

# **The British Horse Society Program at Stoneleigh-Burnham School**

Handbook 2016-17



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## **Introduction to the Program**

At Stoneleigh-Burnham School, we believe the best preparation for students who wish to pursue equestrian careers is not found only in the classroom, nor is it best delivered by spending time only in the stable.

The British Horse Society (BHS) program at Stoneleigh-Burnham School is structured to educate students in both areas, through classroom theory lectures and written instruction and through practical, hands-on demonstrations in the stable, as well as riding instruction in the areas of dressage, cross-country jumping, and stadium jumping.

Students who complete the BHS educational system at Stoneleigh-Burnham School may sit their BHS international examinations in order to earn an international trainer's passport. Alternatively, students who wish simply to expand their knowledge of horse care and stable management may participate in the course for personal enrichment.



## **Philosophy/Objectives**

In order to produce educated students who have acquired hands-on, practical experience in the stable where they have honed their trade, Stoneleigh-Burnham School has created a program that combines the best of both worlds.

Graduates of the BHS examination system are prepared to begin careers as equestrian professionals, not at the bottom level (mucking stalls, grooming, etc.), but in management roles. Whether it be instructing riders, running facilities, or working in any of the countless other equine-related career fields, students will be prepared for jobs that require sound thinking and practical abilities.

Certification through the British Horse Society is international and, unlike existing equestrian certification programs recognized in the U.S., is recognized in 32 countries worldwide. In addition, graduates of the Stoneleigh-Burnham School program will gain this international qualification in a holistic educational setting, enhancing their overall education and leading to increased, worldwide employability that isn't limited to only equine-related fields.

Students enrolled in the BHS program at Stoneleigh-Burnham School will have daily hands-on training in the equine industry. Those who successfully complete the program will gain the skills necessary to earn their international qualifications in riding, training, instruction, and stable management.

## **Facilities**

Stoneleigh-Burnham School is a private all-girls school located in Greenfield, Massachusetts. Founded in 1869, the school offers day and boarding options for students in grades 7 through 12 and is the only all girls' school in New England to offer the International Baccalaureate (IB) Diploma Program.

The equestrian center at Stoneleigh-Burnham School sits on 100 acres of undulating and scenic land near the entrance to the school property. Its facilities include two stable blocks capable of housing 50 horses.

The stalls measure 12' by 12' and each features rubber floor matting, an automatic watering system, and an aluminum feed bowl. In addition, each barn has separate wash areas and bathrooms. During the winter, the barns and tack rooms are heated.

The equestrian center also offers locker space for students, as well as a commercial-size washer and dryer.

The Stoneleigh-Burnham School equestrian center indoor arena complex features two separate indoor arenas; one measures 100' by 200' and the adjacent arena is 70' by 120.'

Both arenas have recently been updated with German Geotextile (GGT) footing.

The indoor arenas are overlooked by the Fuller Lounge, which is heated in the winter and also houses the judge's booth for

competitions hosted on-site. Equestrian center teaching staff offices are housed in the nearby main office building.

Stoneleigh-Burnham School also has two outdoor arenas, one spanning 100' by 200' and the other 230' by 130.' A large Derby Field (which consists of permanent, European-style jumps) and a four-level cross-country course with jumps ranging from Beginner Novice to Preliminary, as well as bridle paths complete the facility's many offerings.



## Staff/Instructors

### George Halkett, BHS II, reg.



A native of Scotland, Halkett returned to Stoneleigh-Burnham School in 2012 after a successful tenure at Albion College (Albion, MI). While at Albion, Halkett designed and oversaw the construction of a state-of-the-art equestrian center, recruited students and helped the school achieve certification as a British Horse Society International Certificate program.

Throughout his career, Halkett has been active in competition and instruction. He served as a member of the Queen's Household Cavalry in the British Army, competed internationally and coached students to international competitions including the FEI Samsung International, Volvo World Cup and the International Intercollegiate World Championships. During his previous tenure at Stoneleigh-Burnham School, Halkett helped coach students to four national titles in three years including the Interscholastic Equestrian Association National championship title in 2002, 2003, and 2004, and the Interscholastic Dressage Association National championship in 2002. In addition, the Stoneleigh-Burnham School team brought home a silver medal at the Northeast Junior/Young Riders Dressage Championships in 2003.

## Beth Stinchfield

A longtime fixture at Stoneleigh-Burnham School, Stinchfield has taught the equine science course for over 25 years. In addition to a B.S. in Animal Science with concentrations in equine management and equine nutrition from the University of Massachusetts Amherst, she was formerly the stable manager at the school and responsible for meeting the daily



needs of 65 horses under her charge. Now a member of the science department, her equine science course includes education in the areas of breeds; horse sport and work activities; equine anatomy and physiology; equine nutrition; recognition, prevention, and treatment of varied diseases; the treatment of wound and non-wound injuries; parasite prevention programs; the use of topical medications, and a practical project in facility design.



# **Stages of the BHS System**

## ***Stage 1***

Students who embark on Stage 1 of the BHS training system will undergo examination in two separate areas:

- Horse Knowledge and Care
- Riding

The horse knowledge and care section will examine the students' abilities and knowledge pertaining to:

- Grooming
- Horse clothing
- Saddlery
- Handling and Horse Husbandry
- The Foot and Shoeing
- Anatomy and Handling
- Health and Safety
- Horse Health and Behavior
- Basic Grassland Care
- Watering and Feeding
- General Knowledge of the BHS

The riding section will examine the student's abilities in ground handling of a tacked horse, mounting/dismounting, flat work on a trained horse, and work over ground poles on a trained horse.

## ***Stage 2***

Students who embark on Stage 2 of the BHS training system will undergo examination in two separate areas:

- Horse Knowledge and Care
- Riding

The horse knowledge and care section will examine the students' abilities and knowledge pertaining to all areas of Stage 1 and, additionally, the areas of:

- Lungeing
- Stable Design
- Clipping and Trimming
- Anatomy and Physiology
- Fittening

The riding section will examine the student's abilities in ground handling of a tacked horse, mounting/dismounting, flat work on a trained horse with and without stirrups, and work over jumps not to exceed 2'6" on a trained horse in an arena and in the open.

## ***Stage 3***

Students who embark on Stage 3 of the BHS training system will undergo examination in 2 qualifications in:

- Horse Knowledge and Care

The Horse Knowledge and Care section will examine the students' abilities and knowledge pertaining to all areas of

Stage 2 and, additionally, the areas of: broken down into five units including:

- Fit Tack and Equipment and Care for the Competition Horse
- Horse Health, Anatomy, and Physiology
- Lunge a Fit Horse for Exercise
- The Principles of Feeding and Fitting Horses
- The Principles of Stabling and Grassland Care for Horses

***Students who pass Stages 1 and 2 of the BHS examinations may proceed to their Preliminary Teaching Test (BHSPTC).***

Students embarking on the preliminary teaching test must:

- Show they can apply the basic principles of teaching/coaching (through manner, voice, control, etc.).
- Show that they have the ability to improve their riders' horsemanship using a progressive plan.
- Know the safety procedures and principles involved in organizing a lesson or hack.
- Be able to evaluate their own performance and show ability to assess progress in their pupils.

They will be required to:

- Give a class lesson (which may include poles/jumps).
- Give a lunge or lead-rein lesson.
- Give a 5 to 10 minute lecture.
- Join in discussions/answer questions on various related topics.

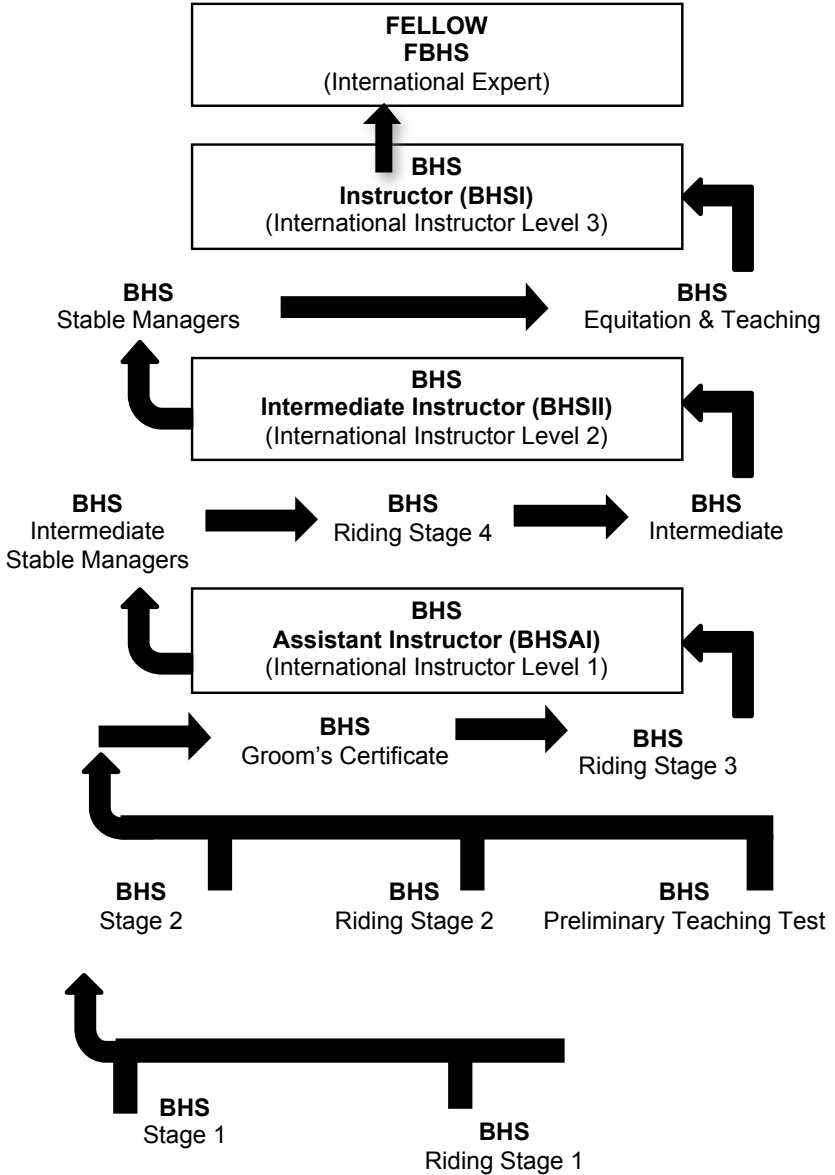
- Outline a procedure should there be an accident or emergency.
- Demonstrate knowledge of road safety.
- Demonstrate knowledge of the safety space.

*Candidates up for examination who are considered to be well below the standard expected may be asked to retire at any time during the examination process.*

***Examinations are pass/fail only.***



# Structure of the BHS System



## **Scheduling of Classes/Instruction**

### **Track 1 – Enrolled Stoneleigh-Burnham School Student**

Students enrolled in this track will:

- Be able to combine BHS work with candidacy for an IB diploma.
- Attend two un-mounted lectures/practical laboratories and two riding lessons per week (scheduled around regular class times.)
- Attend additional lectures and field trips as scheduled/ necessary (while not missing class or other required activities at school).
- Have the option to remain at school during summer breaks to continue the BHS program and increase their hands-on, practical hours.
- Complete the requirements for international BHS certification (Levels I – III, including the preliminary teaching certificate) within their four years and graduate with an IB diploma and a BHSAI (Assistant Instructor), International Level I certification.

### **Track 2 – Enrolled Stoneleigh-Burnham School Student Pursuing Groom’s Diploma Only**

Students enrolled in this track will:

- Be able to combine BHS work with candidacy for an IB diploma.
- Attend two un-mounted lectures/practical laboratories (scheduled around regular class times.)

- Attend additional lectures and field trips as scheduled/ necessary (while not missing class or other required activities at school).
- Have the option to remain at school during summer breaks to continue the BHS program and increase their hands-on, practical hours.
- Complete the requirements for international BHS certification (Levels I – III, in Horse Knowledge and Care) within three years and graduate with an IB diploma and a BHS Groom's Diploma.

### **Track 3 – Full-Time BHS Student**

Students enrolled in this track will:

- Not be enrolled as a diploma-seeking student at Stoneleigh-Burnham School but will be enrolled solely in the BHS training program hosted by the school.
- Attend two un-mounted lectures and two mounted lessons twice per day, five days per week
- Perform daily barn chores and stay in the program year-round (46 weeks per year)
- Live off-campus.
- Complete the program in a time frame that corresponds to their level of experience and proficiency upon entering the program, with most students achieving BHSAI (Assistant Instructor, International Level I) within one year. This qualification will enable graduates of the program to gain employment in equestrian fields worldwide.

## **Admission Process**

A limited number of new students will be accepted into the BHS program at Stoneleigh-Burnham School in the fall of each year. (Due to the structure of the curriculum, no mid-year entries are permitted).

As such, a rigorous application and admission process is required:

### **For Stoneleigh-Burnham School enrolled students:**

- Apply/gain admission to Stoneleigh-Burnham School  
*Admission requirements/details can be found online at [www.sbschool.org](http://www.sbschool.org).*
- Apply to the BHS program. (Please note that separate essay questions are required for portions of this application as well as a video of the applicant riding).
- Undergo a personal interview with a member of the BHS instructional staff at Stoneleigh-Burnham School.  
*In person interviews are strongly recommended, but telephone/Skype interviews can be arranged when extenuating circumstances apply.*

### **For Full-Time BHS Candidates:**

- Complete the BHS application for full-time students. Request an application from George Halkett, Equestrian Center Director. (Please note that high school and/or college information, a detailed work history, and a video of the candidate riding are required for portions of this application).



Undergo a personal interview with a member of the BHS instructional staff at Stoneleigh-Burnham School.

- In person interviews are strongly recommended, but telephone/Skype interviews can be arranged when extenuating circumstances apply.
- Submit to a standard employee background check.

## **Program Costs**

### **For Stoneleigh-Burnham School enrolled students:**

Riding (3 group lessons per week) - \$1,210 per trimester  
Horse Knowledge & Care (Lecture & Practical) - \$500 per trimester

**Total** - \$1,710 per trimester

### **For Full-Time BHS Candidates:**

\$6,400 per quarter (includes all riding, lecture and practical training)

**Total** - \$25,600 per year

### **Examination Fees (all students):**

Stage 1 Horse Knowledge & Care with Riding - \$200

Stage 2 Horse Knowledge & Care with Riding - \$550

Stage 3 Horse Knowledge & Care with Riding - \$590

Preliminary Teaching Test (BHSPTC) - \$575

*All fees are subject to change, as they are determined by the BHS and the pound-dollar exchange rate at time of examination.*

## **Student Horse Boarding**

Any Stoneleigh-Burnham School or full-time BHS student enrolled in the program who wishes to keep her horse at the school equestrian center must apply for a stall prior to March 15 of the year in which she wishes to enroll.

The cost for student horse boarding is \$700 per month and no stall is considered secured until a signed boarding contract is on file with the stable manager and a nonrefundable deposit of \$700 (the first month's board) has been paid.



## Dress Code

Students and candidates enrolled in the BHS program will be expected to arrive at the barn attired properly. Polo shirts bearing the Stoneleigh-Burnham School BHS program logo are required and may be purchased directly through the program director. Two polo shirts (minimum) are recommended.

Other required attire (for daily barn work, instructing, lectures, riding, and showing) includes:

Work/paddock boots (Sneakers/tennis shoes/trainers are not permitted for daily barn work.)

Khaki pants

Breeches of an appropriate/neutral color

Gloves (for work and for riding)

Whip, spurs

Tall boots (half chaps are permitted)

Rain gear

Winter riding and winter work clothes

ASTM/SEI approved riding helmet

Appropriate show attire for dressage and jumping competitions

Protective vest for cross-country jumping (*recommended*)

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