SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding

England – 610/3427/7

About Us

At Skills and Education Group Awards we continually invest in high quality qualifications, assessments and services for our chosen sectors. As a UK leading sector specialist, we continue to support employers and skills providers to enable individuals to achieve the skills and knowledge needed to raise professional standards across our sectors.

Skills and Education Group Awards has an on-line registration system to help customers register learners on its qualifications, units and exams. In addition, it provides features to view exam results, invoices, mark sheets and other information about learners already registered.

The system is accessed via a web browser by connecting to our secure website using a username and password:

Skills and Education Group Awards Secure Login

Sources of Additional Information

Skills and Education Group Awards website www.skillsandeducationgroupawards.co.uk provides access to a wide variety of information.

Copyright

Specification Code

The specification code is C9248-04.

Issue	Date	Details of change
1.0	November 2023	New qualification guide

This guide should be read in conjunction with the Indicative Content document which is available on our secure website using the link above.

Qualification Guidance

Contents

This is a live document and as such will be updated when required. It is the responsibility of the approved centre to ensure the most up-to-date version of the Qualification Guide is in use. Any amendments will be published on our website and centres are encouraged to check this site regularly.

Introduction

The SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding has been designed to develop knowledge and skills within pet sitting, dog walking, dog day care and home boarding.

Pre-requisites

There are no entry requirements for this qualification however, it is expected for Learners to have working knowledge of at least Level 3.

Skills and Education Group Awards expects approved centres to recruit with integrity on the basis of a trainee's ability to contribute to and successfully complete all the requirements of a unit(s) or the full qualification.

Qualification Structure and Rules of Combination

Rules of Combination: Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding

Learners must achieve all 23 credits. All credits must come from the 4 mandatory units.

Unit	Unit Number	Level	Credit Value	GL
Mandatory Group Min Credit Target - 23				
Pet Care Legislation	Y/650/9114	4	6	40
Animal Breed Characteristics	A/650/9115	4	6	40
Pet Sitting, Dog Walking, Day Care and Boarding Animals	D/650/9116	4	6	50
Owning a Pet Care Business	F/650/9117	4	5	40

Aim

The SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding has been designed to provide a formal qualification in the subject of pet sitting, day care, home boarding and dog walking.

Target Group

The SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding is a formal qualification in the subject of pet sitting, day care, home boarding and dog walking is designed for learners of the age of 16 and over, who are currently in a role surrounding pet sitting, dog walking, dog day care or home boarding or planning to in the future. This qualification will allow learners to formalise their learning, especially if they are looking after pets in any capacity.

Assessment

Internal assessment, internal and external moderation. Specific requirements and restrictions may apply to individual units within qualifications. Please check unit and qualification details for specific information.

Practice Assessment Material

Skills and Education Group Awards confirm that there is no practice material available for the SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding.

Teaching Strategies and Learning Activities

Centres should adopt a delivery approach which supports the development of all individuals. The aims and aspirations of all the learners, including those with identified special needs or learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

Progression Opportunities

Learners may progress on to further studies within Animal Care or even employment in roles such as pet sitting, dog walking or dog day care.

Learners could also look to progress within various other regulated qualifications within the Animal Care sector that Skills and Education Group Awards offers, to expand on their knowledge and experience in animal care further.

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Centres should be aware that Reasonable Adjustments, which may be permitted for assessment, may in some instances limit a learner's progression into the sector. Centres must, therefore, inform learners of any limits their learning difficulty may impose on future progression.

Tutor / Assessor Requirements

Skills and Education Group Awards require those involved in the teaching and assessment process to be suitably experienced and / or qualified. Assessors should also be trained and qualified to assess or be working towards appropriate qualifications.

Those responsible for Internal Quality Assurance (IQA) must be knowledgeable of the subject/occupational area to a suitable level to carry out accurate quality assurance practices and processes.

Language

This specification and associated assessment materials are in English only.

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Qualification Summary

Qualification	
SEG Awards Level 4 Certificate in Professional Pet Sitting, Dog Walking, Dog Day Care and Home Boarding	
Qualification Purpose	Prepare for further learning or training and/or develop knowledge and/or skills in a subject area
Age Range	Pre 16 16-18 ✓ 18+ ✓ 19+ ✓
Regulation	The above qualifications are regulated by: • Ofqual
Assessment	Portfolio of Evidence
Type of Funding Available	See FaLA (Find a Learning Aim)
Grading	Pass/Fail Only
Operational Start Date	10/11/2023
Review Date	10/11/2026
Operational End Date	
Certification End Date	
Guided Learning (GL)	170
Total Qualification Time (TQT)	230
Credit Value	23
Skills and Education Group Awards Sector	Animal Care
Regulator Sector	3.3 - Animal care and veterinary science
Support from Trade Associations	

Unit Details

Pet Care Legislation

Unit Reference	Y/650/9114
Level	4
Credit Value	6
Guided Learning (GL)	40
Unit Summary	Learners will explore the legislation specifically related to the dog walking, pet sitting, home boarding and day care sector, and how the legislation impacts their day to day work in this area.

Learning Outcomes (1 to 2)	Assessment Criteria (1.1 to 2.2)	
The learner will	*The learner can*	
1. Know legislation relating to the care of pets	1.1	Describe the Animal Welfare (Licensing of Activities involving Animals) (England) regulations 2018
	1.2	Describe the Dangerous Dogs Act 1991
	1.3	Describe the Animal Welfare Act 2006
2. Understand the relationship between pet care and legislation	2.1	Evaluate the responsibilities of a pet sitter, dog walker, home boarder and day carer under relevant legislation
	2.2	Summarise national and local by-laws covering dog walking, home boarding and day care

Animal Breed Characteristics

Unit Reference	A/650/9115
Level	4
Credit Value	6
Guided Learning (GL)	40
Unit Summary	Within this unit, Learners will focus on the characteristics that dogs and cats may exhibit. Knowing this information can assist animal carers to be able to tailor their care to improve the welfare and maintain safety and comfort.

Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.3)	
The learner will	*The learner can*	
1. Understand the different dog breed characteristics	1.1	Evaluate behavioural traits of specific dog breeds and how these are related to their origins
	1.2	Evaluate characteristics of specific dog breeds
	1.3	Explain how dog breed traits and characteristics can influence the specifics of caring for them
	1.4	Evaluate the factors that need to be considered when meeting an unknown dog and how to appropriately conduct yourself
2. Understand the different cat breed characteristics	2.1	Evaluate specific cat breeds and their different temperaments
	2.2	Evaluate the different types of care needs for different cat breeds, taking their temperaments in to account
3. Understand the appropriate care of cats	3.1	Describe a daily care plan for a cat under your care
	3.2	Outline the needs for an outdoor cat

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	3.3	Outline the needs for an indoor cat

Pet Sitting, Dog Walking, Day Care and Boarding Animals

Unit Reference	D/650/9116
Level	4
Credit Value	6
Guided Learning (GL)	50
Unit Summary	This unit will provide Learners with the specific information regarding the interactions with animals and how to care for them. Dog behaviour is examined and linked to managing dogs in public places.

Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.2)	
The learner will	**The learner can**	
1. Understand how to interact with different types of animals	1.1	Assess the different risks when approaching an unknown dog
	1.2	Explain how to minimise risk to dogs and self when carrying out activities with an animal
	1.3	Evaluate different types of plans for walking a dog for the first time with and without other dogs
2. Understand the equipment that is necessary for a dog care business	2.1	Evaluate the equipment necessary to care for dogs when dog walking, pet sitting, home boarding and during day care
	2.2	Explain the equipment necessary to maintain safety of self and dogs when they are in your care
3. Understand dog behaviour	3.1	Explain chewing behaviour in dogs
	3.2	Evaluate body language and senses of dog breeds
	3.3	Explain pack dynamics of dogs in care situations

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		3.4	Evaluate hunting behaviour seen in dogs
4.	Understand how to manage dogs when walking in public	4.1	Assess methods of managing problematic dogs in public
		4.2	Evaluate methods of dealing with problematic dogs in a day care and home boarding environment

Owning a Pet Care Business

Unit Reference	F/650/9117
Level	4
Credit Value	5
Guided Learning (GL)	40
Unit Summary	Learners will explore the factors to consider when launching a new business in pet care. This will not only include carrying out the initial market research and planning for a business launch, but also the outlay and equipment needed for the pet care business.

Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.2)	
The learner will	*The learner can*	
1. Understand how to carryout market research	1.1	Explain how to measure local business competition and identify services provided
	1.2	Evaluate demand for a new business
	1.3	Explain how to get your business to stand out from other similar businesses in the area
	1.4	Describe marketing of a new business
2. Understand what information is required from a client	2.1	Evaluate information needed from clients before caring for their animals
	2.2	Explain the best methods of secure record keeping
3. Understand safe transportation of animals	3.1	Evaluate features necessary to make vehicles safe for animal transportation
	3.2	Justify the choice of vehicle for transporting animals

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4.	Understand how to walk multiple dogs safely	4.1	Justify a safe number of dogs for a dog walker to manage safely
		4.2	Evaluate situations for safely allowing dogs off lead
5.	Understand how to manage different types of risks associated with pet sitting, home boarding and dog walking	5.1	Identify the safety measures necessary when caring for animals in the home
		5.2	Identify the safety measures necessary when caring for animals when out of the home

Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies

Skills and Education Group Awards policy enables learners to avoid duplication of learning and assessment in a number of ways:

- Recognition of Prior Learning (RPL) – a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.
- Exemption - Exemption applies to any certificated achievement which is deemed to be of equivalent value to a unit within Skills and Education Group Awards qualification but which does not necessarily share the exact learning outcomes and assessment criteria. It is the assessor's responsibility, in conjunction with the Internal Moderator, to map this previous achievement against the assessment requirements of the Skills and Education Group Awards qualification to be achieved in order to determine its equivalence.

  Any queries about the relevance of any certificated evidence, should be referred in the first instance to your centre's internal moderator and then to Skills and Education Group Awards.

  It is important to note that there may be restrictions upon a learner's ability to claim exemption or credit transfer which will be dependent upon the currency of the unit/qualification and a learner's existing levels of skill or knowledge.

  Where past certification only provides evidence that could be considered for exemption of part of a unit, learners must be able to offer additional evidence of previous or recent learning to supplement their evidence of achievement.
- Credit Transfer – Skills and Education Group Awards may attach credit to a qualification, a unit or a component. Credit transfer is the process of using certificated credits achieved in one qualification and transferring that achievement as a valid contribution to the award of another qualification. Units/Components transferred must share the same learning outcomes and assessment criteria along with the same unit number. Assessors must ensure that they review and verify the evidence through sight of:
  o Original certificates OR
  o Copies of certificates that have been signed and dated by the internal moderator confirming the photocopy is a real copy and make these available for scrutiny by the External Moderator.
- Equivalencies – opportunities to count credits from the unit(s) from other qualifications or from unit(s) submitted by other recognised organisations towards the place of mandatory or optional unit(s) specified in the rule of combination. The unit must have the same credit value or greater than the unit(s) in question and be at the same level or higher.

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Skills and Education Group Awards encourages its centres to recognise the previous achievements of learners through Recognition of Prior Learning (RPL), Exemption, Credit Transfer and Equivalencies. Prior achievements may have resulted from past or present employment, previous study or voluntary activities. Centres should provide advice and guidance to the learner on what is appropriate evidence and present that evidence to the external moderator in the usual way.

Further guidance can be found in 'Delivering and Assessing Skills and Education Group Awards Qualifications' which can be downloaded from https://skillsandeducationgroupawards.co.uk/for-centres/

Certification

Learners will be certificated for all units and qualifications that are achieved and claimed.

Skills and Education Group Awards' policies and procedures are available on the website.

Exemptions

This qualification contains no exemptions. For further details see Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies.

Glossary of Terms

GL (Guided Learning)

GL is where the learner participates in education or training under the immediate guidance or supervision of a tutor (or other appropriate provider of education or training). It may be helpful to think – 'Would I need to plan for a member of staff to be present to give guidance or supervision?'

GL is calculated at qualification level and not unit/component level.

Examples of Guided Learning include:

- Face-to-face meeting with a tutor
- Telephone conversation with a tutor
- Instant messaging with a tutor
- Taking part in a live webinar
- Classroom-based instruction
- Supervised work
- Taking part in a supervised or invigilated formative assessment
- The learner is being observed as part of a formative assessment.

TQT (Total Qualification Time)

'The number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.' The size of a qualification is determined by the TQT.

TQT is made up of the Guided Learning (GL) plus all other time taken in preparation, study or any other form of participation in education or training but not under the direct supervision of a lecturer, supervisor or tutor.

TQT is calculated at qualification level and not unit/component level.

Examples of unsupervised activities that could contribute to TQT include:

- Researching a topic and writing a report
- Watching an instructional online video at home/e-learning
- Watching a recorded webinar
- Compiling a portfolio in preparation for assessment
- Completing an unsupervised practical activity or work
- Rehearsing a presentation away from the classroom
- Practising skills unsupervised
- Requesting guidance via email – will not guarantee an immediate response.