



THE KENNEL CLUB

Making a difference for dogs

Judges Development Programme (JDP)
Code of Best Practice
for
Breed Seminar
and
Assessment Process

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for
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Judges Development Programme Code of Best Practice

In setting this Code of Best Practice for the JDP, the Kennel Club wishes to ensure that those who organise such events are able to tailor their programmes to meet the needs of the Delegates and the Breeds being showcased. The points within this document and the supporting Appendix should be taken into consideration when making any arrangements.

Aim of the Kennel Club Judges Development Programme

To develop a Kennel Club (KC) approved Judge's experience of Breeds in their relevant group(s) particularly for those Breeds in which they do not currently award Challenge Certificates (CCs).

This will be undertaken by the provision of Judges Development Programme (JDP) Breed Seminars, which will provide the opportunity for discussion with Breed experts and hands on practice with dogs. It is an education programme of the highest level.

All Judges attending the JDP Breed Seminar will be given a JDP Certificate of Attendance.

In addition, the Programme will include the opportunity to undertake a Breed Assessment, where a 'Breed Credit' can be obtained.

Objectives of the Programme

- ❑ To ensure that all KC approved Group and multi-breed Judges are provided with the opportunity of being given the relevant knowledge to make informed decisions when judging Breeds for which they do not award CCs i.e. any Group Judge within the stated age limit can attend any Group Breed Seminar.
- ❑ To ensure that all KC approved Judges eligible for inclusion are provided with the opportunity for, what is in the professional world called, 'Continuous Professional Development' (CPD) thereby enhancing the quality of UK Judges.
- ❑ To ensure that all KC approved Group Judges are encouraged to attend these Breed Seminars whether they award CCs in the Breed being showcased or not.
- ❑ To ensure that where appropriate, KC approved Judges (who are considered eligible) are given the opportunity to undertake a Breed Assessment Process, and if successful in demonstrating an advanced knowledge and insight of a Breed will be awarded a 'Breed Credit' appropriate to that Breed.
- ❑ To ensure that the KC Judges Sub Committee, and the relevant Breed Clubs are notified of those Judges who have been awarded a 'Breed Credit' and of their

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suitability to be considered to award CCs for the relevant Breed in the future, should they meet the other necessary requirements.

**Eligibility to attend a Judges Development Programme
i.e. Breed Seminar and Breed Assessment**

In order to be eligible to attend a JDP Breed Seminar and undertake the subsequent Breed Assessment, a person must have:

- previously awarded CC's to at least two breeds within the relevant Group (i.e. the same Group as the host Group) and one CC in another Group

OR

- been previously approved by the Kennel Club to judge a Group at Championship Show level.

Acceptance of Delegates for breed lecture only (KC Approved to award one CC in the host group), these Delegates are not eligible for assessment.

Please Note:

All eligible Judges may apply to attend the JDP Breed Seminar/Assessment without being invited and once the event is advertised, should contact the organisers for further information regarding the booking of a place.

KC approved Judges who attend the JDP Breed Seminar, may also wish to undertake the JDP Breed Assessment Process, with a view to awarding CCs in that Breed in the future.

Whilst the JDP Breed Seminar's aim is to 'educate', it also has an objective to provide an opportunity to undertake a Breed Assessment Process for those with a particular interest to advance in that Breed. The outcome being that if they are successful in demonstrating an advanced knowledge and insight of that Breed, they will be awarded a 'Breed Credit' appropriate to that Breed.

It should be noted that the Seminar organisers, may at times, for practical reasons be required to restrict numbers for the Assessment Process. The maximum number of Candidates that can be assessed at a JDP Assessment Process is ten (10). In the event of there being more than ten Candidates wishing to be assessed, the organisers are permitted to establish appropriate priorities such as one of age, or judging experience in that Breed.

It is recommended that where possible, an upper age limit should be set at approximately 68 years of age at time of application for Assessment. It is considered important that the limited resources provided by the Assessment Process, should be carefully utilised and that the Candidates should be of an age which would potentially

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give time for them to be reasonably well experienced to be nominated to award CCs in additional Breeds and also undertake that appointment in accordance with KC age restrictions.

Responsibility for the Organisation of a JDP Breed Seminar and Assessment

The responsibility for organisation of the JDP Breed Seminar is divided into two areas. That of the JDP Seminar organisers appointed by the Kennel Club and that of the relevant KC Department.

The JDP Seminar Organisers to be responsible for:

- Planning and monitoring JDP Breed Seminar income and expenditure in accordance with the 'Guidance to JDP Organisers for Budgetary Requirements and KC Financial Support for Breed Seminar and Breed Assessment Process' **see Appendix A**
- Booking Date/Venue with the KC and advise the office of all related aspects of the Breed Seminar in a timely manner. (*timing to be agreed*)
- Agree a 'print schedule' with KC for all Seminar paperwork required.
- Appointing Breed Speaker(s) and briefing them as to what is expected **see Appendix C**.
- Receiving the applications from Candidates for a place on the Seminar and for the receipt of any payments from the Candidates.
- Checking eligibility of Candidates with the Kennel Club.
- Sending Seminar paperwork to Candidates prior to the Seminar.
- Arranging the dogs for the Breed Seminar and for the Assessment Process. Briefing the Handlers of their role in accordance with this Code of Best Practice **see Appendices B, C and D**
- Appointment of the Breed Assessors
- Preparing Attendance Certificates for all Candidates (and any observers) in accordance with the template provided by the KC. Attendance Certificates to be issued at the JDP Breed Seminar.
- Ensuring that the Assessment Process paperwork and Assessors decisions are submitted to the KC immediately after the Seminar so that the KC can meet the 14-day deadline for result notification to Candidates taking part in the Assessment Process.
- Issuing of a Feedback Questionnaire & s.a.e. (provided by the KC) to Candidates at the end of the Breed Seminar
- Ensuring that the Breed Speakers, Owner/Handlers and Breed Clubs, where appropriate, are suitably thanked for their valuable contribution to the day.

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The Kennel Club to be responsible for:

- Monitoring the JDP Breed Seminar budget
- Liaising with JDP Breed Seminar Organiser.
- Advertising the Seminar
- Producing and sending Assessment Process paperwork to the JDP Organiser.
- Photocopying Seminar paperwork, as supplied by the JDP Organiser, and dispatching to the JDP Organiser
- Sending results of Assessment to Candidates and issuing 'Breed Credit' Certificates to the Candidates where appropriate.
- Notifying 'Canine Activities Breed Shows Team' of the award of the 'Breed Credits' so that the appropriate Judges record can be updated as required.
- Notifying the relevant Breed Club(s) of the Judges who have achieved a 'Breed Credit' certificate.
- Collation of the Candidates Feedback Questionnaires and reporting to the Training Board.

Funding of JDP Breed Seminar and Assessment

The allocation of funds to support the Judges Development Programme will be dependent upon the organisers working within the guidelines of this Code of Best Practice.

Organisers are requested to plan and monitor JDP income and expenditure in accordance with the 'Guidance to JDP Organisers for Budgetary Requirements and KC Financial Support for Breed Seminar and Breed Assessment Process' **see Appendix A**

The Programme for a Breed Seminar & subsequent Breed Assessment Process

The Programme should be designed to make best possible use of the day whilst giving due consideration to the Candidates' requirements.

- **Appendix B provides details of a suggested timetable**

The Candidates attending a Breed Seminar should be given time to discuss the finer points of the Breed as well as the opportunity to compare good dogs. The morning programme will consist of a presentation on the Breed given by an established Breed Specialist.

- **Appendix C gives full details of the requirements of a Breed Speaker and the expected contents of a Breed Seminar.**

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The afternoon programme will provide an opportunity for pre-approved Candidates to undertake a Breed Assessment.

- **Appendix D provides full details of the process to be used for Breed Assessment. Appendices D1 and D2 are the documents that the Candidates will complete during the Assessment.**
- **Appendix E provides additional guidance for Assessors**
- **Appendix F provides information about the Qualities and Job Descriptions for Assessors, Chairman and Moderator**
- **Appendix G will be used by the Assessors to formulate a decision and to provide written feedback to the Candidates.**


Programme Logistics

The following chart explains the logistics of such a programme and includes information about:

1. Location and Logistics of Seminar Venue
2. Budget – Income & Expenditure
3. Layout of Hall
4. Equipment Required
5. Catering
6. Breed Speaker(s)
7. Number of Breeds per Day
8. Exhibits required by the Breed Speaker
9. Exhibits required for the Assessment
10. Assessors
11. Moderator
12. Numbers of Candidates for the Breed Seminar and the Breed Assessment
13. Provision of Information for Candidates
14. Timetable for the Day
15. The JDP 'Certificate of Attendance'
16. Assessment Process
17. Notifying Candidates of their Results
18. The meaning of a 'Breed Credit'
19. Candidates' Feedback

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| 1. | Location and Logistics of Seminar Venue | <ul style="list-style-type: none"> ❑ Consideration should be given to use the KC Building at Stoneleigh Park, Warwickshire in the first instance. ❑ Should be of adequate size to be able to see exhibits moving at their best. ❑ Outdoor facilities would enhance this. ❑ Use of private room required for Assessors. ❑ Suitable kitchen, toilets and car parking. <p>Location should be reasonably well placed so as to not make it difficult for Candidates to attend.</p> |
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| 2. | Budget Income & Expenditure | <ul style="list-style-type: none"> ❑ Appendix A provides ‘Guidance to JDP Organisers for Budgetary Requirements and KC Financial Support for Breed Seminar and Breed Assessment Process’ ❑ ‘Fixed’ & ‘Variable’ expenditure Income i.e. standard fee payable by the Candidate to offset JDP Breed Seminar costs. |
| 3. | Layout of Hall for Breed Seminar | <ul style="list-style-type: none"> ❑ For the Breed Seminar, the hall should be laid out in a horseshoe style, with Speaker at open end i.e. <div style="text-align: center; margin: 10px 0;">  </div> <ul style="list-style-type: none"> ❑ This type of layout encourages the audience to interact effectively with each other and the Speaker. |
| 4. | Equipment Required | <ul style="list-style-type: none"> ❑ Appropriate Assessment paperwork and pens ❑ Flip Chart & Pens ❑ Power Supply ❑ Overhead Projector ❑ Multi Media Projector for PowerPoint ❑ Laptop ❑ Screen ❑ Extension Cables. ❑ Breed Standard ❑ Relevant Breed Information. ❑ Grooming Tables where appropriate <p><i>Use of the KC Building at Stoneleigh Park should ensure that with the exception of relevant Breed materials, the remainder of the equipment is supplied in-house.</i></p> |
| 5. | Catering | <ul style="list-style-type: none"> ❑ Suitable catering to accommodate the needs of the JDP Admin, Assessors and Candidates <ul style="list-style-type: none"> ○ upon arrival ○ mid-morning ○ lunch ○ afternoon |
| 6. | Breed Speaker(s) | <ul style="list-style-type: none"> ❑ Senior Breeder/Exhibitor with proven track record. ❑ Should be articulate with passion and enthusiasm about their Breed. ❑ Should be able to deliver an effective ‘Post Graduate’ Seminar explaining the Breed Standard and should also be able to demonstrate the ‘nuances’ of the Breed and what makes that Breed special to them. ❑ An effective Seminar should |

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| | | <ul style="list-style-type: none"> ○ be well structured ○ include good visuals ○ encourage the Candidates to participate ○ have a speaker who has good body language and a clear pitch/tone. <p><i>(JDP organisers should aim to have a discussion regarding the content of the presentation i.e. to confirm Speakers understanding of what is required.)</i></p> <ul style="list-style-type: none"> □ Seminar contents to be pitched at 'post graduate' level. □ The permanent members of the Assessment Panel should be consulted when considering the choice of the Speaker. <p>Appendix C gives full details of the requirements of a Breed Speaker and the expected contents of a Breed Seminar</p> |
| 7. | Number of Breeds to be showcased per Day * | It is recommended that a Breed Seminar consists of one Breed per day. In exceptional circumstances and where the Breeds are closely related, the KC may give permission to cover two Breeds in one day. |
| 8. | Exhibits required by the Breed Speaker | <ul style="list-style-type: none"> □ The numerical strength of a Breed has to be taken into account when arranging for dogs to be present. □ Dogs should be made available with the agreement of the Speaker. □ A first class specimen of Breed to be used as main example to demonstrate the Breed Standard. <p>Three or four good typical specimens (preferably to include a puppy 6 – 12 months and a 'senior') to be made available for the Candidates to undertake an informal hands-on and general discussion about the Breed.</p> |
| 9. | Exhibits required for the Assessment Process | <ul style="list-style-type: none"> □ Five exhibits, ranging where possible, through excellent (1) very good/ good (2) and reasonable (2). □ Preferably dogs/bitches that are not currently being shown <p>Whenever possible, the organisers <u>should not allow</u> dogs that are owned by, bred by, or have ever been handled by any of the Assessors or used for the Seminar Hands On presentation, be included as exhibits in the Assessment Process.</p> |

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| 10. | Assessors | <ul style="list-style-type: none"> □ Four assessors are recommended, and ideally they would be: <ul style="list-style-type: none"> • The KC Judges Sub-Committee Group Representative. • Two people who should be experienced and independent Group Judges with Breed specific knowledge. • A Breed Specialist (NB need not necessarily include the appointed Breed Speaker). □ Panel of Assessors to go over five exhibits and note their findings using the same paperwork as the Candidates. □ Assessors to liaise and discuss/formulate their findings for use when evaluating Candidates' paperwork. □ Assessors to make decision on whether a 'Breed Credit' is to be awarded to Candidate. The decision will be based on whether the Candidate was able to demonstrate an advanced knowledge and insight of a Breed in their written findings during the Assessment Process. <p style="color: purple;">Appendix D and supporting Appendices D1 & D2 provide full details of the process to be used for the Breed Assessment.</p> <p style="color: purple;">Appendix E & F provide additional guidance for Assessors/Chairman and Moderator.</p> |
| 11. | Moderator | <p>The appointment of a Moderator is encouraged, to provide assistance to the panel of Assessors.</p> <p style="color: purple;">Appendix F provides guidance for the Moderator.</p> |
| 12. | Numbers of Candidates for the Breed Seminar/ Breed Assessment | <p>Breed Seminar/Assessment</p> <ul style="list-style-type: none"> □ Experience suggests that a manageable number of Candidates for the Breed Seminar/ Breed Assessment would be a maximum of 10 people. □ However as one of the objectives of the Judges Development Programme is to ensure that all KC approved Group and Multi-breed Judges are encouraged to attend Breed Seminars for Breeds which they do not award CCs, it may be that some Judges only wish to attend the Breed Seminar part of the day and |

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| | | <p>not take the Assessment. In these circumstances it is accepted that the numbers at the Breed Seminar (i.e. in the morning) may be greater than the recommended number.</p> <ul style="list-style-type: none"> □ It should be noted that eligibility to attend as an observer is KC Approved to judge at least one CC in the host group. Observers should not be present during the Breed Assessment. |
| 13. | Provision of Information for Candidates | <ul style="list-style-type: none"> □ It is essential that the Candidates receive a copy of the KC Breed Standard prior to the Breed Seminar. Where there is known to be an agreed & accepted extended Breed Standard, this too should be provided. □ When preparing their lecture, the Speaker should be aware of the documentation that the Candidates have been given and should be able to assume that the Candidates have made themselves familiar with that information. This will allow more time during the presentation to be devoted to discussion and hands on practice. |
| 14. | Timetable for the Day | Appendix B provides details of the guideline timetable. |
| 15. | The JDP 'Certificate of Attendance' | All Candidates taking part in the Breed Seminar, with or without involvement in the Breed Assessment Process, will be issued with a 'Certificate of Attendance' at the JDP Breed Seminar by the JDP Organisers. |
| 16. | Assessment Process | <p>Appendix D and supporting Appendices D1 & D2 provide full details of the process to be used for Breed Assessment.</p> <p>Appendix E and F provides additional guidance for Assessors, Chairman and Moderator.</p> |
| 17. | Notifying Candidates of their Results | <ul style="list-style-type: none"> □ Results of the Assessment <u>will not be given to the Candidates on the day.</u> □ Appendix G will be used by the Assessors to formulate a decision and to provide written feedback to the Candidates. □ The Panel of Assessors will give the results and the feedback paperwork to the JDP Organiser to notify the KC. The KC will notify the Candidates by letter within fourteen days of the Breed Assessment. |

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| 18. | The meaning of a 'Breed Credit' | <ul style="list-style-type: none"> ❑ Candidates, who the Panel of Assessors agree demonstrate an <u>advanced knowledge</u> and insight of a Breed during the Assessment Process, will be awarded a KC 'Breed Credit' Certificate. ❑ The names of those Candidates who gain a 'Breed Credit' and who meet the criteria for attendance at the JDP Breed Seminar will be published in the KC Gazette. ❑ Relevant Breed Clubs will be contacted by the KC and provided with the list of judges with 'Breed Credit' awards. ❑ A Breed Credit will be acknowledged by the KC Judges Sub Committee and due consideration will be given if a Candidate is seeking approval to award CCs for the first time in that Breed and has judged the appropriate number of classes/dogs. ❑ A Breed Credit allows the judge to be exempt from Kennel Club Regulation F(1)21b.(1)(b) which requires judges to be included on a breed council/club B judges list or above in order to judge more than three breed classes (5 classes for Stud Book Band E breeds) for the breed in question. This applies to Open Shows and to breeds without CCs at a Championship Show. |
| 19. | Candidates Feedback | Candidates should have the opportunity to offer feedback on the effectiveness of the Seminar through an exit questionnaire. |

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**Guidance to JDP Organisers for
Budgetary Requirements and KC Financial Support**

The allocation of funds to support the Judges Development Programme will be dependent upon the Organisers working within the guidelines of this Code of Best Practice.

Before the Seminar

Organisers must forward a proposed budget in the first instance to the KC. An example of an acceptable layout is given below.

Once the proposed budget is approved by the KC, funding will be made available to the Organisers. In the event that there are significant changes to the budget before the seminar takes place, the KC should be informed immediately.

After the Seminar

Invoices on the organisations letter headed paper giving details of all actual income and expenditure incurred must be sent to the KC, together with the receipts, within one month after the Seminar. Again the layout below is acceptable.

Where the actual income/expenditure seriously deviates from the agreed budget, a detailed description should be included.

Example of an acceptable layout of Budget / Income & Expenditure Account

| INCOME | Details | £ | EXPENDITURE | Details | £ |
|---------------|--|---|-----------------------|--|---|
| Candidates | <i>No. @ £</i> | | Fixed Costs | | |
| Other | <i>Please give full details e.g. Observers</i> | | Venue * | e.g. 2 days @ £100 per day | |
| | | | | | |
| | | | Variable Costs | | |
| | | | Accommodation ** | <i>2 x Organisers 2 x Permanent Panel Members Breed Speaker</i> | |
| | | | Subsistence *** | | |
| | | | Travel **** | <i>Permanent Panel x 2 JDP Organisers x 2 Breed Assessors Breed Speaker Handlers</i> | |
| | | | Telephone | | |
| | | | Postage | | |
| | | | Stationery | | |
| | | | Printing ***** | | |
| | | | Other | <i>Please give full details</i> | |
| | | | | | |
| | TOTAL Income | | | TOTAL Expenditure | |

* Please see notes overleaf.

Please Note:

- Venue* Consideration should always be given to use the KC Building at Stoneleigh Park, Warwickshire in the first instance. The Educational Trust is now invoicing the cost of the hall directly to Canine Activities Education and Training and will be dealt with internally. It remains part of the cost of running the JDP Seminar days and will therefore be accounted for in the end of year figures. This cost is currently £100 per day.
- Accommodation** It is appreciated that there may be a number of people involved in the organisation of a Seminar/Assessment, however, the KC considers it reasonable to allow for overnight accommodation for 2 Seminar Organisers, 2 Permanent Panel Members and the Breed Speaker.
- Subsistence*** Meals and soft drinks only are acceptable on hotel invoices.
- Travel **** Permanent Panel members and JDP Organisers to be re-imbursed for car mileage @ 45p per mile or 2nd class rail fare.
- The re-imburement of reasonable travel expenses where requested by the Breed Assessors, Owner/Handlers of dogs and Administration Personnel should be made for petrol cost.
- Printing **** The KC will arrange the printing of any documents required by the Seminar organisers e.g. enhanced Breed Standards. A 'print schedule' should be agreed with KC allowing sufficient time for the completion and distribution of the printing.

Judges Development Programme – Guideline Daily Timetable for a JDP Breed Seminar & Assessment

| From | To | CANDIDATES | Approx | ASSESSORS |
|-------|-------|---|---------------------------------------|---|
| 9.30 | 10.00 | Arrival, reception, refreshments etc | 30 mins | |
| 10.00 | 11.00 | Introduction of Speaker(s) <input type="checkbox"/> Speaker(s) to provide a short history of the Breed and then demonstrate the Breed Standard including the use of a live model of the Breed. | 1 hour Appendix C | <input type="checkbox"/> Assessors to join Candidates & Breed Speaker(s). |
| 11.00 | 11.20 | Refreshment Break | 20 mins | |
| 11.20 | 12.20 | Speaker(s): (See Appendix C Guidance notes for Breed Speaker and contents of Breed Seminar) <input type="checkbox"/> To elaborate on 'special' Breed points and nuances that set the Breed apart. <input type="checkbox"/> To interact with Candidates by the invitation of questions. Additional quality dogs provided should be paraded as being typical, then moved individually and Candidates invited to 'go over' them and discuss with Speaker(s). JDP Organiser to summarise Seminar Session and link to Assessment before lunch. | 1 hour Appendix C | <input type="checkbox"/> Assessors to join Candidates & Breed Speaker(s) and contribute to the discussion when Candidates 'go over' dogs. |
| 12.20 | 1.20 | Lunch <input type="checkbox"/> Candidates who are not involved in the Assessment Process may depart after Lunch. <input type="checkbox"/> All Candidates attending the morning session will be issued with a Certificate of Attendance during the Lunch period. | 1 hour | <input type="checkbox"/> Assessors to view Candidates performance during Assessment. <input type="checkbox"/> Panel of Assessors to go over 5 exhibits at the same time as the Candidates and note their findings. This ensures there are no discrepancies in performance. Assessors will use same documentation as Candidates. <input type="checkbox"/> Assessors meet to discuss their findings |
| 1.20 | 2.50 | Assessment Process for relevant Candidates <input type="checkbox"/> Candidates to go over 5 dogs, watch them move and make notes of findings. <input type="checkbox"/> Candidates to make their placings on the 'Placings Slip' (i.e. Appendix D1) <input type="checkbox"/> Candidates to complete 'Findings Sheets' (Appendix D2) <input type="checkbox"/> Candidates to hand all paperwork into JDP Organiser to be given to Assessors. <i>(This timing should be appropriate for up to 10 Candidates plus 4 Assessors)</i> | 1hr 30 mins Appendices D1 & D2 | Appendices D1 & D2 Appendices E and F |

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| 2.50 | 5.20 | <ul style="list-style-type: none">❑ Assessors to view all of the 'Assessment' paperwork prepared by all of the Candidates and then make an initial judgement on all Candidates.❑ The interview is used at the discretion of each assessment panel. An interview may be conducted for<ul style="list-style-type: none">i. all candidates,ii. for borderline "Breed Credit" candidates oriii. none at all.❑ The one to one discussion with each Candidate should last approximately 5 minutes.❑ Where the Assessment Panel has decided to conduct interviews, Candidates should be given the choice of 'opting out' of the interview.❑ Candidates may depart after their one to one discussion. | 2 hr 30 mins | | Appendices E, F G and H |
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**Guidance Notes for Breed Speaker
& Contents of Breed Seminar**

General Guidance

JDP Assessors are to agree in advance the 'key elements' of the Breed that they wish to have conveyed to the Candidates. Assessors should ensure that all those involved in the delivery of the Breed talk are in broad agreement on these fundamental points. It is important that the Speaker gives a clear, concise, balanced and as conventional a view as possible.

JDP Assessors should aim to discuss and be aware of the content of the Speaker's presentation i.e. to confirm Speaker's understanding of what is required. It is accepted that on some occasions, JDP organisers may wish to appoint more than one Breed Speaker. When a Breed has strong support for diverse types in interpretation of the Standard, a 'balanced' view is desirable.

The Breed Speaker(s)

The Breed Speaker(s) should aim to present a two-hour session about the Breed that:

- is well structured
- includes good visuals
- encourages the Delegates to participate
- operates on a semi-formal basis

The Breed Speaker(s) should ideally:

- be widely recognised as an 'authority' on the Breed
- have a proven track record either as a Breeder, Exhibitor, Handler or Judge
- be a good communicator with in depth knowledge of the Breed
- be articulate
- demonstrate an enthusiasm about their Breed.
- have a positive approach with good body language and a clear pitch.

Contents of the two-hour Breed Seminar presented by the Breed Speaker(s)

The suggested two-hour Breed Seminar should be broken down into two 60 minute sessions with a refreshment break mid-way.

Part One

- To deliver a short history of the Breed and then demonstrate the Breed Standard, including aiming to use a top quality live model of the Breed.
- The characteristics and function of the Breed should be explained and related directly to conformation and movement. All aspects of the Breed Standard should be covered

Part Two

- ❑ To be able to move on from basic and key elements of the Breed, to explain and demonstrate to an advanced audience the finer points which make the Breed special.
- ❑ To briefly explain the preparation of the Breed for showing, including the use of preparations that might affect coat or general appearance.
- ❑ To explain the correct method of examination/judging of the Breed.
- ❑ To get across what makes a dog exceptional, i.e. not just the difference between good and very good, but between good and superb.
- ❑ To be able to imprint in the Candidates' minds what is, in the Speaker's opinion a superb example of the Breed Standard as their yardstick.
- ❑ To interact with Candidates by the invitation of questions and subsequent discussion including the use of anecdotes where appropriate.
- ❑ To provide additional quality dogs which should be presented as being typical, to be moved individually and to invite the Candidates to 'go over' them and discuss the qualities of the dog with the Speaker and any Assessors that are present.
- ❑ To be able to summarise the lecture into a short list of specifics, which in the Speaker's opinion, make the Breed what it is.

Notes:

Whilst being realistic in describing attributes or shortcomings for the benefit of Candidates, and encouraging them to get hands-on and ask questions, criticism should never be destructive or hurtful to the Owners/Handlers. This should be made clear at the outset to everyone.

The Seminar contents should be pitched at 'Post Graduate' level (i.e. above basic conformation level.)

Judges Development Programme
Breed Seminar and Assessment Process

Guidance Notes and Procedure for Breed Assessment Process

As stated in the Code of Best Practice, the aim of the KC JDP is to develop a KC approved Judge's experience of Breeds in their relevant group(s) particularly for those Breeds in which they do not currently award CCs.

This will be undertaken by the provision of JDP Breed Seminars, which will provide the opportunity for discussion with Breed experts and hands on practice with dogs. It is an education programme of the highest level. All Judges attending the JDP Breed Seminar will be given a JDP Certificate of Attendance.

In addition, the Programme will include the opportunity to undertake a **Breed Assessment**, where a 'Breed Credit' can be obtained.

A 'Breed Credit' is awarded to Judges who are able to demonstrate an advanced knowledge and insight of a Breed during a JDP Breed Assessment.

1) General Notes about the Organisation of the Assessment

- a) Candidates' names will not be used on the paperwork submitted during the first part of the Assessment. Candidates will be given a Reference Number at the start of the Assessment Process and this will be used to identify their paperwork. Only the JDP Organiser will know the Candidates' reference numbers.
- b) Prior to the Assessment Process, the JDP Organiser should ensure that all Candidates and the four Assessors are in possession of the appropriate paperwork (i.e. 1 x Appendix D1, 5 x Appendix D2). Spare copies should be made available should any documents need to be re-written. ***A Candidate Worksheet (Appendix D3) is available for those Candidates who would find this useful.***
- c) It should be noted that there are no observers allowed during the Breed Assessment. The following information provides details to support the process.
- d) Prior to the Assessors and Candidates assessing the dogs, the JDP Organiser should gather the dogs and handlers in the main ring area, issue the dogs identifier (i.e. Letters A – E to be used) and allow time for the dogs to 'warm-up' on the move.

2) Assessors' Assessment of the Dogs

- a) The Assessors will follow the same procedure to assess each of the dogs as the Candidates (see paragraphs 3 and 4 below) and each Assessor will join one of the Candidates' groups (see paragraphs 3b and 3c)

- b) The Assessors will also watch the exhibits' movement at the same time as the Candidates. The Assessors will make their own notes about these dogs using the same paperwork that the Candidates will use (i.e. Appendices D1, D2 and D3).
- c) After 'going over' all of the dogs, the Assessors will have a private meeting under the direction of a Chairperson and/or Moderator to discuss their findings and consolidate their approach to the Assessment Process. The Chairperson will be the KC Judges Sub-Committee Group Representative. (See Appendix F – Qualities and Job Description for Assessors, Chairman and Moderator)
- d) Assessors should not voice their opinions or discuss their findings with the Handlers, the Candidates or other Assessors whilst they are assessing the dogs. It is not intended to place Handlers in an embarrassing situation, and Handlers should not have to endure any comments (good or bad) made about their dogs.

Assessment Process for the Candidate

3) Step 1 – Candidate to make an Initial Assessment of Exhibits (Using the Initial Assessment Sheets - Appendix D1 – one for each exhibit)

- a) The 'class' that Candidates will be asked to judge will consist of 5 dogs. The same dogs will be used for all Candidates. The dogs will be identified by the letters A - E.
- b) Candidates will be asked to carry out this assessment on a group basis examining each dog in turn. All Candidates will be in the main ring at the same time and may not confer during the assessment.
- c) It is recommended that no more than 10 Candidates should be assessed at any one time. Where there are 10 Candidates there should be 2 Candidates per dog rotated.
- d) Prior to the class being judged, the five Handlers will be asked to move each of their dogs so that the Candidates and Assessors can see each dog's movement 'coming and going' and in profile.
- e) Each Candidate within a group will then take a turn to examine one dog and make notes about that dog. *(Please note that timings for this task will be adjusted accordingly depending on the number of Candidates undertaking the Assessment. Additionally, as per paragraph 2 above, the Assessors will also be involved in this process)*
- f) **This is a closed book assessment process.** i.e. no other documentation may be referred to during the completion of this stage.
- g) Candidates will be asked to make their own notes for each of the five dogs.

- h) At the end of the assessment of the first dog, each group will be asked to move onto the next dog and go through the same actions on the second dog.
- i) This action will continue until each Candidate has been over, and made notes about the five dogs.
- j) After the class has been judged, the Handlers will be asked to move each of the five dogs so that the Candidates and Assessors can once again see each dog's movement 'coming and going' and in profile.
- k) The Candidates should not voice their opinions or discuss their findings with anyone whilst they are assessing the dogs. It is not intended to place Handlers in an embarrassing situation and Handlers should not have to endure any comments (good or bad) made about the dogs.
- l) The Assessors will also observe the way that the Candidates 'go over' the dogs and make appropriate notes. This information will be used in the decision to award a breed credit, and used as part of the feedback.

**4) Step 2 – Candidate to Place the Exhibits
(using the Placings Slip - Appendix D1)**

- a) Candidates will be asked to 'place' the five exhibits in order of merit, as though judged as a Class and will be asked to write their decision on the Placings Slip (Appendix D1). All the dogs will remain in the hall whilst Step 2 is completed.
- b) This is a closed book assessment process. i.e. no other documentation may be referred to during the completion of Appendix D1.
- c) Dogs will NOT be 'pulled out'. Placings are made on paper only.
- d) Candidates will be asked NOT to discuss their findings with the other Delegates.
- e) Candidates will be given approximately 5 minutes to complete Step 2.
- f) The Handlers will not be made aware of the Candidate's placings.
- g) The Assessors will also place the five dogs using Appendix D1. The Candidate's placings of the dogs will be compared to the placings agreed by the Assessors, when the Candidates' Findings (Appendix D1 and D2) are analysed.
- h) Before writing their critiques, Candidates will give their completed 'Placings Slip' to the JDP Organiser. However, Candidates should remember to make a note of their placings for use in completion of Appendix D2. *(As mentioned in paragraph 1(a), Candidates' names are not used on paperwork submitted for Assessment. Candidates are given a Reference Number at the start of the Assessment Process and this is used to identify their paperwork. Only the JDP Organiser will know the Candidates' reference number.)*

Note: As 'judging' is subjective, the placings selected by Candidates may not necessarily agree entirely with those decided upon by the Assessors – there is no totally 'right or wrong' order.

5. Step 3 – Candidates and Assessors to write their findings on the 5 dogs placed (using the Findings Sheets - Appendix D2)

- a. Candidates are asked to write their findings on each of the five exhibits placed using Appendix D2.
- b. **This is a closed book assessment process.** i.e. no other documentation may be referred to during the completion of Appendix D2.
- c. Candidates should try to balance their findings and should include what they consider to be the merits and demerits of the exhibits. It is understood that some Judges tend to write only positive comments about their exhibits when writing their critiques. However, in this assessment process, it is important that Candidates write exactly what they find, whether they be good or bad points. The Assessors will want to confirm to themselves that Candidates have understood the Breed Standard, and have been able to apply that understanding to the dogs that have been assessed. Candidates need not worry about any spelling or handwriting errors. Assistance in this area from an 'independent person', for those who require it, can be provided if requested.
- d. Candidates will be given approximately 90 minutes to complete the process and will be provided with a sitting/desk area within the venue for writing their critique (Appendix D2).
- e. The Assessors will also make their own notes about the dogs using Appendix D2. After 'going over' all of the dogs and making their own notes, the Assessors, will have a private meeting under the direction of their Chairperson and/or Moderator to discuss their findings and consolidate their approach to the Assessment process.
- f. Candidates will be asked to submit all of their paperwork to the JDP Organiser at the end of the Assessment process. *Candidates' names are not used on paperwork submitted for Assessment. Candidates are given a Reference Number at the start of the Assessment Process and this is used to identify the documentation submitted by them. Only the JDP Organiser will know the Candidates' reference number.)*
- g. As before, the Handlers will not be made aware of the either the Assessors' or Candidates' findings on the dogs.

6) After the Assessment Process has been completed

The Assessors:

- a. Using a private room, the Panel of Assessors will, as a group, examine the Candidates' paperwork. The identity of the Candidates' paperwork is not known to the Assessors at this time.
- b. The appointment of a Moderator is encouraged to provide assistance to the Panel of Assessors by reading the Candidates' paperwork and summarising discussion of the Delegates' assessments. (Appendix F refers – Qualities and Job Description for Assessors, Chairman and Moderator)
- c. The Assessors will make an initial evaluation on each of the Candidates' competences by deciding whether they have been able to demonstrate their:
 - knowledge of the Breed Standard and Breed Type
 - ability to recognise each dog's merits and demerits
 - ability to place the dogs in an appropriate order of merit using their knowledge of the Breed Standard (Placings)
 - ability to justify their placings (Critique)

N.B.

Optional

An Interview may be used at the discretion of each assessment panel. An Interview may be conducted for

- i. all candidates,**
- ii. for borderline "Breed Credit" candidates or**
- iii. none at all.**

It is accepted that where a candidate interview takes place, this will negate his/her anonymity.

Where the Assessment Panel has decided to conduct Interviews, candidates should be given the choice of 'opting out' of the Interview.

- d. Once the Assessors have made an initial evaluation of each Candidate's paperwork i.e. using Appendix G to record their initial decisions of whether to award a Breed Credit or not, they should then agree whether any specific areas need clarifying with the Candidate. Where there may be a need to clarify points in a critique which are unclear, this may be done through an Interview the Assessor Panel. The Chairman will record any areas that need to be clarified on the reverse of the appropriate Appendix G.
- e. After the Interview, the Panel will make its final evaluation of whether to award a 'Breed Credit' to the Candidate. Assessors will agree written feedback using Appendix G for each Candidate.

- f. Where the Panel's initial evaluation is changed on final evaluation, (i.e. after the Interview) the reasons for the change of decision must be clearly stated on the reverse of Appendix G.
- g. The KC will give a copy of Appendix G to the Candidate, as part of the results notification.
- h. Appendix G advises the Assessors that in order to award a 'Breed Credit', a Candidate must gain a minimum of 'Very Good' in three of the areas mentioned in the chart below and 'Good' in one other. (Appendix E refers to the areas for assessment i.e. Guidance Notes for Assessors)

| | | | | |
|--|-----------|------|-------|------|
| 1. Knowledge of Breed Standard and Breed Type | Very Good | Good | Basic | Poor |
| 2. Ability to recognise each dog's merits and demerits | Very Good | Good | Basic | Poor |
| 3. Ability to place the dogs in an appropriate order of merit using their knowledge of the Breed Standard (Placings) | Very Good | Good | Basic | Poor |
| 4. Ability to justify their placings (Critique) | Very Good | Good | Basic | Poor |

Key :

Very Good: The Candidate placed the dogs in a sensible and justifiable order giving sound and accurate descriptions demonstrating advanced knowledge and insight of the breed.

Good: The Candidate has demonstrated a reasonable level of knowledge of breed specifics giving fair descriptions of some dogs and placed them in a reasonable order of merit.

Basic: The Candidate has demonstrated a rudimentary level of knowledge and understanding of breed specifics in the descriptions given in the placement of dogs in order of merit. Further study and hands on experience is recommended.

Poor: The Candidate has failed to demonstrate the required level of understanding of breed specific knowledge in their descriptions and placement of the dogs. Further study of the breed through engaging with Breed Specialists and exhibitors and taking an additional breed seminar is recommended.

7) Results

- a. Results of the Assessment will not be given to the Candidates on the day. The Assessors will give the results/feedback (i.e. completed Appendix G for each Delegate) to the JDP Organiser to send to the KC.
- b. The KC will inform Candidates of the results by letter, within fourteen days of receipt of the paperwork from the JDP Organisers. The KC will send a copy of Appendix G with the results.

- c. It is not the role of the JDP Organiser or the Assessors to inform the Candidates of their results.
- d. If, after fourteen days, a Candidate has not received a 'results' letter, the KC should be notified.
- e. It should be noted that the outcome of the Assessment Process is based in the first instance on the written paperwork submitted by the Candidates. However, as discussed in paragraphs 6e and 6f mentioned earlier, the Assessors may also wish to use any information made available to them in the Interview.
- f. The decision of the Panel of Assessors is final.

8) **General information**

Independent person

- a) It is appreciated that some Candidates, for a variety of reasons, may find a Breed Assessment Process to be a stressful one and that might affect the outcome of their assessment. With this in mind, and with the intention of trying to remove some of the stress, there is provision for a Candidate to have the services of an 'Independent Person' to aid their note taking and the write-up of their findings.

The role of the Independent Person will be to write down what the Candidate dictates to them. The 'Independent Person' will be arranged by the JDP Organiser and is not permitted to offer help or guidance to the Candidate in any other way. The 'Independent Person' will not be connected in any way to the Candidate or to the Breed being assessed.

Candidates should advise the JDP Organiser if they wish to take up the offer of an 'Independent Person' and this will be arranged for them.

Dog Handlers

- b) It should be noted that owners providing dogs for assessment do not have to handle their own dogs if they do not want to. Dogs will be identified by the letters A - E. The KC registered names of the dogs will not be known to anyone other than the owner of that dog.

Re-Assessment

- c) If a Candidate does not gain a 'Breed Credit' in the Breed Assessment, this does not preclude them from being assessed again at a later date. However, a Candidate's name will not be included on the JDP List of supported Judges for that particular Breed, or recommended to the Breed Clubs, until they have been successful at the relevant JDP Breed Assessment.

New Optional Format from January 2010

The General Committee have agreed that from January 2010 JDP Organising Groups may opt to separate the Breed Seminar from the Breed Assessment. It is recommended that 6 months is an ideal gap between the two dates for Candidates to gain further Breed Specific knowledge and experience.

The guidelines for arranging seminars in this new format is, that two breeds per day be presented for the Breed Seminar and two breeds per day for the Breed Assessment. If opting for this format the JDP Organiser is requested to produce a Budget Plan for the KC Office in line with the current funding for JDP Seminars.

In order to maintain KC funding the Breed Seminar day and the Breed Assessment day should be conducted in line with this JDP Code of Practice.

Breed:

Date:

Candidate's Reference No:

Step 2 - Placings Slip

Having assessed the dogs during the 'hands-on' session and made notes as to their various points in Step 1, you are now required to list them below in the order you would place them if you were to judge them as a class.

Dogs will not be 'pulled out' – placings are only made on paper.

| | |
|-----------------|--|
| 1 st | |
| 2 nd | |
| 3 rd | |
| Reserve | |
| VHC | |

Please Note:

- Your placings of the dogs will be compared with the placings agreed by the Assessors. Remember though, that judging is subjective and your placings may not necessarily agree entirely with those decided upon by the Assessors – there is no totally 'right or wrong' order.
- Please understand that no account will be taken of spelling, handwriting etc. This Assessment is designed to find out that Candidates have understood the Breed Standard, and have been able to apply that understanding to the assessed dogs.
- This is a 'closed book' assessment process. i.e. no other documentation may be referred to during the completion of Appendix D1 and D2.

When Step 1 is completed, give this form to the JDP Administrator. Please remember to make a note of your placings for use in Step 2. i.e. completion of Appendix D2.

Breed:

Date:

Candidate's Reference No:

STEP 3 - Findings

- a) For this part of the Assessment you are required to write your findings for each of the 5 dogs you have placed. You may use the notes you made in STEP 1 & 2 of this exercise.
- b) **This is a 'closed book' assessment process.** i.e. no other documentation may be referred to during the completion of Appendix D1, D2.
- c) **It is understood that some Judges tend to write only positive comments about their exhibits when writing critiques. However, in this assessment process, it is important that Candidates write exactly what they find, whether they be good or bad points. The Assessors will want to confirm to themselves that Candidates have understood the Breed Standard, and have been able to apply that understanding to the assessed dogs. Please be assured that no account will be taken of poor spelling, handwriting etc.**
- d) Observations made in your findings should be comparative (e.g. why dog B was placed over dog D etc.)
- e) Consider whether you wish to comment on:
 - Overall type, quality, balance, proportion, size, substance, conformation
 - Head & skull
 - Front, legs and feet
 - Body, topline, length, depth and general proportions
 - Rear quarters, angulation, hocks and feet
 - Movement, soundness
 - Temperament
 - Anything striking or exaggerated
 - Fit for function
 - Anything else
- f) Additional copies of Appendix D2 may be requested from the JDP Organiser

Breed:

Date:

Candidate's Reference No:

Findings

| Place: | Merits | Demerits |
|---|---------------|-----------------|
| Exhibit ID | | |
| Additional Comments (including why this dog was placed in this position) | | |

Breed:

Date:

Candidate's Reference No:

| Place: | Merits | Demerits |
|-------------------|---------------|-----------------|
| Exhibit ID | | |

Additional Comments (including why this dog was placed in this position)

Breed:

Date:

Candidate's Reference No:

| Place: | Merits | Demerits |
|------------|--------|----------|
| Exhibit ID | | |

Additional Comments (including why this dog was placed in this position)

Breed:

Date:

Candidate's Reference No:

| Place: | Merits | Demerits |
|------------|--------|----------|
| Exhibit ID | | |

Additional Comments (including why this dog was placed in this position)

Breed:

Date:

Candidate's Reference No:

| Place: | Merits | Demerits |
|------------|--------|----------|
| Exhibit ID | | |

Additional Comments (including why this dog was placed in this position)

Breed:

Date:

| |
|---------------------------------------|
| Candidate Worksheet (Optional) |
|---------------------------------------|

- Five Candidate Worksheets Sheets are to be available as an optional method of noting initial comments.
- This is a closed book assessment process. i.e. no other documentation may be referred to during the completion of the assessment.

| | | | | |
|------------------------|------|-------------|------|----------|
| Exhibit ID: | | SEX: | | |
| | Good | Fair | Poor | Comments |
| General | | | | |
| Balance and Proportion | | | | |
| Head | | | | |
| Mouth | | | | |
| Forequarters | | | | |
| Body | | | | |
| Hindquarters | | | | |
| Feet | | | | |
| Coat | | | | |
| Movement / Soundness | | | | |
| Fit for Function | | | | |

Judges Development Programme
Breed Seminar and Assessment Process

Guidance Notes for Breed Assessors

Transparent, Fair and Confidential

The Assessment aims to be transparent in the way it operates and relies on the expertise and professionalism of the appointed Assessors to be fair, consistent and objective. The deliberations of the Assessing Panel will be recorded on the Candidates' paperwork, along with any notes that it chooses to make.

The assessment will be completely confidential and the Organiser of the Assessment Panel will be responsible for ensuring that the JDP Organiser provides results of the Assessment, and feedback where appropriate, to the Kennel Club.

Objectivity

These are the key points upon which the Candidates are to be assessed

- ❑ knowledge of the Breed Standard and Breed Type
- ❑ ability to recognise each dogs' merits and demerits
- ❑ ability to place the dogs in an appropriate order of merit using their knowledge of the Breed Standard (Placings)
- ❑ ability to justify their placings (Critique)

The Assessors Placing the Dogs in Order of Merit

To begin with, after undertaking their personal assessment of the dogs and placing the dogs in their own order of merit, the Assessors will have a private meeting under the direction of their Chairperson and/or Moderator to discuss their findings and consolidate their approach to the Assessment Process. (The Chairperson will be the KC Judges Sub-Committee Group Representative).

The first decision to be made at this meeting is for the Assessors to list the relative placings of the exhibits. Hopefully a consensus will be reached, but not always, and in these cases, the Chair of the meeting should have the final say.

Obviously the particular group of dogs being assessed will raise different issues. One outstandingly good dog and one outstandingly bad dog will make the placing process much easier for Candidates and Assessors alike.

Any group of all good dogs, all mediocre dogs, or all poor dogs will result in fairly disparate placings. However, it should be stressed that in either an ideal group of dogs or a far from ideal group, what the Candidate says about the dogs is more important than the placings.

The Importance of what is said

Where the particular group of dogs allows the Assessors to agree easily on placings, it is likely that the Candidates will do likewise. The placing aspect is easy and the important issue, therefore, is what the Candidates say about the dogs.

On the other hand, where there is a rather difficult group of dogs, and the Assessors are in disagreement on the placings, it is likely that most Candidates will be in disagreement as well. On these occasions, it is likely that the Assessors, whilst not in agreement with the placings, will have almost invariably agreed on their comments on the merits and demerits of the dogs. Therefore the Findings Sheets (Appendix D2) will be highly important in the Assessment Process.

Judges Development Programme (JDP)
Breed Seminar and Assessment Process

**Qualities and Job Description for
Assessors, Chairman & Moderator**

Qualities required of an Assessor, Chairman and Moderator

- ❑ To conduct themselves, at all times, in a manner befitting the integrity, respect and confidentiality that is expected of an experienced Championship Show Judge.

Assessors - Job Description

- ❑ To observe confidentiality at all times.
- ❑ To arrive at the JDP at the agreed time
- ❑ To make objective assessments of all dogs and reach agreement with fellow Assessors through the Chairman or Moderator
- ❑ To ensure that all Candidates are treated with respect
- ❑ To assess each Candidate's paperwork as directed by the Chairman and/or Moderator
- ❑ Under the direction of the Chairman or Moderator, to establish the Candidate's level of ability to form an opinion on their selection of dogs.
- ❑ Based on a fair and honest opinion on the day, without any preconceived ideas of how Candidates might perform, to vote whether the findings presented by Candidates should be awarded a Breed Credit.
- ❑ To respect the democratic vote of the Panel without dissension.
- ❑ Under the direction of the Chairman and/or Moderator, to provide Candidates with structured written feedback on the results of their assessment as in Appendix D1 and Appendix G.
- ❑ To advise the JDP Organiser, other Assessors and/or Moderator if there are any prevailing personal or professional matters that might make it impossible for them to be impartial or perceived to be impartial in their decision making.

Chairman of Assessors - Job Description

- ❑ To observe confidentiality at all times.
- ❑ To perform all duties as defined in the Assessor's Job Description
- ❑ To liaise with the JDP Organiser and Moderator (if appointed) during the JDP on all matters relating to the Assessment process

Appendix F

- ❑ To ensure each Assessor has the opportunity to contribute during the assessment process.
- ❑ To ensure that all Assessors are objective in their assessment.
- ❑ To ensure that the Panel's placings of the dogs are made objectively.
- ❑ To ensure that the Panel of Assessors make an initial evaluation about each of the Candidates' competences
- ❑ To record the Panel of Assessors initial decision of whether to award a Breed Credit or not, on the paperwork provided.
- ❑ To agree any areas of the Candidates' findings that may need clarifying, with the Panel of Assessors, and to record those areas on the reverse of the appropriate Appendix G.
- ❑ To co-ordinate an Interview (if selected as an option as directed in Appendix D lasting approximately 5 minutes) to seek clarification on any queries that the Panel may have pre-determined.
- ❑ To ensure that after all considerations are complete, the Panel make its final decision, whether to award a 'Breed Credit' to the Candidate.
- ❑ To ensure that the Panel agree written feedback for each Candidate and to record that feedback on the paperwork provided.
- ❑ To ensure that where the Panel's initial decision is changed on final evaluation, (if they elect to use the Interview) the reasons for the change of decision are clearly stated on the paperwork provided.
- ❑ To convey the Panel's decision and written feedback to the JDP Organiser on the paperwork provided, so that the JDP Organiser can inform the relevant department at the KC of the results.

Moderator – Job Description

- ❑ To observe confidentiality at all times.
- ❑ To ensure the Candidates are given an explanation of the requirements and procedures for the completion paperwork provided.
- ❑ To provide assistance to the panel of Assessors by reading the Candidates paperwork and summarising discussion of the Candidates' assessments.
- ❑ To ensure that the identity of the Candidate is preserved at this time during the Assessors initial decision making process of the written paperwork.
- ❑ To support the Chairman to ensure that each Assessor has the opportunity to contribute during the Assessment Process
- ❑ To support the Chairman to ensure that all Assessors are objective in their assessment.
- ❑ To support the Chairman to ensure that the Panel's placings of the dogs are made objectively.
- ❑ To support the Chairman to ensure that the Panel of Assessors make an initial evaluation about each of the Candidates' competences.
- ❑ To support the Chairman to record the Panel of Assessors initial decision of whether to award a Breed Credit on the paperwork provided.

Appendix F

- ❑ To support the Chairman to agree any areas of the Candidates' findings that need clarifying, with the Panel of Assessors, and to record those areas on the reverse of the appropriate Appendix G.
- ❑ To support the Chairman to conduct an interview (if elected to do so) with the Candidates (lasting approximately 5 minutes)
- ❑ To support the Chairman to ensure that after the Interview, the Panel make its final decision, i.e. whether to award a 'Breed Credit' to the Candidate.
- ❑ To support the Chairman to ensure that the Panel agree written feedback for each Candidate and to record that feedback on the paperwork provided.
- ❑ To support the Chairman to ensure that where the Panel's initial decision is changed on final evaluation, (if they elect to use the Interview) the reasons for the change of decision are clearly stated on the paperwork provided.
- ❑ To support the Chairman to convey the Panel's decision and written feedback to the JDP Organiser on the paperwork provided, so that the JDP Organiser can inform the relevant department at the KC of the results.

**Judges Development Programme
Breed Seminar and Assessment Process
Candidate Results Form**

| | | |
|-------------------|-------|-------|
| Candidate's Name: | Breed | Group |
|-------------------|-------|-------|

In order to award a 'Breed Credit', the Assessors need to make an overall evaluation about the Candidate's competences by determining whether they have been able to demonstrate their:

| | | | | |
|--|-----------|------|-------|------|
| 1. Knowledge of Breed Standard and Breed Type | Very Good | Good | Basic | Poor |
| 2. Ability to recognise each dog's merits and demerits | Very Good | Good | Basic | Poor |
| 3. Ability to place the dogs in an appropriate order of merit using their knowledge of the Breed Standard (Placings) | Very Good | Good | Basic | Poor |
| 4. Ability to justify their placings (Critique) | Very Good | Good | Basic | Poor |

Key :

- Very Good:** The Candidate placed the dogs in a sensible and justifiable order giving sound and accurate descriptions demonstrating advanced knowledge and insight of the breed.
- Good:** The Candidate has demonstrated a reasonable level of knowledge of breed specifics giving fair descriptions of some dogs and placed them in a reasonable order of merit.
- Basic:** The Candidate has demonstrated a rudimentary level of knowledge and understanding of breed specifics in the descriptions given the placement of dogs in order of merit. Further study and hands on experience is recommended.
- Poor:** The Candidate has failed to demonstrate the required level of understanding of breed specific knowledge in their descriptions and placement of the dogs. Further study of the breed through engaging with Breed Specialists and exhibitors and taking an additional breed seminar is recommended.

A 'Breed Credit' is awarded to Judges who are able to demonstrate an advanced knowledge and insight of a Breed. In order to achieve a 'Breed Credit' a Candidate must gain a minimum of 'Very Good' in three of the above categories and 'Good' in one other.

| | | |
|-----------------------------|----------------------------------|--------------------------------|
| 'Breed Credit' Award | Initial Decision YES / NO | Final Decision YES / NO |
|-----------------------------|----------------------------------|--------------------------------|

Panel of Assessor's Overall Comments:

Please continue overleaf if required

Chairman's signature:

Date of Assessment: