



FORMACIÓN
REAL ESCUELA
RED DE CENTROS

**OFFER FOR EQUESTRIAN INTERNATIONAL
CENTERS/COMPANIES TO OBTAIN THE RECOGNITION
OF THE ROYAL SCHOOL IN THE TRAINING OF RIDERS**

TABLE OF CONTENTS

INTRODUCTION

- A. PRE-REQUISITES AND DOCUMENTATION REQUIREMENTS
- B. TECHNICAL REQUIREMENTS
- C. CALL FOR THE SELECTION OF CENTERS
- D. IMPLEMENTATION OF THE NETWORK OF CENTERS
 - 1. Inspection and diagnostic visit
 - 2. Program design and technical assistance
 - 3. Technical assistance in implementation
 - 4. Evaluation
- E. FINAL PROVISIONS
- F. DEADLINE FOR SUBMISSION

ANNEX I: Application

ANNEX II: Fees

OFFER FOR EQUESTRIAN CENTERS/COMPANIES TO OBTAIN THE RECOGNITION OF THE ROYAL SCHOOL IN THE TRAINING OF RIDERS

The Royal Andalusian School of Equestrian Art offers its services to companies/equestrian centers/studs that wish to have its recognition in the process of training riders to acquire the necessary technical skills for the execution of St Georg level tests.

To be eligible to take part in the project, the centers must demonstrate compliance with a series of technical and documentation requirements by submitting an application and the models that will be provided for this purpose (ANNEX I).

Once the centers have been selected on a competitive basis, this recognition process consists of different phases:

A first phase will consist of a diagnosis of the possibilities through a technical evaluation of infrastructures, materials, equipment, human and equine resources by means of an inspection visit.

A second phase deals with the creation of a training program based on the results of the inspection, with the technical assistance of the Royal School to the center for its design.

A third phase is the implementation and execution of the training project, with the application and development of the program by the center and the technical assistance of the Royal School with visits established on a regular basis and that may refer to any aspect of the project.

A final evaluation phase. For the validation of the project, the final tests will be carried out according to the criteria of the Royal School and by the staff designated by it. At the end of the project, the Royal School will certify that the student has reached the expected riding level (St. George).

This recognition of the Royal School in the training of riders will be limited to the project presented, not extending temporarily beyond it.

A. PREVIOUS REQUIREMENTS AND DOCUMENTATION

In order to participate in the project, the centers must demonstrate compliance with a series of technical and documentation requirements by submitting an application form (ANNEX I).

The entity wishing to participate in the offer must provide the following documentation:

- a) Signed sworn statement indicating that the applicant entity or any person who is a member of its administrative, management or supervisory body or who has powers of representation or decision-making or control therein, has not been convicted by a final court decision for crimes of terrorism, constitution or integration of a criminal organization or group, illicit association, illegal financing of political parties, human trafficking, corruption in business, influence peddling, bribery, fraud, offences against the Public Treasury and Social Security, offences against workers' rights, prevarication, embezzlement, negotiations prohibited to civil servants, money laundering, offences relating to land and town planning, protection of historical heritage and the environment, or to the penalty of special disqualification from the exercise of a profession, trade, industry or commerce, or other similar offences defined in the declarant's national legislation; and that he/she has no open legal proceedings either at the national or international level”.

- b) Signed sworn statement indicating that the applicant entity or any person who is a member of its administrative, management or supervisory body or who has powers of representation or decision-making or control therein, has not been firmly sanctioned for any infringement in professional matters that may compromise its integrity, market discipline, distortion of competition, labour integration and equal opportunities and non-discrimination of people with disabilities, or foreigners, in accordance with the provisions of the regulations in force; or for infringement in environmental matters in accordance with the provisions of the regulations in force, or for infringement in labour or social matters; or for infringement in matters of equal treatment and non-discrimination on grounds of sexual orientation and identity, gender expression or sexual characteristics, or other similar infringements typified in the declarant's national legislation; and that it has no open proceedings either at the national or international level.

- c) Documentation accrediting that the applicant is authorized in accordance with the legislation of the State in which it is established to carry out the activities that are the object of the project presented.
- d) Accreditation certificate that the entity is up to date with its obligations regarding the payment of taxes or social security contributions, both in the country where it is established and in Spain.
- e) Provide legal title that justifies the availability of the property in which the project will be developed for the duration of the project.
- f) Provide a list of the teaching staff that will be available to the center from the moment it starts its activity, indicating their qualifications. The list of teachers must be accompanied by accreditation of having contracted them for the extension period of the project or by a commitment or responsible statement that they will be contracted for the same.
- g) The center must take out accident insurance to cover the persons involved in the project. By means of a responsible declaration with subsequent justification.
- h) Sworn statement by which the participating entity submits to the jurisdiction of the Spanish Courts and Tribunals of any order, in all incidents that may directly or indirectly arise from the participation and obtaining of the recognition by the Royal School, waiving, if applicable, any foreign jurisdiction that may correspond.
- i) Documentation must be provided that accredits the powers of representation of the signatory of the application and other documents submitted.

If these requirements are no longer met at any time, the relationship between the center and the Royal School in this project will cease to exist, without prejudice to what has already been done and paid.

B. TECHNICAL REQUIREMENTS

The center must have the following areas indicated in m² for a maximum of 18 students. In order to verify compliance, it must be provided a plan of the facilities and a responsible statement that the material resources established for the course will be available.

Horse Riding Arenas & Equestrian Facilities

- Tack room
- Stables
- Single boxes
- Indoor arena
- It is recommended to have a covered arena 800 m²
- Outdoor arena 1200 m² (20 x 60)
- Four-cornered of Dressage
- Regulatory letter set
- Circular riding arenas (more than one) for lunging.
- Shower area, small enclosures, green places 150 m²
- Paddock area
- Blacksmith
- It is recommended to have a horse walker

Theoretical, classroom and digital teaching facilities

- Multi-purpose room
- Computer equipment and resources: networked computers and specific software. Internet connection
- Audiovisual equipment and media

Specific and adequate material for the care and handling of horses

Specific and adequate material and equipment for ground exercises

Specific and adequate material and equipment for the practice of horseback riding

Materials necessary for track - arena maintenance

Horses

Adequate number of horses, PRE recommended (minimum 3 per student)

- 1 young horse per student
- 1 medium horse per student
- 1 advanced dressage horse per student

Instructors

- An adequate number (6/1 students/teachers)
- Equestrian Sport Technicians who have been students at the Royal School.

If these requirements are no longer met at any time, the relationship between the center and the Royal School in this project will cease to exist, without prejudice to what has already been done and paid.

C. CALL FOR THE SELECTION OF CENTERS

The selection of the participating centers will be made on a competitive basis. In this call, a maximum of 10 centers may be assisted according to the following criteria:

1.- Geographic location, prioritizing the distribution of centers in different corresponding locations (in the following order):

- a) First, with different countries. Preference will be given to applications from other countries, selecting one per country from among the competing applications when they exceed the number of ten. The 10 countries with the greatest potential for expansion of the PRE horse (number of registered PRE horses) will be selected. When more than one application is presented per country, the following criteria will be applied (section 1 b) and 2, in that order).
- b) Secondly, with different geographic zones, a geographic zone being understood to be that which reaches 50,000 km². A geographical area may include one or different regions according to the territorial distribution of each country. When applications are submitted from the same country, preference shall be given to those from different geographical areas, selecting one application per geographical area from among the competing applications when the number of applications exceeds ten. When more than one application is submitted per geographical area, the criteria set forth in the following section (section 2) shall apply.

2- Criteria related to the project:

According to the geographic location priority criteria, and in the event that the number of applications is greater than 10, the selection among them will be made according to the following scoring rules:

- Largest number of PRE horses (25 points).
- Number of horses per student (minimum 3) (15 points per additional horse)
- Number of students per teacher (maximum 6/1) (15 points for each student less)

The scoring rules contained in this section (2) shall be applied for the selection among competing applications when there are more than ten, both for the evaluation of applications from different countries and for the evaluation of applications from different geographical areas of the same country, or from the same geographical area, with the evaluation being carried out in that order and always after applying the geographical location criteria.

The tiebreaker will be the highest score obtained in number of PRE horses available, then in number of horses per student, then in number of students per instructor.

A commission composed of personnel appointed by the Royal School will review the documentation in due time and select the ten centers that will be able to participate in the network. From this point on, the first phase of the project will begin, establishing a schedule of visits to the selected centers.

Should any of the competing centers find difficult to meet the requirements defined for the teaching staff, the Royal School will evaluate options for teachers with other qualifications, giving priority in the selection process to those competing centers that do meet the requirements.

Those centers or institutions that have a signed training agreement with the Royal School may join the Center Network accredited by the Royal School.

D. IMPLEMENTATION OF THE NETWORK OF CENTERS

1.- INSPECTION AND DIAGNOSTIC VISIT

Once the center has been selected, the personnel designated by the Royal School will carry out a diagnosis of the training possibilities by making a technical evaluation of infrastructures, materials, equipment, human and equine resources through an inspection visit.

2.- PROGRAM DESIGN AND TECHNICAL ASSISTANCE

From this point on, the creation of a training program is approached according to the results of the inspection, with the technical assistance of the Royal School to the center for its design.

The center in collaboration with the Royal School will develop a program with a work schedule to be developed in two years and a training content leading to obtaining a professional qualification that allows the execution of a St. George test.

The program will be individualized for each center according to its peculiarities and characteristics, both in terms of horses and human resources, as well as location, climate and facilities.

3.- TECHNICAL ASSISTANCE IN IMPLEMENTATION

A third phase is the implementation and execution of the new training project, with the application and development of the program by the center and the technical assistance of the Royal School with visits established on a regular basis and which may refer to any aspect of the project.

It is established one official visit each three-month term that will cover the instructional process as well as facilities and means (personal/material) with the objective of reaffirming or redirecting the project according to the vicissitudes.

In addition, technical assistance visits may take place during the development of the project at the request of the center, subject to the availability of personnel designated by the Royal School to cover them.

4.- EVALUATION

For the validation of the project, the final tests or exams will be carried out by personnel designated by the Royal School and will refer to the contents previously established in the training program.

There will be a theoretical evaluation and a practical test, already established in the program and consisting of the execution of official reprises in the discipline of Dressage, as established by the FEI (St. George level).

Passing both tests will signify that the required level of training has been obtained, and the Royal School will stamp a certification seal to that effect.

E.- FINAL PROVISIONS

In the event that during the course of the assistance, the Royal Andalusian School of Equestrian Art Foundation becomes aware that any of those selected is involved in any of the behaviours that have been responsibly declared as non-compliant (Section A prerequisites and documentation), the Royal School may terminate the technical assistance and evaluation, without the right of the participating entity to a refund of any amounts that may have been paid, thus ceasing the recognition process, regardless of the stage that has been reached. Likewise, such termination will occur if the selected center ceases to be authorized under current legislation for the development of the activity object of the project presented and selected.

If the national/international authorities prevent travel to the territories where the assisted center is established or recommend not to travel to the center due to any circumstances, the technical assistance and evaluation will be suspended, and the Royal School may terminate the same if such circumstances persist over time,

without the right of the participating entity to a refund of any amounts that may have been paid.

Any entity that participates and is finally selected for the recognition process expressly consents to submit to the jurisdiction of the Spanish Courts and Tribunals of any order, in all incidents that may directly or indirectly arise from the participation and obtaining of the recognition by the Royal School, waiving, if applicable, any foreign jurisdiction that may correspond. For this purpose, an affidavit must be submitted as indicated in the section Prerequisites and documentation.

The Recognition by the Royal School does not authorize the use of its image (logos and trademarks). The intellectual and industrial property rights of the Foundation are for its exclusive use and enjoyment and may not be used/disseminated by the recognized entity without the prior written consent of the legitimate owner.

There shall be no employment relationship between the personnel appointed by the Royal School and the center, nor shall there be any contractual relationship between the center and the Royal School.

The Royal School will issue an invoice for the services rendered, as indicated in Annex II, rates, which will be made upon request, invoicing and payment of the corresponding amount (if the amount is not paid in advance, the recognition and its effects will lapse, preventing subsequent validation).

In addition to the costs established in Annex II, travel and lodging expenses (board and lodging) will be paid by the center and will be established separately depending on the place and distance.

F.- DEADLINE FOR SUBMISSION

THE DEADLINE FOR THE SUBMISSION OF APPLICATIONS AND DOCUMENTATION FOR THE INTERNATIONAL OFFER FOR EQUESTRIAN CENTERS/COMPANIES TO OBTAIN THE RECOGNITION OF THE ROYAL SCHOOL IN THE TRAINING OF RIDERS WILL BE ONE MONTH FROM ITS PUBLICATION ON THE WEB PAGE www.realescuola.org.

The request for participation in this offer must be submitted to the Training Area of the Royal School with all the required documentation by e-mail to: formacion@realescuola.org or in person, or by certified mail to:

Fundación Real Escuela Andaluza de Arte Equestre
Avda. Duque de Abrantes s/n. 11407. Jerez de la Frontera, Cádiz. España .

If there are formal errors that can be corrected, the applicant entity will be notified so that it can correct them within 10 days. Communications will be carried out by electronic means to the e-mail address indicated by the applicant entity in its application form.

ANNEX I

APPLICATION FOR PARTICIPATION IN THE INTERNATIONAL NETWORK OF CENTERS

DATA TO BE FILLED IN BY THE APPLICANT:

1. Regarding the Center:

Specific name:
Address:
City:
Province or State:
Country:
Postcode:
Telephone number:
Email:
Contact person:

2. Regarding the ownership of the Center:

Name and surname:
TIN (if natural person):
VAT (if legal entity):
Address:
Region:
City:
Province or State:
Postcode:
Telephone number:
Email:

Documentation attached to this application:

- As specified in section A: prerequisites and documentation requirements
- Planes and list of human and equine resources evidencing compliance with section B: technical requirements.

In..... , on..... (Date)

Signature of the representative of the center:

Signed: _____

ANNEX II

EUROPE RATES

Actions	Amounts
Diagnostic study and evaluation of means	5.000,00 €
Design and adaptation of the programme	8.000,00 €
Control and adjustment of first-year progression	12.000,00 €
Evaluation and review of the results based on first-year progression	7.000,00 €
Control and readjustment of second year progression	12.000,00 €
Progression consolidation masterclass	7.000,00 €
Assessment and recognition	9.000,00 €
Total budget of the REAAE collaboration during the two years	60.000,00 €

The control and readjustment of the progression will consist of the attendance visits carried out by the personnel, according to the established school term of three-month periodicity.

Each visit will be invoiced by the Royal School, and must be paid prior to its execution.

The travel and accommodation expenses of the personnel designated by the RE (board and lodging) will be paid by the center and will be established separately depending on the place and distance.

RATES FOR NON-EUROPEAN TERRITORIES

Actions	Amounts
Diagnostic study and evaluation of means	6.000,00 €
Design and adaptation of the programme	10.000,00 €
Control and adjustment of first-year progression	18.000,00 €
Evaluation and review of the results based on first-year progression	7.000,00 €
Control and readjustment of second year progression	18.000,00 €
Progression consolidation masterclass	9.000,00 €
Assessment and recognition	12.000,00 €
Total budget of the REAAE collaboration during the two years	60.000,00 €

The travel and accommodation expenses (board and lodging) will be paid by the center and will be established separately depending on the place and distance.