

LYCETTS TEAM CHAMPION AWARD – What's it all about?

1. What is Lycetts Team Champion?

Lycetts Team Champion Award has been created to celebrate the training yards that have a strong team ethos.

The Lycetts Team Champion mission is to

- 1) Deliver praise and a sense of achievement for the best managed yards.
- 2) Showcase the positive results of developing a team that works well together.
- 3) Spread the message about safe working practices.
- 4) Improve recruitment and retention rates by promoting the most successful ways in which racehorse trainers manage their staff and encouraging wider adoption of those practices.
- 5) Demonstrate to the world outside racing that for anyone who wants to work with horses, British racehorse trainers provide the best supported jobs anywhere in the equine sector.

2. Why would my yard compete in Lycetts Team Champion?

Taking part in Lycetts Team Champion Award will

- Support your recruitment and retention strategy by ensuring you have the best staff management practices in place
- Support your marketing strategy by showing your business is well managed
- Give your business a chance of winning £4000:
 - Lycetts is providing the prize money to be used in a way that benefits and supports the team. The nomination form asks how the yard would envisage using the prize money so the team knows what winning will mean to them. Examples might include an equiciser, a TV for the staff room, laptop computers or yard branded riding-out clothing.

3. How does my yard participate?

Access the Nomination Form and The Winning Approach on the NTF website at <https://www.racehorsetrainers.org/industry/teamchampion.asp>. Download the nomination form so you can complete it on your computer.

Study the assessment criteria.

Decide whether the yard already meets the assessment criteria or if new ways of working need to be put in place to compete for the award. See details of the scoring system below.

Trainer and staff agree how they will work together on the nomination and completion of the nomination form.

The team should be imaginative in the way they collaborate and collect and show evidence. This could include video, photo and testimonial evidence and involve the wider team, e.g. farrier, vet, owners.

Yards that achieved a Lycetts Team Champion Award star rating (see below) in 2018 must enter the 2019 award to gain a 2019 star rating. However, evidence submitted in the 2018 award will stand (if it is still current) and may be updated to improve the score.

Nomination forms, endorsed by trainer and staff, must be submitted in a digital format only to the National Trainers Federation by Monday 3rd December 2018, either by email to teamchampion@racehorsetrainers.org (a file transfer service may be used, e.g. 'wettransfer') or by post on a digital storage device (e.g. USB memory stick) to Lycetts Team Champion Award, NTF, 9 High Street, Lambourn, Hungerford, Berkshire RG17 8XL

4. What are the judging criteria?

The criteria and method of assessment have been designed to be as easy as possible for trainers and their staff to meet. The criteria are clear and transparent.

They are taken from The Winning Approach, a bespoke standard for managing staff in racing yards, enclosed in this booklet.

The categories are:

1. Using effective recruitment and induction systems
2. Ensuring a safe environment
3. Creating a positive working environment
4. Development and Training
5. Reward and Recognition

The nomination form contains a series of questions prompting teams to describe the action they have taken to achieve the listed outcomes. For example

Creating a positive working environment

How effective communication and collaboration amongst the staff are encouraged and systems developed. (The Actions are examples of how you might do this but feel free to tell us of other ways you achieve this.)

Entries will be divided into two categories:

1. Yards with 40 horses or more
2. Yards with fewer than 40 horses

(using figures registered on the BHA Racing Admin system for a rolling monthly average since 1st January 2018.)

The answers will be scored by the panel from 1 to 10 giving a maximum possible score of 150. The four highest scores in each category go through to the short list and these yards will be visited by the judges. However, the total scores will be graded from 1* to 3* so yards that are not shortlisted or win still receive recognition for their performance.

Star system as follows:

- *1 Star is awarded to those who gain 70 to 89 points. This status is awarded to Yards with good team ethos and showing promising signs for the future.
- **2 Star is awarded to those who gain 90 to 114 points. This status is awarded to Yards that have shown very good levels of team ethos and staff engagement.
- ***3 Star is awarded to those who gain more than 115+ points. This status is awarded to Yards that have shown excellent levels of team ethos and staff engagement.

All yards that receive star recognition gain the right to use the unique award logo to promote their business.



The panel of judges, who will be announced soon, combines experience of the way a trainer's business operates, and the best standards of staff management.

5. Time line

3 rd September 2018	Nomination window opens
3 months window allowing teams to implement actions from The Winning Approach and complete nominations	
3 rd December 2018	Deadline for nominations Panel assesses nominations
18 th December 2018	Short lists announced (2 lists, each of 4 yards) Judges visit yards (allow 8 weeks)
28 th February 2019	Winners of the Lycetts Team Champion Award announced and presented on Thursday 28 th February 2019