



JUDGES COMPETENCY FRAMEWORK – ‘AN EYE FOR A DOG’  
ASSESSMENT  
**CODE OF BEST PRACTICE**

**Kennel Club Training Board**  
*“Setting standards through education”*

\*Assessments organised by the Kennel Club\*

\*This document is intended for use by candidate and the relevant Assessment Panel,  
and to inform the Kennel Club staff\*



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## INTRODUCTION

In setting this Code of Best Practice, the Kennel Club wishes to ensure that the 'Eye for a Dog' Assessment is tailored to meet the needs of the candidates for the Judges Competency Framework (JCF). This document will be adhered to by the Kennel Club as far as possible (exceptional circumstances permitting), in order to meet the Kennel Club requirements for maintaining the 'Find a Judge' website under the Judges Competency Framework.

For more information on the Judges Competency Framework please refer to the Kennel Club website for more information at: <http://www.thekennelclub.org.uk/jcf>

## 1. AIM OF THE KENNEL CLUB 'EYE FOR A DOG' ASSESSMENT

- 1.1. To assess the candidate's knowledge and competence in Conformation and Movement (non-breed specific).
- 1.2. Candidates attending an 'Eye for a Dog' Assessment are offered the opportunity to obtain an 'Eye for a Dog' certificate following successful completion of the Assessment.
- 1.3. The 'Eye for a Dog' certificate is only awarded to those individuals deemed to have demonstrated sufficient knowledge of Conformation and Movement (non-breed specific).
- 1.4. To provide individuals with the opportunity to progress – candidates that are successful in the 'Eye for a Dog' Assessment have the right to use this award from 2019 as part of their progress to JCF Level 3 and 4 for a judge's second or subsequent CC breed if progressing under the JCF system.

## 2. OBJECTIVES OF THE 'EYE FOR A DOG' ASSESSMENT

- 2.1. Primary Objective:
  - 2.1.1. To provide an opportunity for aspiring Judges to demonstrate having an 'Eye for a Dog' by undertaking an assessment to examine their competence in canine conformation and movement. The assessment **does not** require any pre-knowledge of breed standards or breed specifics, but seeks to assess knowledge of conformation and movement at the appropriate level for a judge awarding Kennel Club Challenge Certificates.
- 2.2. Secondary Objectives:
  - 2.2.1. To encourage individuals to take control of their learning opportunities and ensure that all KC approved judges are provided with the opportunity for 'Continuous Personal Development' (CPD), thereby enhancing the quality of UK judges.

## 3. ELIGIBILITY CRITERIA

- 3.1. In order to be eligible to attend an 'Eye for a Dog' Assessment, a person must hold a KC judges licence and be registered at JCF Level 4 for at least one breed. During the JCF transition period (2019-2021) candidates are strongly advised to activate a JCF judges licence.



- 3.2. If unsuccessful, a candidate cannot re-take the assessment for a period of 1 year. Unsuccessful candidates are recommended to view the Conformation and Movement film on the Kennel Club Academy before taking a further assessment.
- 3.3. A candidate may only attempt the assessment 3 times. If further attempts are required they may be provided at the discretion of the Kennel Club.
- 3.4. It is recommended that candidates review the Conformation and Movement seminar available on the KC Academy prior to taking the 'Eye for a Dog' Assessment and consider seeking some informal mentoring from an experienced judge – please note that any informal mentoring undertaken will not count towards progression to JCF Level 3.

#### **4. ACCESS ARRANGEMENTS**

- 4.1. Candidates with recognised educational needs, disabilities and temporary physical injuries may request Access Arrangements for Assessments. A common sense approach should be adopted.
- 4.2. Access Arrangements include applying for assistance from an 'independent person', to act as a reader/scribe/interpreter. Such requests must be arranged through the Education and Training Team at the time of booking.
- 4.3. An 'independent person' is there to aid the candidate by reading the information aloud/relaying the questions and, and may further document the candidate's answer if required. The independent person may only record the answer dictated to them – they are not permitted to offer help or guidance to the candidate in any other way.
- 4.4. The 'independent person' must have no connection to the candidate or the dogs being assessed and must be able to write at a reasonable pace.
- 4.5. Where a scribe is to be utilised, dictation must be conducted quietly in order to not disturb other candidates or allow other candidates to overhear. The independent person is not permitted to offer help or guidance to the candidate in any other way.
- 4.6. Further Access Arrangements such as the use of coloured overlays is accepted. Coloured paper is not permitted due to anonymity issues.

#### **5. ADVERTISEMENT AND APPLICATION TO THE 'EYE FOR A DOG' ASSESSMENT**

- 5.1. All eligible judges may apply to attend an 'Eye for a Dog' Assessment without being invited, once the event is advertised.
- 5.2. Candidates wishing to undertake an 'Eye for a Dog' Assessment must declare any conflicts of interest prior to the event.
- 5.3. The 'Eye for a Dog' Assessment dates will be published on the Kennel Club Academy. Spaces may be booked through the Kennel Club Academy Shop or other KC platform.
- 5.4. Spaces on the assessment are provided on a strictly first come, first served basis.

**\*\* PLEASE NOTE \*\*** Due to practical and also welfare grounds in respect of the exhibits being examined, the 'Eye for a Dog' Assessment is restricted to 18 candidates per assessment.



## 6. ASSESSMENT – ON THE DAY

- 6.1. To view the **Timetable Guidelines** for the day, please refer to **Appendix A**.

## 7. THE 'EYE FOR A DOG' ASSESSMENT

- 7.1. The 'Eye for a Dog' Assessment(s) may be held over a weekend, or another 2 day period with 2 separate sessions per day. Different dogs should be used in both the morning and afternoon assessments and not on two consecutive days.
- 7.2. The dogs used in the assessment must also be anonymised with a letter as the candidate will be required to identify the breed as part of their assessment.
- 7.3. 9 dogs (and handlers) are required for the assessment comprising of at least one breed from each of the 7 recognised Kennel Club Groups, covering a variety of shapes/sizes etc. **Please refer to Appendix B for more information on Sourcing Dogs for Assessment and Appendix C for more information on Role Descriptions.**
- 7.4. A maximum of 18 candidates may undertake an assessment at any one time.
- 7.5. A minimum of 1 Observer and 3 Assessors must be present for the assessment, exceptional circumstances permitting at the discretion of the Kennel Club. **Please refer to Appendix C for more information on Role Descriptions.**
- 7.6. A number of 'runners' and a co-ordinator may also be required for the successful organisation of the assessment. **Please refer to Appendix C for more information on Role Descriptions.**
- 7.7. All individuals in attendance will be provided with a briefing at the start of the assessment, to outline the expectations and requirements.
- 7.8. Candidates should behave as if they were judging at a KC show, and dress accordingly.
- 7.9. The assessment is set up with 9 'rings', each to include a grooming table. **Please refer to Appendix D for more information on Venue Layout.**
- 7.10. Prior to the assessment, assessors will have 'gone over' the dogs and decided upon the salient points that describe the dog and the key points that the candidate should include, i.e. the size of the dog, the type of coat, the angulation, the proportion of length to height etc. Each of the 3 Assessors should go over 3 of the 9 dogs each to compile the salient points. The candidates will view the dogs' movement at the same time as the Assessors to ensure they receive the same 'view' of the dogs. The 9 dogs will be moved individually before the candidates begin the assessment and the 3 Assessors should particularly note the salient points for movement of their 3 allocated dogs.
- 7.11. Candidates and Assessors will view movement at the same time, as a group at the beginning of the assessment. Each of the 9 dogs should be shown individually going away, in profile and coming back. This section should take no longer than 40 minutes to allow for candidates and assessors sufficient time to view the dogs and note salient points.
- 7.12. Candidates must be anonymised from the 3 Assessors, with a number which will be assigned randomly by the Co-ordinator, will be provided after the movement assessment and only once the Assessors have retired to a private space. Candidates will only display their number once the Assessors have retired.



- 7.13. Candidates must 'go over' each of the 9 dogs and complete the hands-on assessment within the allocated time (total of 2 hours including a 15-minute break after the first 4 dogs have been assessed), and write up their findings accordingly.
- 7.14. A Timekeeper will notify candidates when they are required to move to the next dog. Each pairing of candidates will have approximately 11 minutes per dog and should ensure both have enough time to 'go over' the dog and note the salient points on the Candidate and Assessor Worksheet.
- 7.15. Candidates will be required to check the bite of the dogs. **Please refer to Appendix E for Candidate and Assessor Worksheet.** Please note: Handlers will be required to safeguard the welfare of dogs during this time, and may show the 'bite' to the judge if preferred. Candidates may also request that the handler shows the bite if they so wish.
- 7.16. Candidates will be assessed on the following areas: **Please refer to Scoring System (Appendix F) for more information.**
- Movement
  - Proportions, coat and colour
  - Head
  - Forequarters
  - Body (to include neck)
  - Hindquarters
  - Additional marking is awarded for correct identification of the breed(s).
- 7.17. Candidate findings must not be breed specific, more information can be found in the **Candidate and Assessor Worksheet (Appendix E).**
- 7.18. Handlers are not permitted to help the candidate and any discussion should be confined to what will be permitted and expected in the show ring.
- 7.19. The Observer is required to assess and document the candidate's overall professionalism, i.e. how they address the handler, how they approach and handle the dogs, their presence in the ring, and whether they are suitably attired. This documentation is then passed to a runner or co-ordinator for inputting the results. The Observer will observe each candidate with 1 dog and will complete 1 observation worksheet per candidate. There will be a maximum of 18 candidates per assessment.
- 7.20. Candidates are required to submit a Candidate Worksheet for the dog they have just examined every time they move on to the next dog, to allow this to be passed onto the Assessors for timely marking.
- 7.21. **For Observer Information please refer to Appendix G.**
- 7.22. The observers will award points for the following areas:
- Going over the dogs
  - Attire
  - Timing
  - Communication and overall professionalism. **Please refer to Appendices G and G(i) for Observer Information and Worksheet for more information.**
- 7.23. The Co-ordinator will complete a Candidate Results Form to keep the candidate's accumulative scores for inputting after the assessment. **Please refer to Appendix H for more information.**



## 8. RESULTS

- 8.1. Results will not be given on the day, but will be sent formally to the candidate's JCF account (or via email if necessary) within 10 working days of the assessment.
- 8.2. Candidates will not be advised of their results prior to the issue of the formal correspondence.
- 8.3. The Co-ordinator, Runners, Observers and Assessors are not permitted to discuss results under any circumstance.
- 8.4. The decision of the Assessment Panel is final.
- 8.5. No individual pass mark will be issued to candidates – only a notification as to whether the candidate passed or failed the assessment.
- 8.6. Feedback will be provided for unsuccessful candidates. This will be drawn from the scores provided by the Observer and Assessors.
- 8.7. It is recommended that unsuccessful candidates view the Conformation and Movement seminar on the KC Academy prior to retaking the Eye for a Dog Assessment.
- 8.8. Please refer to **Appendices E and F** for more information.

## 9. CANDIDATE FEEDBACK

- 9.1. Candidates will be offered the opportunity to provide feedback on the effectiveness of the assessment through an anonymous short exit questionnaire (Candidate Evaluation Form). The Kennel Club will review this information in order to develop the educational process. **Refer to Appendix I.**

## 10. QUALITY ASSURANCE

- 10.1. This Code of Best Practice should be used alongside the respective Desk Guide to assist the Kennel Club with regards to:
  - Location of the Assessment
  - Organiser (Kennel Club) Responsibilities
  - Notification of Results
  - Exhibits required for the Assessment Process
  - Equipment and Layout
  - Catering Requirements
  - Assessment Panel
- 10.2. Privacy is very important and we retain data in accordance with our Privacy Notice which can be found on the Kennel Club website [www.the Kennel Club.org.uk](http://www.the Kennel Club.org.uk)

## 11. COMPLAINTS PROCEDURE

- 11.1. All complaints should be discussed with the facilitator directly in the first instance. It is advisable that this conversation is followed up or conducted in writing.



- 11.2. The Kennel Club is unable to process complaints over the telephone. All formal complaints must be made in writing (email or postal acceptable) and addressed to the Education and Training Team, Canine Activities.

Education and Training

The Kennel Club

Clarges Street

OR

[gov.education@thekennelclub.org.uk](mailto:gov.education@thekennelclub.org.uk)

Piccadilly

London

W1J 8AB

- 11.3. All complaints must be received within 14 days of the assessment. Matters forwarded to the Office after the 14 day period, will be dealt with at the discretion of the Kennel Club.
- 11.4. The complainant must provide their contact details (for Office use) and provide details as to whether the 'complaint' was discussed on the day with the facilitator.
- 11.5. Individuals that wish to report deviation(s) from the Kennel Club Guidance must highlight the relevant points within this Code of Best Practice and its appendices.
- 11.6. All complaints will be dealt with internally as far as possible. Matters may be referred to the relevant Kennel Club Committee as appropriate. Please note that the committee process may take a period of time.