



Australian National Kennel Council

Judges Training and Assessment Program

For

HERDING

(Effective from 1 January, 2005)

Amended
October 2007

These Guidelines have been designed to assist the standardised development of Herding across Australia by giving guidance as to the Judging standard each State is required to be working towards.

It is acknowledged that deviation from these 'Guidelines' in early development stages may be necessary in some States. Such deviations will continue to be acceptable until such time the ANKC Herding Committee agree that these Guidelines can be reasonably adhered to by all States.

CHAPTER 1 JUDGES TRAINING AND ASSESSMENT PROGRAM

Section 1	ANKC Regulations How to Become a Judge
Section 2	Judges Code of Practice
Section 3	Competencies for Judges
Section 4	Guidelines for Theory Assessments
Section 5	Procedure for Judges Theory Assessment
Section 6	Procedure for Judges Practical Assessment.

Section 1 How to become a Judge (Amended Oct 07)

- 1.1.1 Application Procedure. All applications for entry into the Judges Training Program must be on the nominated form and be received before the nominated date. To be eligible to enter the Program the applicant must:
- [a] have been a member of the ANKC Member Body for a total period of not less than five [5] years, but dispensation may be given for persons with sufficient experience in this discipline
 - [b] be over 18 years of age;
 - [c] be approved by the Member Body.
- 1.1.2 Eligibility to judge Instinct, Herding & Pre-Trial Tests. The only persons eligible to judge Tests shall be those who have been accepted into the Judges Training Program. Applicants must have:
- [a] trained and qualified a dog in Instinct, Herding Test and Pre-Trial Tests
 - [b] acted as Scribe and Stock Handler for at least three Instinct, Herding and Pre-Trial Tests
 - [c] attended a lecture on the Herding rules for tests within 12 months prior to application
- 1.1.3 Eligibility for Herding Started. To be eligible to apply for a Herding Started Judges Licence the applicant must have:
- [a] eligibility to judge Pre-Trial Test;
 - [b] judged a minimum of three [3] Pre-Trial Tests;
 - [c] acted as Scribe and Stock Handler for at least three Herding Started Trials
 - [d] trained and trialled a dog to Herding Started title.
- 1.1.4 Eligibility for Herding Intermediate. To be eligible to apply for a herding Intermediate Judges Licence the applicant must have:
- [a] a Herding Started judges Licence;
 - [b] judged a minimum of three [3] Herding Started Trials;
 - [c] acted as Scribe and Stock Handler for at least three Herding Intermediate Trials
 - [d] trained and trialled a dog to Herding Intermediate title.
- 1.1.5 Herding Advanced. To be eligible to apply for a Herding Advanced Judges Licence the applicant must have:
- [a] a herding Intermediate Judges licence;
 - [b] judged a minimum of three [3] Herding Intermediate Trials;
 - [c] acted as Scribe and Stock Handler for at least three Herding Advanced Trials
 - [d] trained and trialled a dog to Herding Advanced title.

1.1.6 Written Examination and Practical Tests.

- [a] Completion of practical training is mandatory for all licences. A minimum of two [2] practical training sessions must be completed. Sessions must include a minimum of five [5] dogs of varying breeds where possible. Each of these training sessions to be conducted in conjunction with a member of the Herding Judges Training and Assessment Panel. Three judges appointed by the relevant Member Bodies Herding Committee will provide written assessment on the trainee's progress, to be submitted with the trainee's Judges application
- [b] No person may apply for more than one licence in any one year.
- [c] all applicants for licences must attend the relevant workshop and complete practical training where required for their particular discipline within twelve [12] months prior to application.
- [d] Non attendance at required workshops will preclude application for a licence, unless a written apology acceptable to the Herding committee is received within seven [7] days of the relevant lecture.

1.1.7 Written Examination and Practical Tests.

- [a] All applicants for a Herding Licence must pass a written examination.
- [b] All written examinations shall require a 75% pass mark
- [c] A pass in a written examination will remain valid until the adoption of the next ANKC Rule change for that discipline.
- [d] An applicant failing a written or practical examination may request a review. Such request must be received by the office within fourteen [14] days of notification of a result.
- [e] All applicants who pass a written examination must pass a practical examination, prior to being granted a licence
- [f] The Assessment Panel will consist of at least three [3] qualified Judges appointed by the Herding Committee.
- [g] The Assessment Panel must reach a majority decision prior to recommendation to the member Body that a Licence be granted.
- [h] All written (theoretical) examination papers shall consist of "multi choice and/or mix and match"
- [i] For "multi choice questions" one person only is required to mark the papers
- [j] The results are to be forwarded to the Controlling Body

1.1.8 Judges Dress Code. Neat coordinated attire is required when judging. The following are not acceptable – track suits, thongs, scuffs, bare feet.

1.1.9 Rule Changes. Following any Rule changes by the ANKC, all Judges must attend Lectures conducted to explain/discuss such Rule changes.

Section 2 Judges Code of Practice.

- 1.2.1 A Judge shall act with professional decorum at all times.
- 1.2.2 A Judge shall give every exhibit and exhibitor fair and equal opportunity in each and every class.
- 1.2.3 A Judge shall act in a polite manner whilst carrying out each judging assignment.
- 1.2.4 A Judge is required to be punctual in availability to fulfil their judging assignment.
- 1.2.5 Should a judge be approached with an inducement to favour or disfavour, and/or a bribe to advantage or disadvantage an exhibit or exhibitor, the Judge is to report the matter in writing immediately to the Controlling Body.
- 1.2.6 A Judge shall not solicit a judging appointment.

- 1.2.7 A Judge shall not influence or seek the entry of any particular dog or dogs for a class in which they are judging.
- 1.2.8 A Judge shall complete all relevant requirements of the judging contract. Any verbal acceptance of an assignment by a Judge shall be subject to receipt of the contract within 14 days.
- 1.2.9 A Judge shall honour each contract and is not free to accept an alternative contract that will affect his or her availability to fulfil the original contract except with the written dispensation of the contracting body.
- 1.2.10 Accommodation provided for the Judge to fulfil an assignment is for the Judge only except where prior mutual agreement has been reached with the sponsoring body for variation.
- 1.2.11 A Judge shall be responsible for the cost of all telephone calls, alcoholic beverages and any personal laundering except where mutual agreement has been reached with the sponsoring body at the time the contract is accepted.
- 1.2.12 A Judge who withdraws from a contracted appointment shall not be permitted to judge at any other canine event wherever held on a date which would prevent him/her from attending the original contracted event.

Section 3 Competencies for Judges.

- 1.3.1 Criteria satisfied according to guidelines "How to become a Herding Judge".
- 1.3.2 Knowledge of ANKC rules for each discipline accurately demonstrated.
- 1.3.3 Knowledge of current relevant Controlling Body constitution, rules and regulations demonstrated.
- 1.3.4 Handler and dogs ability to work as a team assessed according to ANKC rules.
- 1.3.5 Competitor assessed for each individual exercise according to ANKC and Controlling Body rules.
- 1.3.6 Judges Lectures. Judges lectures are delivered on an annual basis and are a compulsory part of the Judges Training Program, i.e.
 - Instinct Test
 - Herding Test
 - Pre-Trial Test
 - Herding Started
 - Herding Intermediate
 - Herding Advanced
- 1.3.7 Lecturers. Lecturers are to be nominated by the Herding committee on the basis of experience in judging and general involvement in the discipline concerned. Lecturers are to cover the following;
 - Rules and regulations relevant to the discipline.
 - Requirements of the Judges Training Program.
 - Judges responsibilities.
 - Planning of ring.
 - Instructions to stewards.
 - Practical judging procedures.
 - Procedures to be followed for aggressive dogs.

Section 4 Guidelines for Theory Assessments

1.4.1 All assessment must be objective – that is only one (1) correct answer.

- multiple choice questions are an obvious example of objective questions, but they can be difficult, but not hard to set, for the beginner, given guidelines. (these guidelines are most important, because these questions can easily degenerate to being too easy/obvious or just confusing. One of the problems is that you have to set a large number of questions to obtain a reasonable assessment.
- leave a space questions can be useful for a particular purpose i.e. verbatim answers, straight from the rule book. (not usually able to test understanding, but easiest to set)
- short answer or essay type questions (these are easy to set but very difficult to assess objectively)
- practical situation questions e.g. "What would you do if ?" These question can be set in either multiple choice (preferable) or short answer.
- the person setting the assessment paper must supply an answer sheet.
- the answer sheet must indicate the correct OBJECTIVE answer for each question, including questions which contain a variety of components

1.4.2 All Questions must have an Objective System of Marking – for example – one (1) answer = one mark.

- If two or more responses are necessary, then two or more marks must be allocated for that question i.e. one mark for each part of the question. Or the question must be divided into two or more questions.
- If one part of a question is correct one mark is awarded
- It is not possible to have 2 marks or no marks for a question

Each of these areas would receive one mark which would be indicated on the answer sheet.

1.4.3 The written assessment for the discipline of Herding will be in two sections:

- .1 Instinct Tests, Herding Tests, Pre-Trial Tests, Started, Intermediate, Advanced features for each exercise according to relevant class.
- .2 General section

Each section will require a minimum pass mark of 75%.

1.4.4 Criteria for distance_written assessment:

- .1 Candidate to indicate preference for distance written assessment on judges application form.
- .2 Candidate must reside in excess of 150 kilometres from the Member Body office.
- .3 Assessment must be administered at an approved assessment centre i.e. local TAFE College. To be organised and funded by the candidate.
- .4 Member Body must receive confirmation in writing and on letterhead, from the assessment centre prior to test being forwarded.
- .5 Assessment papers are to be sent by the Controlling Body office by secure mail, to the assessment centre and returned to the Controlling Body by the assessment centre.

- .6 Distance assessment is to be conducted concurrently with written assessments being conducted in the Controlling Body offices.
- .7 Papers will be marked and results collated and disseminated in similar manner to central system.

Section 5 Procedure for Judges Theory Assessments

- 1.5.1 Herding members to be in attendance on the night of the written assessment (they are not to mark any papers). One Herding member is to be a full panel judge.
- 1.5.2 Panel(s) of two (2) Herding members to mark assessment papers.
- 1.5.3 A third independent Herding member will be required to mark an assessment paper that has a divided decision.
- 1.5.4 Assessment papers are not to be marked in any way (comments, ticks, crosses, etc) in pencil or ink.
- 1.5.5 Because of step 4 all papers will have a marking sheet to indicate correct and incorrect answers and result. These will then be handed to either the Chief Executive or Assistant in a sealed envelope.
- 1.5.6 All candidates are issued with a number. This number is their signature. A list of numbers linking to the candidate is to be kept in a sealed envelope by one of the Herding members on the night until all papers have been marked.

Section 6 Procedure for Practical Herding Judges Assessment

- 1.6.1 The following instructions are provided for the information of Candidates, Stewards and Testing Panel members. It is intended that all officials and candidates be provided with a copy of these instructions prior to the day of the test.
The successful conduct and outcome of this assessment is largely dependent on compliance with the following:-
 - It will be the responsibility of the appointed convenor to arrange the venue, dogs, handlers and stationery.
 - Suitably qualified dogs are necessary to enable all candidates to be properly and fairly assessed.
 - Panel members will comprise members of the Herding and licensed judges appointed by the Herding Committee.
 - The members of each panel, together with the stewards will be arranged by the convenor.
 - Panel members will be chosen from the current Judges Training and Assessment Panel.
 - The same panel will assess all candidates aspiring for a particular licence.
 - The starting times will be staggered if considered necessary.
 - The stewards must be experienced for the class in which they will be required to assist, apart from their nominated duties, stewards must not become involved in the assessment proceedings.
 - The assessment panel must not move around unnecessarily and shall be positioned so that they can independently assess each dog.

- While the necessity of brief discussion between the panel members for the purpose of clarification is understood, there must be no collaboration or unnecessary discussion between the panel members prior to their scores being recorded.
- Each assessment panel member's score must be entered on an Assessment Sheet immediately the exercise is completed, prior to interviewing the candidate. Should an alteration to the panel member's score be necessary because of circumstances unknown at the time of its recording, the amended score is to be initialled and the reasons for the alteration stated in the comments column.
- The candidate will record his/her points on a Herding score sheet, which must be signed.
- Five dogs are usually sufficient to assess the candidate. This does not preclude additional dog/s being given to the candidate to score should circumstances warrant.
- At the completion of the tests, the panel members shall not confer. Each panel member will individually make a recommendation as to whether the candidate has passed or failed. The Assessment Sheet is then completed and handed to the convenor.
- Alterations to assessment sheets must include time, date and signature.
- Candidates will not be advised of the outcome of the test on the day.
- The convenor is responsible to notify the Member Body of the results.
- The Controlling Body will promptly advise the candidates and all results must remain confidential until such time as all candidates have been notified.
- The necessity to question candidates with regard the allotted score is appreciated.
- Panel members must understand that prolonged and intimidatory questioning and particularly "what if" situations are inappropriate and must not be carried out under any circumstances.
- Stress on the candidate must be minimised, and the dog and handler should be able to complete the exercises without unnecessary delay.
- Unsuccessful candidates may request a review of their practical test, subject to meeting the published criteria. Panel members should be available to attend review interviews on an "as required" basis. Outside of the interview process, the tests and their results, must not be discussed.