



WERRIBEE

PONY CLUB

NEW MEMBER

INFORMATION PACK



Contents:





General Werribee Pony Club info
Club rules / WPNEC rules
Signing in at rallies
What to wear
Are you ready to compete?
(members to keep these forms)

Medical forms
Parents / Media Forms
(return to club with joining fee)

Executive Committee:

District Commissioner: Wayne Cuthbert
Phone: 9741 6074
Email: werribeePCDC@outlook.com

President: Aimee Cuthbert
Phone: 0403 378 870
Email: werribeepcpres@hotmail.com

Vice President: Karen Brooks
Phone: 0407 522 445
Email: kbro4648@bigpond.net.au

Secretary: Susan Thomas
Phone: 0408 765 717
Email: werribeepcsec@outlook.com

Treasurer: Janet Teague
Phone: 0407 567 578
Email: bcj@con.bigpond.com

CLUB WEBSITE www.werribee.ponyclubvic.org.au



WERRIBEE PONY CLUB INC

ARN A0004343S

P.O Box 185 Werribee 3030 Telephone: 0408 765 717 (Secretary)

Website: www.werribee.ponyclubvic.org.au Email: werribeepcsec@outlook.com



WERRIBEE PONY CLUB INFO

(Rider to keep)

Welcome to the Werribee Pony Club. We have prepared some general info about Pony Club and Rallies to help you get started in your club! If you have any questions, please call Wayne (District Commissioner) or Sue (Secretary) or email the Club on the above email address.

WHEN / WHERE DO WE MET

Pony Club Rallies are generally the first Sunday of the month at the National Equestrian Centre, K Road, Werribee, from February to December. Riders must be signed by 9.30 am on rally days. To start your day off, grab a bacon and egg sandwiches for breakfast from 9 am. Breakfast tickets can be purchased from the canteen. While you are there, you can also hand in your lunch order for the day.

Instruction at rallies consist of Show jumping, Dressage, Cross-country, Games and Horsemanship. The Club boasts a variety of instructors at the Club, and great tuition for riders of all levels and ages. A full list of rally dates are available on our Club website, so please take a look at the site before coming to a rally.

FIRST RALLY

The Club recommends riders do a trial rally to see if Pony Club suits them. Please find forms on the WPC website to Come and Try Pony Club attendance forms. If you think Werribee Pony Club is for you make sure to complete these forms and sign up!

NEW MEMBER PRICE AND PACK / TRANSFERRING MEMBERS

Please refer to the member fees on the website set for the current season. Fees are not refundable but can be transferred to another club. Fees must be paid prior to riding on your first rally. They include PCAV insurance for riders, where riders are covered by insurance for riding accidents, 24/7 and not just at PCAV activities.

There is also a rally fee which is \$20 per rally. New members will need to pay the \$20 per rally fees upfront for the remaining rallies for the rest of the current financial PCAV year (July - June). Fees for the new financial year will be advised by the committee in April of each year. All riders over the age of 8 years will also need to purchase the PCAV D&D* Workbook to gain a PCAV certificate to enter competitions.

For transferring members, the PCAV transfer form must be completed and handed in also.





MAJOR CLUB EVENTS

Annual Two Day Horse Trials

The club holds one event a year at the end of September. We have up to 500 competitors from across Victoria to compete at our Horse Trials, which are Dressage, Show jumping and Cross Country.

Boomerang Ranch Camp

Is held annually on Labour Day weekend. The camp runs from Friday to Monday, consisting of a Navigation ride on Saturday and a ride to the Pub on Sunday for a Counter meal. Monday is a final ride in the bush before heading off home. Financial riding club members receive their accommodation and breakfast paid for by the Club for the three days.

UNIFORMS

Our uniform colours are brown and fawn and consists of the following combinations, a woolen jumper with a white shirt underneath and a regulation PCAV tie or alternatively a WPC rugby jumper (without white shirt) or WPC polo top. Jodphurs can be beige, banana or white, with smooth soled riding boots and an approved PCAV standard helmets. A WPC pony club saddle blanket can also be purchased, however these are optional. Medical armbands must be worn at rallies.

Uniforms can be purchased new or second hand, from the uniform coordinator only during the lunch break at rallies. New riders are expected to be in full uniform after **2 rallies**.

RALLY TIMETABLE / GROUPS / PARENTS ROSTER

The rally timetable is uploaded onto the website on the Thursday before the rally on the Club website www.werribee.ponyclubvic.org.au . Riders are placed into a group at the rally after signing in.

Parents or supporters of riders are expected to assist with rally tasks at least 3 times per year, as well as supporting our two day event. Tasks for parents are in the roles of either cooking breakfast, helping in the canteen, preparing lunches or setting up and packing away jumps. Parents make sure you are aware of what tasks you have been assigned and report to the area at the nominated time.

New members will be placed into a group, usually after the first rally attendance or once the DC has ascertained rider and horse ability.

YOUR FIRST COMPETITION / GRADINGS

Riders can attend their first competition after 2 signed off ridden Pony Club rallies. Make sure you read the information below on Are you Ready To Compete . Riders can be graded by the DC for competitions in One Day Events (ODE s) or Horse Trials, Dressage, Showjumping and Combined Training. Riders also need to complete & pass their PCAV Rider D Certificate before being graded.

Pony Club Association of Victoria Rules

PCAV rules can be located at www.ponyclubvic.org.au

Sue Thomas
Secretary
Werribee Pony Club



RULES OF THE WERRIBEE PONY CLUB
Affiliated with the Pony Club Association Of Victoria

1. There is to be NO bad or abusive language whilst in Pony Club uniform, during events or at any PCAV / WPC event.
2. Full uniform to be worn on Rally Days whether mounted or un-mounted. To gain attendance, members must be actively involved with Club activities for the full day. This is at discretion of the D.C.
3. With the exception of watches, no jewellery is to be worn on rally days.
4. Medical armbands are to be worn by riding members at rallies. Armbands are compulsory at all PCAV competitions, and due to the size of the venue, up to date armbands are required so the first aid/instructor have a contact number for an injured member.
5. New members are expected to wear the full uniform after 2 rallies.
6. Rostered parents or parents that have been asked to fill in, are allowed in the food preparation area. No children/non-canteen duty parents/riding members are permitted in the food preparation area.
7. Whilst horses are unattended at rallies, it is preferred that the horse be in a yard, if yards are available at the venue. If there is an identified issue, the owner will be spoken to by the DC and President & may be requested to have the horse in a yard at rallies.
8. Horses must never be tied to any float which is not connected to a vehicle or otherwise suitable restrained. Horses must be tied in a safe manner. Horse must not be tied to unattached floats, wheelie bins, etc. **
9. No horses are to be within the immediate precinct of the Clubrooms/ car park area. This excludes the designated rally point assembly area.
10. No member is to leave his or her riding group without the permission of the instructor.
11. No parent is permitted within the training area unless invited by the DC or Instructor. Parents are also not to coach riders from the sidelines of the group.
12. Show jumping / Cross Country is only to take place under instructor s supervision. No Cars are to be out on the Cross Country Course (except 1st aid car).
13. All riders are required to walk their horses between classes or when leaving the grounds.
14. Helmets are to be worn at all times whilst mounted on the grounds. Riding bareback or on rugged horses is not permitted **
15. At least fifty (50) % attendance from riding members and twenty five (25) % from Associate (17 years old and above) is required at Club instructional rallies before being eligible to compete at competitions. Horses must have been ridden at two (2) instructional rallies to be eligible to compete, or be graded for the following disciplines: Dressage / Showjumping / Horse Trials and Combined Training.*



-
16. Riders are responsible for the PCAV membership cards. The DC is the only one her authority to fill complete the riders PCAV Grading. The DC & Club/Card Secretary are the only Club personnel that can complete the rally rider attendance. PCAV cards must be taken to every PCAV competition by the rider.*
 17. Riders are not permitted to ride any Cross Country Jumps located in the Civinex paddock at any time during rallies. The Civinex paddock is located past the gates behind the Showjumping arena s. Dogs are not permitted in this area, as requested by Werribee Park Mansion.
 18. Riders are only permitted to ride the mount they have nominated to ride when signing in at the rally. Riders may swap to another mount only if permission has been given by the Parent/Guardian as well as the DC or President. (no exceptions)
 19. Cars must adhere to the WPNEC Speed limit whilst on Club grounds. All persons driving must hold the appropriate licence s and all persons must be inside the vehicle at all times, and not in the back/tray of any utes.
 20. There are not be no person/s on the Club jumps trailer whilst in motion.
 21. Yards must be clear of manure prior to departure at a rally. Manure must be left at the front of the yard.**
 22. Lunging of horses at rallies is ONLY in the designated lunging area.*
 23. Werribee Park National Equestrian Centre also have rules that every member must adhere to when at rallies and events at the Centre. Please be familiar with these rules. They can be located in the Clubrooms, and on the Werribee Pony Club and Werribee Park National Equestrian Centre websites.

PRESIDENT Aimee Cuthbert D.C WAYNE CUTHBERT

** this is a National Equestrian Centre Management rule.

*This is a PCAV rule

November 2014

Werribee Park National Equestrian Centre rules



Werribee Park National Equestrian Centre Committee of Management consider it a privilege that you are allowed to bring your dog to this venue. We insist you keep your dog under effective control at all times.

- Approved Safety Helmets must be worn at all times when riding
- Cross Country obstacles must not be jumped/used unless a non riding adult aged eighteen years and over is present.
- Riding of horses bareback is prohibited
- Riding of rugged and/or unbridled horses is prohibited
- Any person may lead a maximum of two horses while mounted
- Stallions must at all times be in the control of a person aged seventeen years or more, when led or ridden
- Horses are not permitted within/upon the quadrangle (between the barn & Indoor 1)
- Horses are not permitted near pedestrian door ways
- Bicycles are not permitted in the Indoor Arenas
- Bicycles are not permitted near doors designated as public entrances or exits
- Motor Cyclist riders must wear approved safety helmets and hold the appropriate licence
- Speed limits must be adhered to at all times
- Power leads must not cross roads or tracks
- Construction of portable/tape yards is prohibited
- Alcohol must not be consumed in the Indoor Arenas, unless purchased from the licensed bar located in Indoor Arena No 1
- Please observe all signs at the venue

These conditions apply unless the Manager or the Committee of Management has given the discipline/event/activity concerned an exemption

PLEASE NOTE: If you wish to use the WPNEC for Private Training outside of rally days, you must contact the centre, book and pay the facility fee of \$16.

WHAT TO WEAR





COMPETITIONS

Either:

Werribee Pony Club Wollen Jumper, White Shirt & PCAV tie

OR

Werribee Pony Club Rugby Jumper & Polo Top

White / Fawn / Banana / Beige jodhpurs
Smoothed Soled Riding Boots or Long Boots
Approved Gaiters
Approved PCAV helmet
Medical Armband

WHAT TO WEAR

RALLIES

As above

And also

Club Jacket

Smoothed soled riding boots

WHAT NOT TO WEAR AT COMPETITIONS / RALLIES / WPC EVENTS

Non-Club uniform

Colored jodhpurs / shirts or jumpers

Chaps

Runners

Non PCAV helmets

Werribee PC Uniforms & prices



Club Rugby Jumper: \$60

Club Polo Top: \$50

Wollen Jumper \$70

PCAV tie to be worn with woollen jumper \$25



WPC hat cover: \$25 for 2 tone plain cover, or \$30 for fawn hat with either stars, hearts, lightning bolts or horseshoe pattern.

WPC Saddle blankets: \$75

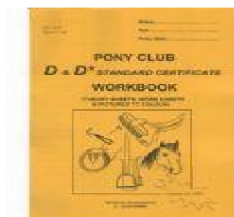
Uniform combinations: Woollen jumper, white shirt & tie OR polo top & rugby jumper.

Other shop items

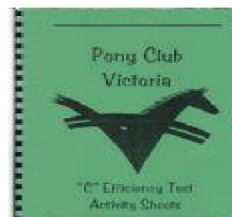
Rider card cover \$5



D & D* Certificate
Workbook \$25



C Certificate
Workbook \$60*



PCAV riders badge \$10



*includes sitting test fees



WERRIBEE PONY CLUB INC

ARN A0004343S

P.O Box 185 Werribee 3030 Telephone: 0408 765 717 (Secretary)

Website: www.werribee.ponyclubvic.org.au Email: werribeepcsec@outlook.com



Thank you for joining the Werribee Pony Club.

The following forms will provide you with the information on what to do with your Pony Club Card and starting to compete. This card will be posted to your after your 1st rally.

We wish you and your horse the best of luck.

Are You Ready to Compete?

Often riders focus only on getting themselves and their horses ready to compete. Hours of work are put into learning tests, practicing over jumps and getting horses fit. On the big day, however, those riders who manage to place or win, will also have asked themselves 3 key questions....

Question 1: Do I have my PCAV Club Member Card - and are my details right?
(This will be sent out once you have returned your membership forms)

Before attending an event, **riders need to check their PCAV Club Member Card and make sure it contains accurate and complete information.** (If you turn up at a competition and your details are found to be incorrect, you will be ineligible to compete.) So, you need to plan ahead. If your Club's Card Secretary holds your Card, you need to arrange to get hold of it before the competition. (Equally, it is your responsibility to return the Card so it can continue to be updated by your Club.)

You should check that, in the 12 months prior to the date of the competition;

- Your Card shows you have attended at least 2 mounted rallies at your Club on the horse you will be competing on.
- You have attended 50% of your Club's rallies (if you are under 17 years old) and 25% (if you are 17 years and over)
- The name and spelling of your horse on your Card, matches what has been written on your entry form.
- The horse/rider have been graded at the grade entered into for the competition

Graded competitions are Horse Trials (Dressage/Showjumping/Cross Country), Showjumping, Dressage and Combined Training (Dressage/Showjumping.) The DC is the only executive member of the committee who is able to grade the riders. Riders can be graded after their 2nd ridden rally. If you buy a new horse, and wish to be graded, you can be graded after your 2nd ridden rally on that horse.



Question 2: Have I got the right gear for a horse and rider at my grade at this type of competition?

Riders are expected to know and comply with certain PCAV gear requirements before competing. Apart from comfort and safety reasons, it's important that riders use the same equipment so that no one person has an advantage over someone else. At the end of the day, it is the rider's responsibility to make sure the correct gear is used - otherwise you risk being not allowed to compete or being eliminated 😞 from an event.

The PCAV's Gear Rules were updated and published in November 2006. They really spell out why gear check is important and address what the rider is responsible for (as well as the official conducting the gear check). They are well laid out so it is now much easier to compare and contrast what can be worn/used at rallies vs different types of competitions. And there are a few major changes as well. For example, **medical armbands (with the correct personal/emergency contact details) must now be worn by all competitors irrespective of the type of event.** With regards to helmets, **it is now the rider's responsibility to ensure that their helmet complies with the relevant standards.** From time to time there will be spot checks and if a rider is wearing an incorrect helmet, you may be disqualified. 📢

Question 3: Have I read and understood the competition rules?

Make sure you understand what the judges expect of you when you ride. Sounds obvious, but many a talented combination have ridden brilliantly on the day and then found themselves at a disadvantage or eliminated because they didn't know the event rules. Don't leave it to the day of the event to work out what's expected. At best, you risk putting yourself at a competitive disadvantage. At worst, you could put yourself, your horse and other riders at risk as many of the competition rules are there to protect the rider.

So, be smart..visit the PCAV website and download the latest rules for all kinds of pony club events. 😊

<http://www.ponyclubvic.org.au/>



Pony Club Association
Of Victoria



Membership Registration Form

SUMMARY PAGE - Membership Type: Junior (16& under on the 1st July) Associate (17and over on 1st July)

Riding Member- Full Name:		
Address:		
Suburb/Town:		Postcode:
Phone Home:	Mobile:	
Email:		
Date of Birth:	Age:	Occupation:
Riding Experience:	Certificates gained:	Previous membership if any
Horse details:	Name:	Name:
	Age:	Age:
	Height:	Height:
Horse agisted:		

Parent/Guardian 1:		Relationship:
Phone Home:	Work:	Mobile:
Email:		

Parent/Guardian 2:		Relationship:
Phone Home:	Work:	Mobile:
Email:		

Member Declaration

I agree to abide by the rules, regulations, policies, procedures and directives as stipulated by Pony Club Association of Victoria Competition rules and affiliated bodies. I

Pony Club Association
Of Victoria



Membership Registration Form

acknowledge that horse sport is dangerous and that accidents causing death, bodily injury, disability and property damage can, and do happen. I acknowledge and agree that neither PCAV nor the organizers shall be under any liability for death, or bodily injury, loss or damage which may be sustained or incurred by the applicant, as a result of participation in or being present at PCAV endorsed events, except in regard to any rights I may have arising under the Trade Practices Act 1974.

I acknowledge that I have read and understood the information provided in this membership form regarding codes of conduct and privacy.

Signed: Date:

Member s Parent/Guardian Declaration - Must be signed for all members under the age of 18 years.

I/we consent to our above named child becoming a member of the Pony Club Association of Victoria as a member of the Werribee Pony Club. I/we have read and accept the Member Declaration on behalf of our child.

Signed: Date:

Signed: Date:

Membership Acceptance (Club Use Only)

In accordance with our Club Rules of Incorporation the above named individual has been accepted as a member of our Club.

Signed: Date:

Position:

Media and Digital Publication Consent

Werribee Pony Club members and families are involved in a number of activities where photographs are taken. There are also times when local press are invited to cover particular events. Members digital images are used in



newsletters, flyers and websites and other promotional activities with the Werribee Pony Club and the PCAV. For children to be photographed, we need written permission from parents / guardians.

I hereby authorize / do not authorize (please circle) to give my consent for Werribee Pony Club and the PCAV to use my child/ren s name and any photographs taken of my child/ren for promotion of the Werribee Pony club or PCAV, or services and initiatives to the media and the general public.

Adult One	Adult Two
Date:	Date:

General Information:

Parent / adult supporters MUST be in attendance with the child/ren on rally days and all events.

PLEASE NOTE: only people named on these forms are listed with the PCAV and are covered by the PCAV insurance when performing Pony Club duties.

WERRIBEE PONY CLUB - PCAV MEDICAL HISTORY & EMERGENCY CONTACTS FORM



The information you provide on this Medical History Form will be kept by your Pony Club in a secure place and used only in the event of an emergency. Keep in club do not send to PCAV



Personal Details

First Name: Last Name:

Sex: Vehicle/Float Reg No.:

Date of Birth: Age:

Emergency Contacts

Full Name..... Relation:

Phone (h)..... Phone (w):

Full Name..... Relation:

Phone (h)..... Phone (w):

Health Cover Details

Medicare No.:

Do you have Ambulance Cover? Yes No Ambulance No.:

Do you have Private Health Cover? Yes No **Fund:**

GP & Dentist Details

Private Doctor: Phone:

Address:

Suburb/Town:

Private Dentist: Phone:

Address:

Suburb/Town:

Health History

I certify that the information given on this form is to be best of my knowledge a true account of my current physical condition.

Rider Name: Signature: Date:

Parent/Guardian: Signature: Date:

Medical Release

Member over 18 years

If emergency medical care is required for myself and if I, or an accompanying spouse or relative, am not able to convey permission in a timely manner, then the undersigned authorises appropriate emergency medical care as deemed necessary by emergency medical personnel, a physician or the medical facility providing treatment.

Rider Name: Signature: Date:





Member under 18 years

If emergency medical care is required for my child and if permission is not available in a timely manner, then the undersigned authorised authorises appropriate emergency medical care as deemed necessary by emergency medical personnel, a physician or the medical facility providing treatment.

Parent/Guardian: Signature: Date:

