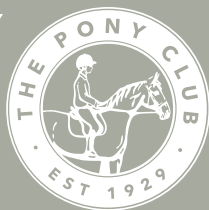


PONY CLUB



HORSE AND PONY CARE RULES 2020

£3.50

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OBJECTIVES

The Horse and Pony Care competition features teams of three Members who demonstrate their knowledge and practical horsemanship skills taken from The Pony Club Efficiency Test cards over a number of rounds.

Every eventuality cannot be provided for in these rules. In any unforeseen or exceptional circumstances or any other issue in connection with Horse and Pony Care it is the duty of the relevant Officials to make a decision in a sporting spirit and to approach as nearly as possible the intention of these rules. It is the competitor's responsibility to ensure they are complying with the rules of this competition.

*As a Member of The Pony Club, I stand for the best
in sportsmanship as well as in horsemanship.
I shall compete for the enjoyment of the game well
played and take winning or losing in my stride, remembering
that without good manners and good temper,
sport loses its cause for being. I shall at all times
treat my horse with due consideration.*

HORSE AND PONY CARE ADVISORY GROUP

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NOTE: Rules which differ from those of 2019 appear in bold type and side-lined (as this note)

PART I – HORSE AND PONY CARE DRESS RULES

Dress should be appropriate to a working yard environment. Jodhpurs, boots, gloves and hats are expected. Coats should be available in case of weather change.






1. RECOMMENDED DRESS CODE

- Pony Club sweatshirt**
- Membership badge**
- Hat – see rule 2)**
- Gloves**
- Correct footwear – see rule 4)**
- Jodhpurs/breeches**

2. HATS

It is mandatory for all Members to wear a protective helmet at all times when mounted or in high risk situations such as loading, handling young stock etc. with a chinstrap fastened and adjusted so as to prevent movement of the hat in the event of a fall. This rule defines the quality of manufacture that is required. The individual sports also have additional requirement with regard to colour and type. It is strongly recommended that second hand hats are not purchased.

The hat standards accepted as of 1st January 2020 are detailed in the table below:

Hat Standard	Safety Mark	Allowed at the following activities:
PAS 015:1998 or 2011* with BSI Kitemark		All activities
VG1 with BSI Kitemark		All activities
Snell E2001* onwards with the official Snell label and number		All activities
ASTM-F1163 2004a onwards with the SEI mark		All activities
AS/NZS 3838, 2006 onwards		All activities

- a.** The fit of the hat and the adjustment on the harness are as crucial as the quality. Members are advised to try several makes to find the best fit. The hat should not move on the head when the head is tipped forward. Most helmet manufacturers recommend you visit a qualified BETA (British Equestrian Trade Association) fitter.
- b.** Hats must be replaced after a severe impact as subsequent protection will be significantly reduced. Hats deteriorate with age and should be replaced after three to five years depending upon the amount of use.
- c.** Hats must be worn at all times (including at prize-giving) when mounted with a chinstrap fastened and adjusted so as to prevent movement of the hat in the event of a fall.
- d.** The Official Steward/Organiser may, at his discretion, eliminate a competitor riding in the area of the competition without a hat or with the chinstrap unfastened or with a hat that does not comply with these standards.

Hat Checks and Tagging

The Pony Club and its Branches and Linked Centres will appoint Officials, who are familiar with The Pony Club hat rule, to carry out hat checks and tag each hat that complies with the requirements set out in the hat rule with an aquamarine Pony Club hat tag. Hats fitted with an aquamarine Pony Club, British Eventing (BE) or British Riding Club (BRC) hat tag will not need to be checked on subsequent occasions. However, The Pony Club reserves the right to randomly spot check any hat regardless of whether it is already tagged.

Tagging indicates that a hat meets the accepted standards, NO check of the fit and condition of the hat is implied. It is considered to be the responsibility of the Member's parent(s)/guardians(s) to ensure that their hat complies with the required standards and is tagged before he/she goes to any Pony Club event. Also, they are responsible for ensuring that the manufacturer's guidelines with regard to fit and replacement are followed.

3. HAIR

In the interests of safety long hair must be secured appropriately.

4. FOOTWEAR

Long boots and Jodhpur boots with a well-defined square cut heel may be worn. Plain black or brown half chaps may be worn with Jodhpur boots of the same colour. Tassels and fringes are not allowed. For the Horse and Pony Care competition yard boots which are unsuitable for riding but are safe for yard work are permitted. Trainers or other footwear are not permitted.

5. JEWELLERY

No jewellery is allowed for safety reasons, other than a wristwatch, a wedding ring, a stock pin worn horizontally or a tie clip. It is recommended that stock pins are removed for Cross Country. Members who are contemplating piercing their ears or any other part of their body should be aware that they will not be allowed to participate in any Pony Club mounted equestrian activities until such a time as the “sleepers” can safely be removed. The reason for this is that “sleepers” have, in the past, caused injuries following falls. This rule will be strictly enforced.

In the event of a person being unable to remove permanent jewellery, it must be adequately protected by being covered by a sticking plaster or other appropriate material prior to presenting at tack check. The wearing of such jewellery while competing is at the risk of the member / parent / guardian.

6. PRIZE GIVING

Competitors must be correctly dressed in their competition clothes.

PART II – ADMINISTRATIVE RULES FOR AREA COMPETITIONS AND CHAMPIONSHIPS

Some of these rules can also be used for Branch/Centre competitions.

Each Pony Club Area shall organise a qualifying competition. Branches/Centres shall compete within their own Areas. Area Qualifiers must run between the 1st January and 31st May during the year of qualification.

The competition comprises a Mini, Junior and Senior competition. **All teams can be made up with one member only who has also competed at another level in this year's competition provided they are eligible.** Complete teams may not compete at more than one level.

The Area Representative in conjunction with the Organiser will appoint an appropriate person to act as the Official Steward at Area competitions.

7. ELIGIBILITY

Mini Competition – Teams to consist of three Members. Ages to be 10 years and under on the 1st January of the competition year, with one Member to be 8 years or under on the 1st January of the competition year.

Junior Competition – Teams to consist of three Members. Ages to be 13 years and under on the 1st January of the competition year, with one Member to be 11 years or under on the 1st January of the competition year.

Senior Competition – Teams to consist of three Members. Ages to be 25 years and under on the 1st January of the competition year. One Member to be 16 years and under on the 1st January of the competition year. Of the remaining two Members, one may be between 21 and 25 on the 1st January of the competition year.

8. COMBINED TEAMS

A Branch/Centre unable to raise a complete team may combine with other Branch/Centres within their Area. Members may only combine with the permissions of their DCs/Proprietors; fair and objective criteria must be applied when selecting these Members. Combined teams are to enable smaller Branches/Centres to field teams of Members who otherwise would be unable to do so.

9. ENTRIES AND NUMBERS TO QUALIFY

- a. **Area Competitions:** Entries should be sent, together with the entry fee agreed by the Area Organiser, to the Organiser directly. Details to be found in the Area Competition schedule. If a team wishes to withdraw, part of the entry fee may be refunded provided notice is received by the Organiser seven or more days before the competition.
- b. **The winning team from each of the competitions will qualify for the Championships.** Any Area that has 20 or more teams competing in the section at the Area Qualifier is guaranteed two spaces at the Championships. Should space allow, further teams may be invited to the Championships at the Organiser's discretion. 'Wild Cards' will be invited to the Championships by consulting scores and inviting the team that were closest in percentage to their 1st placed team at their relevant Area.
- c. **The Championships:** Entries for teams who have qualified for the Championships should be made via the online entry system no later than the **30th June**.
- d. Teams qualifying for the Championships who do not wish to attend must inform the Organiser at Prize giving, or to The Pony Club Office at your earliest convenience in order that the qualification passes to the next highest- placed team that does wish to go.

10. WITHDRAWALS

If a Branch or Centre withdraws a team prior to the closing date for a competition, a full refund of entry fees will be made, less an administration charge. Withdrawals after the closing date for a competition will not be refunded except on production of a vet certificate or medical certificate.

11. ABANDONMENT

In the event of a competition being abandoned, for whatever reason, a refund of 50% of the entry fee will be given. In such an instance the refund process will be communicated and must be followed.

12. SUBSTITUTIONS

Substitutions must be made before the start of the competition.

13. PROTESTS OR OBJECTIONS

Apart from the Official Steward, the Area Representative and Officials of the competition, only DCs/Centre Proprietors or their appointed representatives are entitled to lodge protests or objections. Protests

must be made in writing and addressed to the Organiser. They must be accompanied by a deposit of £25, which is forfeit unless it is decided that there were good and reasonable grounds for the objection.

Protests or objections must be made not later than thirty minutes after the scores have been published. The Official Steward shall give their decision in the first instance.

If this is not accepted, the Jury of Appeal shall give their decisions after investigation and this decision is final.

PART III – DIRECTIONS TO ORGANISERS OF AREA AND FRIENDLY COMPETITIONS

14. QUESTIONS

Questions must be as practically based as possible. At the Championships some questions will be asked to the youngest Team Member first, this should be done at Area Qualifiers too, to ensure all Members get to answer questions.

- a. **Minis:** Questions to be based on the Care section of the E, D and easier parts of the D+ Efficiency Testcards **and Mini Equine Achievement Badges.**
- b. **Juniors:** Questions to be based on the Care section of the D, D+, C and easier parts of the C+ Efficiency Test cards.
- c. **Seniors:** Questions to be based on the Care section of the C+, B and AH Efficiency Test cards. Questions as AH Test level should be used sparingly as not all Branches/Centres will have AH Test level competitors.

NB Centre Members: Centre Members do not own their own ponies, so be aware with wording and use open questions such as “How often should a pony be wormed?” rather than “How often should your pony be wormed?”

- d. A selection of questions can be obtained from The Pony Club Office on request for your Area Qualifier or Friendly, should you require them. There should be no ‘additional’ or ‘bonus’ questions on any rounds.

15. SECTIONS

There should be around ten stations, one for each section. Teams rotate with ten minutes at each station **for Senior and Junior and eight minutes for Mini**. A whistle or bell will be rung with two minutes until the end of the section and again to indicate the end of the section. Two minutes are given to move to the next station, before the whistle/bell is rung again to begin the next section.

A ten-minute break can be scheduled after five stations.

Each section should be marked out of fifty. One section must be identified in advance and announced at the competitor briefing as the Tie Break Round, in the event that there is a tie between two or more teams.

A draft score sheet can be found in the appendix for use at Horse and Pony Care competitions.

16. HORSES/PONIES

- a. **Minis:** Ponies under 14.2hh and ideally smaller.
- b. **Juniors:** Ponies should be under 14.2hh.
- c. **Seniors:** Horses should be between 14.2hh and 16hh.

17. ASSESSORS

Assessors can be used from local Branches and Centres; the Area Representative may be able to assist in finding suitable assessors.

- a. **Minis:** Any suitable Fully Accredited Pony Club Coach, familiar with D+ Test standard.
- b. **Juniors:** Assessors should be familiar with C+ Test standard.
- c. **Seniors:** Assessors should be familiar with B Test standard.

18. SCORING

Organisers are advised to hold a briefing for Assessors at the beginning of the day; ensure they are clear on timings and how to complete score sheets.

Rounds should be scored out of 50 marks, including 5 marks for the 'Teamwork and Approach' mark. Recommended score sheets are available from The Pony Club Office.

Branches and Centres are judged together and **not** split into two sections. Any Area that has **20 or more** teams competing in the section at the Area Qualifier is guaranteed **two** spaces at the Championships. This **must** be made clear in your results.

i. Mini Competition: Although the Mini competition should be run in the same way as the Juniors/Seniors, a 'friendly' emphasis should be used to encourage future participation.

ii. Area Competitions: Full results must be returned to The Pony Club Office within three weeks of your Qualifier taking place. Contact details should be provided for the Team Manager of the qualifying teams; they will be contacted directly once the online event entry system is open for the Championships.

19. PRIZES

All competitors in the Mini Competition should receive a 'Special' rosette if not placed. It is recommended that a 'Best Individual' Award is awarded to an outstanding individual in each level of competition.

20. SUSPENSION FROM COMPETING FOR MEDICAL REASONS

If a Member is banned / suspended from competing in any sport for medical reasons, they should not compete at any Pony Club event until passed fit for the sport in which they are banned / suspended. It is the responsibility of the member or parent/guardian to ensure that this rule is adhered to.

21. UNSEEMLY BEHAVIOUR

Unseemly behaviour on the part of riders, parents, team officials or team supporters will be reported as soon as possible by the Official Steward to The Pony Club Office. Offenders may be penalised by disqualification of the Branch/Centre or Branches/Centres concerned for a period of up to three years. Any competitor who, in the opinion of the Official Steward, has been rude or aggressive towards any officials at a competition, or who has behaved in an aggressive or unfair manner to their horse, may be disqualified.

22. INSURANCE

The Pony Club Third Party Legal Liability Insurance Policy is extended to give cover for all the official Area Competitions and the Championships. Details of this insurance are given in the "Administrative Notes" in the current issue of The Pony Club Handbook.

In the event of any accident, loss or damage occurring to a Third Party or to the property of a Third Party (including the general public and

competitors) no liability should be admitted, and full details should be sent at once to The Pony Club Office.

23. HEALTH AND SAFETY

Organisers of this event have taken reasonable precautions to ensure the Health and Safety of everyone present. For these measures to be effective, everyone must take all reasonable precautions to avoid and prevent accidents occurring and must obey the instructions of the Organisers and all the officials and stewards.

24. LEGAL LIABILITY

Save for the death or personal injury caused by the negligence of the Organisers, or anyone for whom they are in law responsible, neither the Organisers of this event or The Pony Club nor any agent, employee or representative of these bodies, nor the landlord or his tenant, accepts any liability for any accident, loss, damage, injury or illness to horses, owners, riders, spectators, land, cars, their contents and accessories, or any other person or property whatsoever, whether caused by their negligence breach of contract or in any other way whatsoever. Entries are only accepted on this basis.

APPENDIX A

HEAD INJURY AND CONCUSSION

a. General advice

Head injuries and concussion are life threatening and potentially life changing incidents. Serious head injuries are usually obvious, but concussion can be very subtle and not always immediately apparent.

Head injuries result from a mechanical insult to the head, and can cause traumatic brain injury, possibly leading to permanent disability or death.

Concussion is a disturbance in brain function caused by a direct or indirect blow to the head. Some people describe concussion as mild traumatic brain injury. Concussion should be seen as part of a spectrum of brain injury with traumatic brain injury at one extreme and no injury at the other. Typically, concussion cannot be seen on standard brain scans which make it difficult to diagnose objectively. Repeated injury to the head can worsen an already pre-existing concussion, even if the time between injuries is counted in days or weeks.

The Pony Club wants to ensure members / riders attending Pony Club activities enjoy themselves and get the most out of riding. At the same time, they must also balance that enjoyment with members' / riders' safety. This may mean on occasion that members / riders are asked not to ride by officials who believe they may have sustained a concussion either at the time of injury or from a previous injury (which may not have been sustained whilst riding). Parents / guardians, members, officials and other riders must respect this decision. It is a decision sometimes made without having objective evidence, but it is made in good faith and in the pursuance of avoiding further harm.

b. Incidents that could cause head injuries or concussion

Any member / rider who, at a Pony Club activity, suffers an incident that could cause head injury or concussion (for example, a fall from their horse / pony) should be assessed.

The person who does this assessment will depend on the first aid cover that is in place for that activity. Depending on the level of

first aid cover then the exact process of diagnosing whether the member has suffered:

- No head injury / concussion
- A suspected head injury / concussion
- Confirmed head injury / concussion.

Each option is talked through in more detail below.

From the assessment being carried out it may be immediately obvious that there is no cause for concern. In the course of Pony Club activities, The Pony Club understands there are different kinds of falls and that assuming every fall will lead to a head injury would be counterproductive to the aims of the organisation. We ask that reasonable care is taken to ensure members / riders have not sustained a serious head injury or concussion.

c. Unconsciousness

If a member / rider is unconscious following an incident, they should be treated as if they are suffering with a confirmed concussion and the steps in points f. below should be followed.

d. Who can diagnose head injury or concussion?

Diagnosis of a head injury or concussion (both confirmed and suspected) can be carried out by any level of first aid cover officiating at a Pony Club activity. These could be a trained or qualified first aider (including a coach), a paramedic or a doctor. If there is any doubt as to the diagnosis the member / rider should see the highest level of first aid cover that is present who should make the diagnosis. If the first aid cover at the activity cannot reach a definite diagnosis, then they should refer the member / rider to a hospital or a doctor off site for them to make a diagnosis.

It would be more usual for a trained or qualified first aider to say they suspect a head injury or concussion than to diagnose it themselves. If they are the highest level of first aid cover available at the activity that will mean the member / rider has to go off site to have the diagnosis made by a doctor.

The member / rider should not ride again until they have been seen by a doctor. This may mean that the rider will miss part of an activity or competition.

e. Actions to be taken in the event of a suspected head injury or suspected concussion diagnosis

If a diagnosis of a suspected concussion or head injury is made by a first aider, they should advise the parents / guardians to take the member / rider to hospital.

Any member / rider who has been diagnosed with a suspected or confirmed head injury or concussion should not be left alone and must be returned to the care of their parents / guardians where appropriate.

Once a diagnosis of suspected head injury or concussion is made by the highest level of official first aid cover present at the activity, then that decision is final. No one may overrule that decision on the day if it is made in good faith. If a member / rider is advised to see a doctor because of suspected head injury or concussion and the parents / guardians decide not to allow the member to be examined (either at the activity or in hospital), the member will not be allowed to ride again on the day and will be treated as if they have sustained a confirmed head injury / concussion. Depending on the circumstances, the decision not to allow further examination may be considered a safeguarding issue.

Where a member / rider is diagnosed with a suspected concussion by a first aider or paramedic and that member/ rider subsequently sees a doctor who is sure that they do not have a concussion and did not suffer a concussion and will provide evidence that they are satisfied that the member / rider is well, that member / rider will be treated as if they did not sustain a concussion.

f. Actions to be taken in the event of a confirmed head injury or confirmed concussion

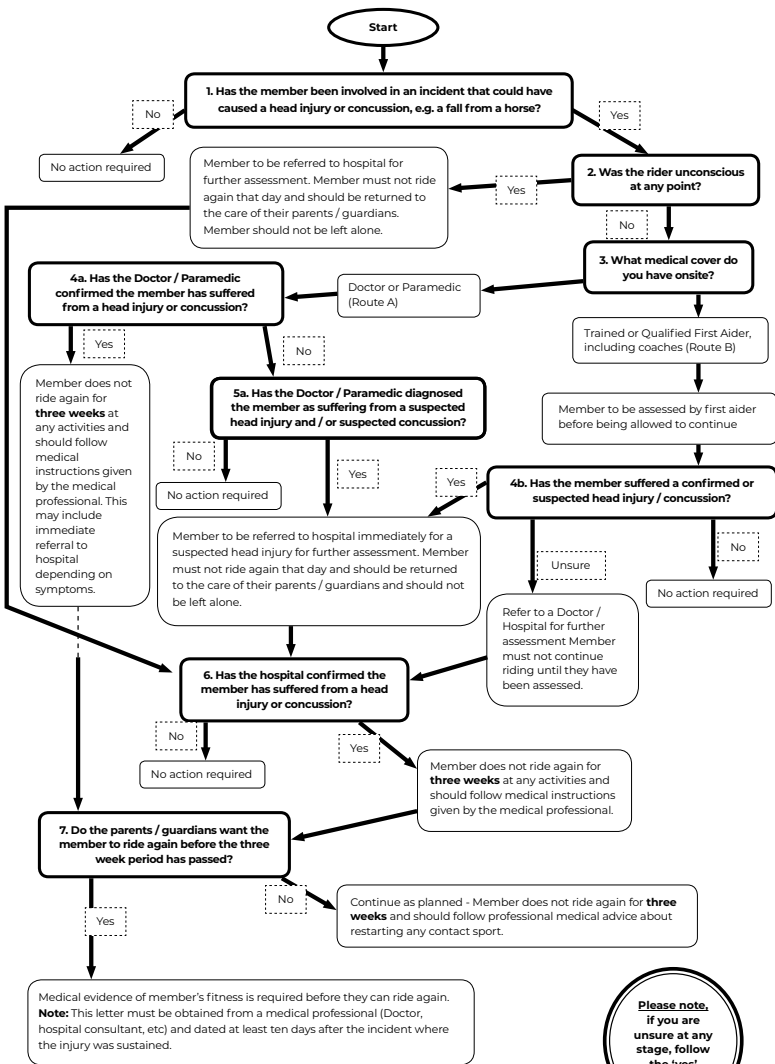
In the event of a diagnosis of a confirmed head injury or confirmed concussion, the doctor will advise the member not to ride or take part in any activity that potentially involves hard contact for three weeks. They will advise the member that they could, after 10 days, ask a doctor, who is experienced in assessing concussion (including in children where appropriate), whether they have any concerns about any ongoing concussion problems. If that doctor is happy to certify that the member is not suffering with a concussion, the member may ride again, providing evidence regarding that decision is provided. If no evidence that such an assessment has been made, the member should not take part in any Pony Club riding activity and/or any unmounted activity that may involve any hard contact for at least three weeks after the initial injury.

g. Actions to be taken in the event of a diagnosis of a confirmed or suspected head injuries/ concussions outside of Pony Club activities

The Pony Club has no official way of automatically knowing about members who sustain a confirmed or suspected head injury / concussion outside of Pony Club activities. A concussion may be sustained outside Pony Club activities, for example at riding activities organised by other BEF member bodies or at school football / rugby / hockey matches. It is for parents / guardians ultimately to decide about the welfare of their child.

However, if a Pony Club official in charge of any Pony Club activity becomes aware that a member has sustained a suspected or confirmed head injury / concussion and has been advised not to take part in any potentially hard contact activities for three weeks, they should not allow the member to take part in any mounted activities and/or any unmounted activities that could potentially involve hard contact for three weeks, unless the member or their parents / guardians can produce appropriate medical evidence of fitness to ride dated at least 10 days after the initial injury.

HEAD INJURY AND CONCUSSION FLOWCHART



Please note,
if you are unsure at any stage, follow the 'yes' route.

APPENDIX B**DRAFT SCORE SHEET****LEVEL:****BRANCH/CENTRE:****ROUND:**

	Question	Comments	Mark/5
1			/5
2			/5
3			/5
4			/5
5			/5
6			/5
7			/5
8			/5
9			/5
10	T&A Mark		/5
	TOTAL		/50



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