



Horse Sport Ireland (HSI)

Continuous Professional Development (CPD) Programme

Criteria

CPD Programme

The CPD Programme is a vital element of the HSI Coaching Programme. It ensures HSI Accredited coaches meet their professional obligation to deliver top quality coaching to their riders. Participation in this programme helps coaches develop their technical skills, delivery styles and increases their knowledge base. The CPD Programme also gives riders confidence in the level of training they are receiving, knowing that the coach is part of an assured professional development programme. For coaches, attending CPD events helps to increase their network and gives an opportunity to interact with their peers and improves career prospects.

For CPD Event to be eligible for CPD points:

- The subject matter must be applicable to and compliment the content of the HSI Coaching Programme
- The event should be suitable to further the education and development of accredited coaches
- The course must contain material that will improve the technical skills / competency levels of the HSI accredited coach OR the effectiveness of the coaching delivery. For example; technical skills, delivery of coaching session, sports psychology for athletes.
- It is desirable for the event to contain a practical or demonstration element in addition to relevant theory sessions (where possible)

Virtual Events

- HSI Coaches may attend appropriate webinars/virtual workshops as part of their annual CPD programme
- Webinars can count for a maximum of CPD 3 points acquired in any given year



Practical Events

- Coaches should accumulate no less than 2 CPD points from attending practical coaching events as part of their annual CPD programme (where possible)

Coach Shadowing:

- CPD points may be acquired by shadowing high level qualified coaches. A coach should hold a qualification higher than the qualification held by the observer.
- A minimum of three sessions must be completed for shadowing to count for 1 CPD point.
- The coach delivering the session must hold a minimum of an HSI Level 2 Coach qualification (or equivalent), be part of an HSI High Performance Programme or have prior approval from HSI beforehand.
- The observing coach must have interaction with the delivering coach during or after the sessions to discuss the session(s). Full details of the sessions observed, including time, date, location and material covered must be completed and signed by the observing coach and submitted to HSI on the form available on the HSI website.

Other:

Certain other activities maybe eligible for HSI CPD points. These include:

- Active involvement at an international show / event (i.e. stewarding, judging etc.)
- Working with High Performance Squads in a relevant role
- Delivering equestrian sport focused workshops / seminars / courses
- Working with High Performance athletes

* Please note that allocation of points for all of the above activities is subject to sufficient evidence being submitted and if requested, written proof of involvement from show officials or HP athletes.

Course Suitability for Coach Level:

- HSI ask that all coaches attend courses which are suitable to their coaching qualification.
- Most HSI CPD events are aimed at specific coach levels which will be included in the advertising detail.
- It is the responsibility of the coach to make sure that courses they attend are of a suitable level.

**Attendance at Events:**

- HSI will advertise CPD events throughout the year. Information will be circulated by email to all HSI Accredited Coaches. Details will also appear on social media channels and the HSI website.
- If a coach wishes to attend an event being run by another organisation in order to gain CPD credits, the details must be sent to HSI at least two weeks in advance of the event. Details should include a timetable, presenter biography and overview of content to be covered.

In order to claim CPD credits for an event:

- The event must be approved as eligible for CPD credits by the HSI Coaching Department prior to the event taking place
- It is the responsibility of each coach to complete the CPD Report Form at the end of the CPD year (30th November) and return to HSI offices
- All CPD report card forms must be returned with proof of attendance, i.e. receipt of payment / copy of sign in sheet / ticket etc.

First Aid and Safeguarding:

- As of January 1st 2021, attendance at a First Aid Responder / BHS Equine Specific First Aid will count for 1 CPD point. Please be aware that a valid First Aid certificate is a requirement for most Coach insurance policies.
- Attendance at a Safeguarding 1 course will no longer be accepted as part of the CPD points system.
- Garda Vetting / Access NI (as applicable) is also required under HSI policy for all accredited coaches. All Garda Vetting and Access NI applications must be completed through HSI.
- Garda Vetting: <https://www.horsesportireland.ie/governance/garda-vetting/>
- Access NI: <https://www.horsesportireland.ie/governance/accessni/>



Guidelines for the Allocation of CPD Credits:

The table below outlines guidelines for the allocation of CPD credits for various events. Please note that all CPD Events require prior verification.

Host	Activity	Credit Allocation
Horse Sport Ireland (HSI)	<ul style="list-style-type: none"> ➤ Events ➤ Workshops ➤ Webinars ➤ Conferences 	1 – 3 credits
Sport Ireland Coaching	<ul style="list-style-type: none"> ➤ Courses ➤ Events ➤ Webinars ➤ Workshops 	1 – 3 credits
FEI / BHS / National Federations	<ul style="list-style-type: none"> ➤ Courses ➤ Workshops ➤ Events ➤ Webinars 	1 – 2 credits
HSI Affiliates	<ul style="list-style-type: none"> ➤ Events ➤ Workshops ➤ Webinars 	1 – 2 credits
Misc.	<ul style="list-style-type: none"> ➤ Courses ➤ Workshops ➤ Events ➤ Webinars 	1 – 2 credits

NOTE: The above is a guideline only. For full information on CPD credit allocation please contact the HSI Coaching Department: phone 045 854 533, or email coaching@horsesportireland.ie