
APPLICATIONS FOR JOCKEY LICENCES GUIDANCE NOTES

1. These Guidance Notes should be read before completing the Application Form to which they relate. They are designed to assist but should any matter be unclear, applicants are encouraged to contact the Licensing Team for further confidential guidance.
2. Applications are considered on their individual merits but within the framework of these Guidance Notes. Applications are not normally considered from persons who have reached the age of 23 without previously having held a licence or with demonstrable/appropriate riding experience.
3. Applications should be sent to the Licensing Team with the applicant allowing a period of at least two weeks in order for the application to be considered.
4. Applicants are required to demonstrate or confirm that:
 - They have the competence and capability to race ride;
 - They are medically fit to race ride in accordance with the published Medical Standards for Fitness to Ride;
 - Derive their main income or a reasonable portion of it from race riding or, in the case of Apprentice or Conditional Jockeys, be in full time paid employment of a licensed trainer and recorded as such on the Trainer's Register of Stable Employees;
 - They are otherwise in all the circumstances suitable to hold a licence (i.e. that they are 'fit and proper'); and
 - In the case of Overseas Riders they have permission to work in Great Britain as a professional jockey.
5. The detailed guidance contained in the remainder of this document sets out what is required and what each applicant will need to show.

A. COMPETENCE AND CAPABILITY

6. Each applicant will have to satisfy the BHA that he/she is a competent jockey and capable of race riding within the Rules set out by the BHA.
7. Each applicant will also have to satisfy him/herself and confirm to the BHA, that:
 - 7.1 They have a basic understanding of the racing industry, its aims and standards
 - 7.2 Save in exceptional circumstances they possess at least a conversant level in the English language, sufficient to receive and follow instructions; and
 - 7.3 They have familiarised themselves with the Rules of Racing in so far as they relate to Jockeys.

8. In determining a person's competence and capability all first time applicants will be required to satisfactorily complete the appropriate training course at either the British Racing School or Northern Racing College. As part of that course, applicants will need to demonstrate the following:
 - 8.1 The level of fitness appropriate to that of a professional jockey;
 - 8.2 The ability to ride a variety of horses (e.g. different temperaments);
 - 8.3 The ability to take and follow instruction;
 - 8.4 The ability to school horses through stalls and/or over hurdles and fences; and
 - 8.5 The ability to effectively use a whip within the guidelines set out by the BHA.
 - 8.6 A fitness test in which applicants are required to achieve at least 70%.
9. In relation to persons who have not been licensed by the BHA in the preceding two years, the BHA will require full particulars of that person's experience and employment to date.
10. In relation to persons who have previously been licensed outside Great Britain, a Certificate of Clearance and licensing record from the relevant Turf BHA (under whose Rules they were last licensed) should also be provided.

B. MEDICAL STANDARDS OF FITNESS TO RIDE

11. Each applicant is required to complete a Declaration of Health form giving an accurate account of their current medical state (including any accidents or medication taken in the preceding twelve months) and estimated riding weight.
12. First time applicants and those renewing on every 5th anniversary of their first licence, must submit a comprehensive medical report completed by the applicant's own Doctor (General Practitioner or otherwise) who has access to the applicant's full medical records. Any applicant for a Flat Licence aged 48 years or Jump Licence aged 38 years or over must be examined annually as to his fitness to race-ride by a Medical Adviser approved by the BHA.
13. Each applicant must complete an Annual Baseline Concussion test at one of our designated concussion test centres.
14. The Chief Medical Adviser reserves the right to meet with any applicant before their application is considered.
15. More details, including the full medical standards and contact details for the Chief Medical Adviser, can be found on the BHA's website: www.britishhorseracing.com.
16. All riders are strongly advised to hold adequate **personal insurance** cover to provide for the cost of medical treatment whilst riding. More information is available from the Professional Jockeys' Association (www.thepja.co.uk) and its Medical Advisor Anna- Louise MacKinnon who can be contacted at alm@thepja.co.uk.

C. INCOME STATUS

17. Applications will not be considered from those who can expect to ride only on odd or chance mounts, and for whom there is no demand for their services to ride regularly (normally a minimum of 25 rides per season) in public unless they are in the full time employment of a licensed trainer as an Apprentice or Conditional jockey.

D. PROGRESSION OF RIDES

18. To warrant the renewal of a Conditional/Apprentice Jockey's Licence the BHA would expect to see a steady progression in the applicant's number of rides. The following figures are an indication of the progression normally expected:-

During 1 st season	5 rides
2 nd Season	15 rides
3rd Season and onwards	25 rides

19. If the applicant did not achieve the expected number of rides under the last licence, provision has been made on the application form for the reasons to be given. In such cases, licences will not normally be renewed unless the BHA is satisfied that there were reasonable circumstances that prevented the Conditional/Apprentice having the required progression of rides.

E. APPRENTICE & CONDITIONAL JOCKEYS – CHANGE OF EMPLOYER

20. Those Apprentice and Conditional Jockeys whose licence has been terminated by reasons of his/her moving from one yard to another during the period for which their training agreement is valid will have to satisfy the BHA that the reasons for the move are good and substantial prior to the issue of a new licence. Statistics demonstrate that those Apprentice and Conditional Jockeys who serve out the full period of a year without switching trainers proceed to a better career than those who do not.

F. PERMISSION TO WORK IN GREAT BRITAIN (OVERSEAS RIDERS ONLY)

21. Applicants who are not nationals of a European Economic Area country require permission to work in Great Britain. Guidance notes and additional information are obtainable from Customer Contact Centre, UK Border Agency, PO Box 3468, Sheffield, S38WA.
22. Any application made to the UKBA will require the endorsement of the BHA. In order to meet the criteria for endorsement, applicants must be internationally established at the highest level and/or demonstrate that their employment will make a significant contribution to the development of horseracing in Great Britain. Applicants should have ridden winners at pattern class level, i.e. Group or Listed races.
23. More information is available from the UKBA's website: www.ukba.homeoffice.gov.uk or by e-mail to: wpcustomers@ukba.gsi.gov.uk

G. GENERAL SUITABILITY ('FIT AND PROPER')

24. In considering any application, the BHA must be satisfied, taking into account any fact or matter that it considers appropriate, that the applicant is suitable to hold a licence.
25. The BHA expects full and frank disclosure from the applicant, who is required to disclose all matters known to him/her and those which he/she can be expected to discover by making enquiries. Failure to do so will be a relevant factor in the assessment as to an applicant's honesty and integrity.
26. A person whose conduct or character is not in accordance with that which, in the opinion of the BHA, should be expected of a licensed person, may not be considered suitable and therefore may be refused a licence.
27. In some cases a single factor may lead to the conclusion that someone is not suitable, whereas in another case the determination of whether someone is not suitable may depend upon the cumulative assessment of a number of matters.

28. It is not possible to produce a definitive list of all matters that would be relevant to a particular application. This document should be considered a guide as to the sorts of considerations that the BHA will have in mind when making such an assessment.
29. The criteria to which the BHA will have regard in assessing honesty and integrity include the following:
 - 29.1 Whether the applicant has been convicted of any criminal offence in Great Britain, or a foreign jurisdiction, excluding road traffic offences and offences which are spent under the Rehabilitation of Offenders Act 1974 and in the case of foreign offences, such as may be appropriate. Particular consideration will be given to offences of dishonesty, fraud and those relating to sexual conduct, violence, and animal welfare.
 - 29.2 Whether the applicant is the subject of any proceedings of a criminal nature, has been charged in connection with any alleged criminal offence or is aware of circumstances which may lead to his/her being so charged.
 - 29.3 Whether the applicant has been the subject of any adverse finding by a judge in any civil proceedings, or has settled civil proceedings brought against him/her relating to any matter which could reasonably be said to materially affect his/her suitability to hold a licence.
 - 29.4 The applicant's record of compliance with the regulatory requirements of the BHA or its predecessors, of any other Turf Authority or of a regulator of any other sport in which he/she has participated or has been otherwise involved.
 - 29.5 Whether the applicant has been candid, open and truthful in all his/her dealings:
 - 29.5.1 with the BHA in relation to the present or relevant past licence applications;
and
 - 29.5.2 with any other Turf Authority or other sports regulator.
 - 29.6 Whether or not the applicant has been dismissed from any previous employment or position of trust or has been asked to resign or resigned on grounds connected with his/her honesty or integrity.
 - 29.7 Whether an applicant has been convicted of, or dismissed or suspended from employment for drug or alcohol abuses or other abusive acts or has other lifestyle or social issues, which are likely either to:
 - 29.7.1 Impair significantly his/her ability to safeguard the welfare of any horse or meet the regulatory requirements of the BHA; or
 - 29.7.2 Render the applicant a threat to the health, welfare or safety of others involved in horseracing, or to the integrity of the sport.
 - 29.8 Whether the applicant has engaged in conduct or there are circumstances which may render the applicant susceptible to pressure from persons seeking to corrupt horseracing and whether the applicant is likely to or may engage in such conduct.
 - 29.9 Whether the applicant has observed the Integrity Provisions contained within these Guidance Notes.
30. An applicant's fitness and propriety includes assessment of the fitness and propriety of those with whom he/she is or may be associated or connected with in their personal or business dealings. For example, if the applicant is known to remain associated with person(s) who are considered by the BHA to pose an unacceptable risk to the integrity of horseracing notwithstanding specific warnings issued by the BHA about such association, that matter will be taken into account and its ultimate relevance to his/her

suitability will be assessed in the light of the applicant's attitude to the association.

31. The BHA has a policy of not granting a jockey's licence to a person actively engaged as, or otherwise associated with, a Bookmaker, having made the judgement that such a close financial interest, potentially in conflict with his interest as a jockey, is likely to diminish public confidence in the integrity of racing.

Integrity Provisions

32. The following Integrity Provisions set out the standards of behaviour to be observed by all Licensed Jockeys as conditions of the grant of their Licence. As a Licensed Jockey, you agree to:

32.1 Avoid the company of Persons whose conduct, character or reputation indicate that they may pose a threat to the integrity of horseracing.

32.2 Make sure you have read and understood the definition of Inside Information in Rule (J)16.

32.3 Refrain from regularly passing Inside Information to anyone other than the connections of the horse, even where there is no reward except in cases specifically allowed for in the Rules.

32.4 Ensure that relationships with Betting Organisations or any Person representing a Betting Organisation do not confer special privileges or concessions which may invite adverse inferences to be drawn.

32.5 Avoid discussing the chances of a horse they are engaged to ride with anyone (including other Riders), in the knowledge that it may be used for a corrupt purpose.

32.6 Ensure that the usage of pass cards and any metal badges within a licensed racecourse complies with the user conditions laid down by the Racecourse Association.

H. SPECIFIED CASES

Absolute Requirements

33. The specified cases detailed below are requirements which an applicant must satisfy in order for an application to be considered by the BHA:

33.1 Apprentice & Conditional Jockeys Licences

Requirement	Guidance Notes Reference Point
To supply such documentation as detailed in the Guidance Notes & application form (first time applicants only)	
To be in the full time paid employment of a Licensed Trainer.	4
To attend the appropriate Training Course at either the British Racing School or Northern Racing College	8
To submit a certificate of clearance where the applicant has previously been licensed outside Great Britain from the relevant Racing Authority	10
To submit a declaration of health	11
To submit a comprehensive medical report as required by the BHA and/or be examined annually by a medical advisor approved by the BHA	12
To complete an annual baseline concussion test	13

The BHA will require confirmation from the United Kingdom Border Agency (UKBA) that they have permission to work in the UK as a Professional Jockey where the applicant is not a citizen of a European Economic Area or does not hold a valid British Passport.	21
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33.2 Flat & Jump Jockeys Licences

Requirement	Guidance Notes Reference Point
To supply such documentation as detailed in the Guidance Notes & application form (first time applicants only)	
To submit a certificate of clearance where the applicant has previously been licensed outside Great Britain from the relevant Racing Authority	10
To submit a declaration of health	11
To submit a comprehensive medical report as required by the BHA and/or be examined annually by a medical advisor approved by the BHA	12
To complete an annual baseline concussion test	13
The BHA will require confirmation from the United Kingdom Border Agency (UKBA) that they have permission to work in the UK as a Professional Jockey where the applicant is not a citizen of a European Economic Area or does not hold a valid British Passport,	21

34. The mere provision of the documents required above may not be sufficient to ensure that an application is considered by the BHA. Such documents must also be complete and fit for purpose. Similarly, whilst satisfaction by the applicant of the other requirements in paragraph 33 (as a matter of fact) will enable the BHA to consider their application, the applicant should not presume that will result in a Licence being granted. The manner in which such requirements are met will be one of the factors for the BHA to consider in assessing the applicant's suitability in accordance with these Guidance Notes, and in deciding whether or not to grant a Licence."

Procedural Guidelines for applications for Licences, Permits and Registrations

35. For the full procedural guidelines relating to applications to the BHA for Licences, Permits and Registrations and procedural guidelines for hearings of the Licensing Committee, where it is considered appropriate to convene a hearing pursuant to the Rules of Racing please refer to Part 6 of the Judicial Panels Code:

<http://rules.britishhorseracing.com/#!/book/33/chapter/s2598-judicial-panels-code/content?section=s2630-part-six-licensing-committee>