

Information for members- Info booklet, young horses, arena etiquette

BALLARAT ADULT RIDING CLUB INFORMATION BOOKLET

We extend a warm welcome to you as a new or prospective member of the Ballarat Adult Riding Club Inc. (and 'hello' to all of our existing members as well)

As the name suggests, BARC is for riders over the age of 18 years (or turning 18 in that financial year) and has been a HRCAV affiliated Club for over 20 years. We pride ourselves in being a friendly and helpful Club that offers a relaxed and enjoyable atmosphere with quality instruction. Members' input is always appreciated.

The Club utilises the facilities at the Ballarat Pony Club (located on Cedar Avenue & Winter Street in Victoria Park), which includes all weather riding surfaces for dressage, sand showjumping arena and an all levels cross country course.

HRCAV (Horse Riding Clubs Association of Victoria)

The Association was formed in 1981. Their objectives are to:

- Promote interest in equestrian sports;
- Promote good fellowship among those interested in equestrian sports;
- Educate, train, coach and encourage members of the Association;
- Do all such things and act conducive to the furtherance of the objectives and interests of the Association.

Membership

The financial year is from 1st November to 31st October each year. The Club's fees are fully payable by 1st November and are comprised of:

HRCAV Fees (Membership to Association)

Insurance

Ballarat Adult Riding Club Inc. (Club Membership)

Rally Instruction (this is paid up-front, no more to pay)

A Disclaimer Statement must be signed each year upon payment of fees.

After joining, a Membership Card is issued and stamped by the Club Treasurer for the valid year. This Card must be given to the Event Secretary at all official events as

proof of membership. If you fail to present your Membership Card you will not be permitted to ride, as you have no proof of membership, and therefore no insurance. Another important note is that you must not use correction fluid or stickers on your card – this deems it invalid. Any alterations must be made by ruling a line through the old information. (see further information regarding assessments and cards etc). It is also the member's responsibility to ensure that their card has been signed and stamped by a club official (Secretary/Treasurer/President). Failure to do so would see you having to ride HC (non-competitive) and paying day insurance at a competition.

Name Badges

New members are required to purchase a name badge when paying first-off membership fees (approx \$10 -15.00 depending on current supplier). This badge will identify you to other members and Instructors and it is encouraged that you wear it at Club Rallies. The badge can also be worn at official competitions if you wish to do so.

HRCVA Magazine

“Chaff Chat” is the official monthly publication of the HRCVA and is home delivered. There are many interesting and useful articles each month. If you intend on competing, this magazine is a “must have” as it lists all the events being held by other clubs. Subscriptions can be paid for with fees.

Performance Cards

A Performance Card is required for each horse for each discipline for those members wishing to compete in official events. The Performance Card shows the levels that have been achieved by the horse/rider combination in each particular phase of competition. A valid Performance Card must have:

- The membership number as printed on the Membership Card.
- The member's name.
- The horse's competition name, size, sex, colour and brands (note; if not branded, this section should be noted as “n/a”).
- Horse/rider combination level assessment details for each of the relevant disciplines.

The relevant Performance Card must be given to the Event Secretary at all official events as proof of assessment. If you fail to present your Performance Card you may not be permitted to ride, or will possibly be allowed to compete Hors Concours (not competing for a prize. Not possible for jumping events for safety reasons). The use of correction fluid and/or stickers covering old information deems a card invalid. If a

combination reaches base points of the next level, it is the rider's responsibility to ensure the combination then competes at the new level. Head Office will usually send a letter to competitors to alert them to having gone up a grade.

Performance Cards are available for the following disciplines:

- Dressage
- Showjumping
- Horse Trials (Eventing)
- Combined Training
- Showing
- Navigation Rides

Level Assessment

In order to have meaningful and fair competition between competitors of similar abilities, it is necessary to encompass the range between the less competent and the most competent. Level assessment is the vehicle by which all members of the HRCVA have access to fair and safe competition.

Members may request to be assessed in any or all of the disciplines, but their level may not be the same in each discipline. The following levels are allocated for all competition phases:

Level 1 Advanced (As far as it goes in the HRCVA!)

Level 1 (Hardest)

Level 2

Level 3 (Intermediate)

Level 4

Level 5 (Least Difficult)

Both the rider and the horse shall be allocated a level as a combination in each assessed discipline. They will be placed into the level relative to their experience and ability. A member may be allocated a level on more than one horse, again as a combination. The Level Assessor has the right to refuse to assess any combination for any reason.

The Club is privileged to have a Level Assessor as a member (Jenny Bartlett – 5346 1414). The standard fee for level assessing is approximately \$50.00 and if members wish to be assessed at their own home/other place at a time convenient to both parties it will cost you this amount. In the past, to save on costs, the Club had established that the April Rally each year would be an assessment day. Unfortunately, due to Jenny's pressing judging commitments to the HRCav (in particular), this may no longer be available. Therefore we suggest that you make private arrangements with a level assessor when you are ready to go out and compete. Alternatively, if a group of members wish to be assessed, Jenny might be able to arrange a group assessment at a time to suit. Names of assessors are available through the HRCav office.

You must present your HRCav cards when being assessed so they can be filled in. You do not need to be assessed in all fields of competition, for eg: you may choose to only be assessed for showing, or only dressage, but, if you are being assessed for Horse Trials, your assessment will include dressage, show jumping and cross country, therefore your SJ and Dressage cards will be required along with your HT's card. If in doubt, ask the assessor!

Official Club Uniform

When you are competing at official events you are representing your Club. It is a ruling of the HRCav that all clubs have registered colours and the "colour" for Ballarat Adult Riding Club Inc. is red with a black insignia.

You can have your own style of red windcheater/jumper/vest/polo shirt/collared top embroidered with the Club's black logo/insignia - this is available through Ballarat Embroidery in the Bridge Mall and Tashwood Horse Rugs in Dereel. It is important that your chosen item has the BARC insignia – if not, then it's not our official uniform. At competitions, the Ground Jury, at their discretion, may refuse/eliminate competitors who are improperly dressed.

Compulsory

ASA current approved riding helmet – white or black. (please check what the current standard is – some helmets are only approved for the US or UK for instance) Current standards include: AS/NZS 3838 EN 1384 and ASTN F1163

as indicated in the HRCav Manual

- Red Club jumper/vest/top with black BARC insignia (with white shirt with a tie / stock / ratcatcher collar underneath)
- Or a red polo/collared top in warm weather (must have the black club insignia)
- Beige or white or other light coloured jodhpurs or moleskins

· Short or long riding boots

* Riders must provide their own number holders (both sides) to display their allotted competition number when competing (this can be a bridle or saddlecloth holder, and chest numbers are often used when showing)

Optional

Red Club saddle blanket with black trim

Plain black or white saddlecloth

Gloves

Chaps/gaiters over short boots (see the HRC AV website for detailed information)

Club Rallies

All Club events are held at the Ballarat Pony Club grounds unless otherwise advised. Rallies are usually on the 4th Sunday of the month, with the financial year beginning in November. Rallies are held in the months of November, December, January, February, March, April, May, June, July, August, September and October. December rallies will not be held on the 4th Sundays due to Christmas. See the calendar in the newsletters for details. (December 2012 will be the first year that we host a rally in December and then January 2013. Previously we had no rallies during these two months)

Riders are able to have up to two lessons per rally. The President will draw up a rally plan which should be available in the week leading up to the rally. Members are required to contact the Vice President by the 3rd Tuesday of every month to book a flat and jump (if required) lesson. There is a maximum of four riders per flat lesson. There may be more in jumping, poles and gymnastics classes.

Please note that Medical Armbands must be worn at ALL TIMES WHILST MOUNTED. You will not be allowed to ride if you don't have your armband. Medical armbands can be purchased from saddleries or the HRC AV.

Members wishing to participate in a jumping lesson should book this when they contact the Vice President, indicating their level of ability. There is usually a maximum of six riders per jumping lesson.

Please have your horse warmed up and be ready to ride before your allocated lesson time. Being late for a lesson is disruptive to the instructor and the other riders in your group. Riders MUST NOT go over any obstacles until instructed to do so.

Putting out and packing away Rally equipment doesn't happen by itself. Please lend a hand and make this job easier on everyone.

Our Rallies are social occasions too! Please feel free to have a cuppa and a chat before or after your lesson and show support for other members of the Club whilst they are riding. Watching lessons can be as valuable a learning experience as actually riding. Tea and coffee are provided for members (and entourages) on Rally Days – byo lunch.

It is extremely important that you contact the Vice President if you are unable to attend a Rally. This will ensure that the correct number of Instructors is booked for the day.

Safety Equipment & Rider Responsibilities

- **Riding helmets (current ASA approved) and riding boots are a compulsory requirement and must be worn at any event. Under no circumstances will members be allowed to ride without them. Suitable riding boots are;**
 - **long rubber/leather/synthetic top boots with a smooth sole and heel;**
 - **short rubber/leather/synthetic short elastic sided/riding boots with a smooth sole and heel (Blundstone type work boots or runners with a heel are not allowed). See HRCAV website for further explanations.**
- **For saddles with single buckle girths, a secondary sircingle is required.**
- **Side reins are not allowed.**
- **As the Club is for adults, children are not encouraged to attend Rally days. If it is essential that they accompany you they must be under constant adult supervision so as not to distract or unsettle other horses and riders. At no time should a child be mounted upon a horse as they're not covered by their parent's insurance.**
- **Medical Armbands must be worn AT ALL TIMES WHILST MOUNTED AT RALLIES**

Monthly Club Meetings

Once a month, the Club holds a dinner meeting to discuss the business of the Club. The current meeting venue is the Sebastopol Bowling Club. We are using the 'function unit' for the meeting itself, located externally to the Bistro (where we have a meal) on the southern end of the building. Please refer to the Newsletter for an update on where the meetings are held in case the venue changes. Dinner is from 6.00pm and the meetings commence around 7.15 - 7.30pm – all members are encouraged to attend. The current President will email out a copy of the agenda prior to the meeting. If members wish to bring up any matters, please contact the President to have it tabled on the agenda.

Rally Meetings

At lunchtime at each Rally there is a short meeting of members at the Clubrooms – it is recommended you attend. Not only will you gain knowledge of what's happening around the Club but it will also give you an opportunity to meet and chat to other members.

Club Newsletter

Each month the Club produces a newsletter for members. If you have provided an email address on your Application for Membership, your newsletter will be emailed to you. In the interests of protecting our environment, we encourage members to use email facilities wherever possible. This also decreases the club's running costs, which means a little bit less for us to have to fundraise! Otherwise it may be available at the rally or posted to you if you're unable to attend. Items for sale are listed free for members. Any other items of interest should be sent to the Newsletter Editor and are gratefully received (eg. competition results, photos, articles etc).

Annual General Meeting

The Ballarat Adult Riding Club Inc. Annual General Meeting is traditionally held at the October Rally each year. Only financial members of the Club have voting rights and are allowed to hold Office Bearer positions eg. President, Vice-President, Secretary, Treasurer and General Committee. At the meeting, reports and financial statements are tabled and all positions are declared vacant. Positions are also available for Event Secretary, Newsletter Editor and Tea person etc.

Use of Grounds

The BPC grounds are available to members for the purposes of training for an event. The rules governing this seem to change frequently, so please contact the Ballarat Pony Club directly to find out what is involved. At present, a key can be purchased and an annual fee paid for use of the grounds.

Club Videos

The Club has a stock of varied videos available for free loan to members. Please note that if a video is lost, it is the responsibility of the last hirer to have it replaced.

Dressage Mini Comp

This is an internal Club event that gives members a chance to compete at dressage without the stress of an official competition. It is held over four rallies. Entry forms are distributed with the previous month's newsletter and there is an official closing date for entries, with a draw of times posted to you after that date. There is a minimal charge of \$5.00 per competition to cover the cost of our guest judge and end of year presentations. You may ride only one test at either your assessed level or the one above per horse. Points are awarded per combination.

The final presentation is at our October Rally. There is a perpetual trophy awarded to the winner with rosettes or sashes to sixth place. The winner of the year's competition has the task of conducting the following year's event (although this task may be undertaken by another party if desired.)

Club Competitions

In recent years the Club has held three official HRCVA competitions each year - a Dressage Jackpot (part of the Golden Spurs Dressage Series) and Horse Trials (in conjunction with Smythesdale ARC) (we are no longer currently hosting the HT's due to the huge workload, but that could easily change!!). In 2010 BARC began hosting a Horse Show at Kingston Show Grounds. These events are our major fundraisers for the year (which enables us to keep our fees to a minimum) and it is compulsory that all members assist at both the working bee the day before and at the actual competition. We are currently hosting one Dressage competition (in the Golden Spurs Series) and a horse show. We also run the HRCVA ring for the Ballarat AG Society.

The Executive Committee are "Team Leaders" for these events and members are to nominate for a team they would like to be a part of. These include catering, gear check, pencilers, scoring, raffle/sponsorship. If a member fails to nominate for a particular team, they will be allotted a task.

Ambulance Subscription

Please note that regardless of whether you are an Ambulance Subscriber, the Club will call an ambulance if you have an accident at a BARC Rally and require medical attention. The Club or other members thereof accept no responsibility for any costs incurred.

Medical Armbands

Medical Armbands are compulsory for all jumping phases at official HRCVA events. Failure to wear an armband during a jumping phase will result in elimination from the event. Armbands must be worn on the rider's upper arm with the rider's name clearly visible to gear check stewards and medical personnel. They cannot be worn under clothing or on riding boots.

Medical Armbands must be worn at all times whilst mounted including lessons at monthly rallies. Please ensure your current details are listed.

Rider Identification

At all official and unofficial events, competitors must wear a number, either on their person, the horse's bridle, the horse's chest or the saddle blanket. At Horse Trials events, competitors must wear numbers on their front and on their back for the

cross country phase – these are usually supplied by the event organisers (a fee is usually required on pick up and refunded upon return). ****Please note that competition rules are constantly changing and it is up to you to learn and follow any changes**** Numbers should be worn on both sides of the bridle or saddle cloth.

Stallions

Both the HRC AV and BARC allow stallions at their events.

Riders and handlers must be over the age of 17. They must wear a green ID tag at all times. Transportation must also display appropriate signage so that all competitors are aware of a stallion's presence.

Owners of stallions please see the HRC AV rule book for a full description of their responsibilities.

BARC request that members bringing stallions to rallies please respect the safety of all our members and their mounts and follow all guidelines and rules as well as using their own common sense.

This applies equally to members who need to respect and observe the stallions' needs (no free services!!!)

Top Team Trophy (TTT) Events

TTT Events are held once a year for the following disciplines:

Dressage, Showjumping, Combined Training, Horse Trials, Showing and Competitive Riding (Navigation Rides).

The purpose is to increase opportunities for fair and equal inter-Club competitions. A Team shall consist of 3 or 4 riders but only the best 3 scores will count. Team members must compete at their assessed level and the Team may consist of competitors of various levels. If you are interested in competing in TTT events, logs are now required to be completed, or an assessment performed within 3 months of the event. (see HRC AV rules for any changes) This is an official HRC AV rule introduced to prevent competitors from deliberately 'holding back' and not pointing up. See Chaff Chat to keep up to date.

Members are advised through the Club Newsletter when events are coming up and call for interested competitors. The Vice President will need to be notified if you wish to participate. All fees must be paid by the due date.

General Information

· No horse under the age of 4 years is permitted to jump at official events.

· No horse may take part with more than one competitor at the same event. It is forbidden, under penalty of disqualification, for anyone other than the nominated rider to school the horse for the duration of the event, being from initial entry into the event grounds until presentation of ALL awards. Any person other than the nominated rider, while mounted is permitted only to walk the horse on a long rein from one place to another. Any person may work the horse on the lunge. (please see rule book for 'showing' rules)

· The HRCav have a range of items for sale (eg. rule book, medical armbands, dressage tests). The HRCav Office contact details are:

Level 1

20 Station Street

Nunawading VIC 3131

Telephone: 9877 0330

Fax: 9877 9400

Email: info@hrcav.com.au

Website: www.hrcav.com.au

Office Hours: 10.00am to 4.00pm – Monday to Friday

Young Horses

Young Horse Considerations

The Executive at the Ballarat Adult Riding Club Inc recognises that bringing on a young or inexperienced horse can be a most rewarding experience. We also recognise that all riders and horses have unique experiences and come from very individual backgrounds. We are also aware that the group lesson situation presents the young or inexperienced horse with a unique set of challenges. In the interests of the SAFETY of all horses and riders that attend our rallies we have compiled a list of recommendations that should be given consideration prior to joining in the group lesson environment with a young/inexperienced horse.

* For any horse, but particularly the young/inexperienced horse, a lesson is ANY experience. A "lesson" need not involve ridden instruction to be of great value to the horse's education. It is always a useful learning experience for the young horse to be brought to a rally and have the chance to look around and experience a new environment without the added pressure of being ridden in a group.

* “Limit the experiences of a foal or young horse to what you want him to know or remember.” This quote comes from the immortal Tom Roberts and is one we could all do well to consider. It is particularly important with the young horse to end the lesson/outing on a positive note. If that means that the horse has taken to a new, unfamiliar experience with out any fuss then such a moment might be the right time to “end the lesson”.

* Young and inexperienced horses have neither the mental nor physical strength to cope with long lessons. To quote Tom Roberts again: “As in all lessons it is better to repeat a short lesson than to wear the horse out with a long one”.

*Tom Roberts makes another valuable observation: “Introduce only one new thing at a time”. A young horse WILL have trouble coping if it is exposed to a number of new stimuli at the one time.

* The amount of experience that a rider has with young /inexperienced horses might well dictate the speed with which a combination progresses.

* Before presenting for a group lesson it is recommended that the rider/horse combination has had a number of positive outings away from their familiar, home environment. The number of outings required can only be judged by each individual rider who must realistically assess his/her own degree of experience with young horses when making such a decision.

* The facilities available to us at the Ballarat Pony Club grounds (e.g. the round yard) are there for us all to use on our rally days and used wisely can greatly enhance the learning opportunities of our horses.

* It would be wise when riding a young/inexperienced horse to consider the use of added safety precautions. This might include the wearing of a medical armband (now compulsory anyway) and a back protector.

The Ballarat Adult Riding Club hope that by bearing these simple guidelines in mind you will have many happy and rewarding days at our Club rallies with your young horse.

ARENA ETIQUETTE

Arena Etiquette

The most important thing to remember when riding in a group is to pay attention to the other riders be aware of how horses are reacting and be courteous. Accidents can happen easily when riders have their eyes down and aren't paying attention to the others. Also remember to tell the others what you plan on doing; when in doubt call "Heads Up!"

Passing

When passing another rider call "Passing" or "heads up" to make them aware.

Never pass within 2m of another horse, some horses are frightened of 'horse traffic'

If you are passing someone coming from the opposite direction (head on), pass left shoulder to left shoulder. (Stay well to the inside/outside - keep distance between you)

Don't cut people off or run up their backsides!! Leave at least 2 horse's distance between you.

If you're too close, perform a 10 metre circle to create distance then return to the track (but don't cut off another rider riding behind you!) OR, look around the arena and ride into an empty space

Don't ride directly at another horse!

Don't just halt attempting to gain space between you and the horse in front if there is another one behind you!

Moving Off The Track

When executing figures keep your eyes up and be aware of what others are doing around you. Try to get a section of the ring to yourself.

If you are walking while other people are trotting or cantering, stay off the track (more towards the centre of the ring) so they don't have to ride around you

Changing Direction

You should turn towards the middle of the ring and make a half circle.

It is acceptable, and sometimes more practical, to cut across the ring, diagonal, or make a tear drop shape.

When tracking in the opposite direction of everyone else, pass left shoulder to left shoulder

When changing direction with the group in a tight space, follow the person in front of you through their turn so no one gets cut off

Don't ride directly at another horse!

Jumping

PLEASE NOTE: AT RIDING CLUB RALLIES NEVER JUMP POLES OR JUMPS UNTIL INSTRUCTED TO DO SO BY YOUR INSTRUCTOR!!!

Listen carefully to the instructor and follow their instructions

Always ride in the same direction as others when jumping

Follow arena etiquette with rules, such as: Leaving at least 2 horse's distance between you, particularly at speed; never ride at another horse; leave extra space between yourself and others when actually jumping

When jumping a sequence of jumps, your instructor will often have you going one at a time. If jumping only 1-3 simple jumps or a grid, they may have you following on; if so, you may have to form a holding pattern so as to leave enough space - **DON'T RIDE UP EACHOTHER'S BACKSIDES!**

Walking Out/Leaving a Lesson

It is polite to wait for your instructor to dismiss you before leaving your lesson

Pay attention to those who are still riding and keep out of their way - stay on the inside of the track! Run up your stirrups, take your reins over the horse's head, loosen your girth a couple of holes, walk next to their neck/head not in front of them).

Dressage Competitions

Follow basic rules of etiquette when warming-up amongst others –For your own safety, keep your eyes up!

Respect riders' rights whilst competing, maintain 10m distance from operating dressage arenas

Try to be quiet and respectful whilst near operating dressage arenas; the judges and riders don't need to hear you gossiping!

When you present to the judge, (say 'hello'), and tell them your name, back number and horse's name (Most HRC AV judges seem to appreciate/expect this)

You should do the same when presenting to the gear checker

Remember - you are representing your club as well as yourself when out competing!