www.warwickshire.ac.uk</p>
---	--	---

Overseas Applicants - Visas

17. Applicants from Overseas countries are advised to ensure they have the necessary visa to undertake paid employment or study in the UK prior to making any application. College admission teams may require evidence of this prior to commencement of training.

Funding / Apprenticeship Fees

18. College Admissions Teams will be able to provide guidance on training fees and availability, if any, of Government funding; this will be dependent upon the individual circumstances of applicants.

Fitness to Practice

19. Apprentice farriers may put their registration in the Register of Farriers once qualified at risk if they demonstrate inappropriate behaviour, behave unprofessionally or bring the farriery profession in to disrepute at any time during their apprenticeship.
20. ATFs and training providers have a responsibility to address any potential fitness to practice concerns in their apprentices. This is necessary because apprentices are the future of the profession, they will work with equines and come into contact with the public during the course of their training.
21. It is not possible to provide an exhaustive list of behaviours expected of an Apprentice Farrier; the '***Farrier, Approved Training Farrier and Apprentice Code of Professional Conduct' (Part 3)*** sets out broad principles expected of apprentices in the context of three areas – people, private and student life, and practice.
22. Applicants are advised to read the '***Farrier, Approved Training Farrier and Apprentice Code of Professional Conduct'*** in advance of making an application for an Apprenticeship.

During the Apprenticeship

23. During the Apprenticeship, Enrolled Apprentices must:
- Remain under Articles of Apprenticeship – this includes continuous employment by an ATF the terms of which are to be set out in a written employment agreement, and a valid College Learning Agreement. Apprentices must notify their parent college and the FRC immediately of any relevant changes in their circumstances.
 - Maintain enrolment on the FRC Enrolled Apprentice List; this includes an annual enrolment fee payable to the FRC by apprentices (**see 'Fees' page 11**). An Apprentice farrier is liable to be removed from the Enrolled Apprentice List for non-payment of their enrolment fee.
 - Comply with the requirements of the '**Farrier, Approved Training Farrier and Apprentice Code of Professional Conduct**' (this publication is available to view at <https://www.farrier-reg.gov.uk/code-of-professional-conduct> and the terms of the College Learning Agreement.
 - If at any point during the Apprenticeship an Apprentice ceases to be employed by an ATF, or their College Learner Agreement is discontinued for any reason, the apprentice will be removed from the Apprenticeship and any associated public funding will cease.
24. Enrolled Apprentices are invited to voluntarily complete an Annual Return to include: up to date contact details and details of any criminal convictions or police cautions that are not deemed as spent for the purposes of the Rehabilitation of Offenders Act 1974.
25. Reports received concerning alleged unprofessional conduct by Enrolled Apprentice Farriers, including unspent criminal convictions, will usually be referred to the appropriate College for action under the college's disciplinary procedures.

Completion of the Apprenticeship

26. Upon completion of all elements of the Apprenticeship, successful candidates will be invited to register in the Register of Farriers (**see 'Guide to Registration for Farriers Qualifying in GB and in the British Army'**).
27. Enrolled Apprentices are responsible for ensuring they complete the terms of their employment agreement with their ATF.
28. Registered Farriers are regulated by the FRC and are expected to conduct themselves in accordance with the requirements set out in the '**Farrier, Approved Training Farrier and Apprentice Code of Professional Conduct**'. The Code describes the principles of good farriery practice, standards of competence, care and conduct expected of Registered Farriers in all aspects of their professional work. Breaches of these rules may result in farriers being removed from the Register of Farriers. Farriers should also be aware of and comply with other relevant national legislation, including the Veterinary Surgeons Act 1966 and the Animal Welfare Act 2006.
29. All Registered Farriers are required to;
- pay an annual Retention Fee to maintain their registration
 - to submit an annual return of up to date contact details, confirmation that they hold professional (business) indemnity insurance and details of any criminal convictions or police cautions that are not deemed as spent for the purposes of the Rehabilitation of Offenders Act 1974

- to carry out Continuing Professional Development (CPD) and to continue their professional education by keeping up to date with the developments in farriery, and to keep their knowledge and skills up to date throughout their professional career

30. **Criminal Offences and Serious Professional Misconduct.** If an applicant fails to declare unspent convictions or cautions received during or prior to their Apprenticeship, these may later be considered as possible Serious Professional Misconduct (SPM) by the FRC once the applicant has registered. In these circumstances a Registered Farrier may be referred to the Council's Investigating Committee and Disciplinary Committee. The Disciplinary Committee has the ultimate power to remove a person from the Register of Farriers if it concludes that the profession has been brought into disrepute. It is, therefore, extremely important that Enrolled Apprentice Farriers are honest and open with the FRC throughout their Apprenticeship so that guidance may be given on possible outcomes for their subsequent registration in the Register of Farriers.

How your Information will be used

31. During the Apprenticeship, at the point of enrolment, your name, address, date of birth, ATF employer details and selected college will be recorded by the FRC within the 'Enrolled Apprentice List' held electronically on the FRC database, and in hard copy on personal files. This data is for the use of the FRC only and is not shared with any other third party.
32. After completion of the Apprenticeship, at the point of registration, your name, address, qualifications, telephone numbers, e-mail address, website (where given) will be entered within the FRC Register of Farriers. The Register is made available in an abbreviated format on the FRC website and on initial registration your name, qualification and abbreviated postcode will be published in the FRC publication, The Farriers Bulletin.
33. The FRC is registered with the Information Commissioner in the UK as a "Data Controller" in accordance with the provisions of the General Data Protection Regulations (GDPR) and the Data Protection Act (DPA) 2018.
34. The FRC will treat all your personal details confidentially in accordance with GDPR and DPA 2018. You should be aware that if the FRC is requested to release your details by any regulatory or government authority investigating suspected unlawful activities, the FRC is entitled make such a disclosure.
35. Personal data will not be kept longer than is necessary for the purpose of regulation of farriery; data will be destroyed or erased from FRC systems when it is no longer required and in accordance with our Retention of Records Policy.
36. A copy of your personal information held by the FRC may be requested. If it is incorrect we will correct it as soon as we receive appropriate notice or other evidence from you in writing.

Appeals

37. An appeal against a decision made by the Registrar in respect of an application made under the procedures set out in this Guide should be submitted to the FRC's Registration Committee by writing to the Registrar of the FRC stating the reasons for appeal. An appeal must be lodged within fourteen 14 days of the date on the notification letter informing an applicant of a decision by the FRC. Any appeal against failure to be admitted to the apprenticeship is to be submitted to the relevant college in accordance with the colleges' admissions policy and procedures.

Warning

38. Applicants may not engage in farriery in GB until they have been notified in writing that they have been entered on to the Apprenticeship. To engage in farriery lawfully applicants must have signed a Learning Agreement with the college they are attending, have signed an employment agreement with their ATF and be enrolled as an Apprentice with the FRC.

British Army Farrier Training

39. The British Army delivers its own bespoke programme of farriery training for serving Armed Forces personnel. Trainee Farriers in the Army are required to work towards completion of the 'Certified Military Farrier' (CMF) Course.
40. While undertaking training as serving members of the Army, candidates are held accountable in relation to their professional conduct under the Armed Forces Act 2006, and various Army General Administrative Instructions (AGAIs).
41. On successful completion of the CMF course and award of the Diploma of the Worshipful Company of Farriers (DipWCF), candidates may apply for registration and entry to the Register of Farriers; in doing so they are required to meet the same requirements in relation to professional conduct and compliance expected of civilian Registered Farriers (**see paragraphs 28-30**)

FEES (as at 1 January 21)

(Fees are reviewed annually)

42. The preferred method of payment for application fees is by electronic payment. Payments may be made by either Credit/Debit card over the telephone, BACS (bank transfer) or via the FRC website (Sage Pay). The following fees are indicative and are subject to change. Other fees may be payable for training dependent upon the circumstances. Considerable expense can be incurred in processing applications and the FRC reserves the right to impose additional fees in individual cases if the costs are higher than normal.

- **Enrolled Apprentice List Fee** **£27.00 per annum**
(or £22 if paid by Direct Debit)

This is the initial and annual fee for admission within the FRC Enrolled Apprentice List, it is payable in advance, annually by 31 December.

- **Registration and Retention Fee** **£400.00**

Registration Fee - This is the initial cost of registration and is payable by persons who have completed their Apprenticeship and are registering for the first time.

Retention Fee - This fee is for the annual renewal of registration and is payable by all Registered Farriers, no later than the 31 December of each year.