

2012 GREENBANK PONY CLUB Inc.



By Laws and Guidelines

**Campbell Rd GREENBANK
Email – greenbank@pcaq.asn.au
PO Box 1002 Park Ridge Qld 4125**

COMMITTEE CONTACTS

Web site has current information relating to club events &
programs: www.greenbankpc.com

COMMITTEE MEMBERS CONTACTS

Executive Committee

President:	Mark Harrison	5546 0479	0412 334 538	mark@choice.net.au
Vice President:	Heidi Green	3379 7607	0417619926	hgreen72@dodo.com.au
2nd Vice President:	Tim Kenny		0403819929	
Secretary:	Helen Eleveld Paula Morrow		0419 673 322 0407 528 579	greenbank@pcaq.asn.au
Treasurer:	Tammy Kangas Sharon Spencer		0407 646 833 0413803978	tammy.kangas@workcoverqld.com.au (work hrs only)
Nominations:	Mark Harrison	5546 0479	0412 334 538	mark@choice.net.au
Memberships:	Paula Morrow		0407 528 579	greenbank@pcaq.asn.au
Website Publisher:	Wendy Smith		0402303442	wendys0209@gmail.com

Instructors

Chief Instructor:	Ian Henderson	(work)	3379 7607	0402 324 073	
Chief Instructor:	Wendy Smith			0402 303 442	wendys0209@gmail.com
Instructor:	Heidi Green			0417 619 926	hgreen72@dodo.com.au
Instructor:	Mark Harrison	5546 0479		0412 334 538	mark@choice.net.au
Instructor:	Amanda Henderson	3848 0246			amanda.h@nta.org.au
Instructor:	Kristy Cummins	32000386			
Instructor:	Lynette Lawer			0422257156	
Instructor:	Tammy Dalton			0403334180	

Committee Members

Zone 2 Delegates:	Ian Henderson & Tammy Dalton
Disputes:	Mark Harrison, Joan Conaughton, Ian Henderson & Tammy Dalton
By Law Publications:	Dalaine Noy
Horse Care Officer:	Tammy Dalton & Helen Eleveld
Child Safety Officer:	Tina Eichorn
Canteen Convener:	Marnie Dennis, Elaine King
Publicity Officer:	Dalaine Noy
Fundraising Officer:	Cynthia Mortensen
Grants:	Michelle & Amanda Henderson
Ribbons:	Lynette Lawer

Nominations Direct Deposit Details

Greenbank Pony Club. BSB: 034-130 Account: 110721

Membership Fees

All children under the age of 18 years must join with an adult to be a member of this club. Minimum membership involving a child rider is worked out on a social adult and one child rider. Any additional adults can join as social members if not riders. Membership fees are due on the 1st January each year. A \$100-00 non-refundable working bee levy is also payable at that time for any new members and any existing members who did not fulfill their working bee obligation for the previous year. (Detailed below).

Fees for 2012 are as follows:-

1 riding member	\$ 115.00
Additional riders from same family	\$ 105.00
Social Member	\$ 40.00
Pedestrian Equestrian	\$ 115.00

The Club reserves the right to collect additional fees if Insurance costs increase, to cover over and above the nominated amount advised for 2012

All new membership applications are tabled for 30 days. Joining fees must accompany the application. The club reserves the right to refuse membership within this period, thus refunding fees less \$10-00. All membership applications are to be signed by a parent or guardian.

It is a condition of membership that a member from each family, complete 6 hours of canteen duty over the course of the year. If this is not completed, the working bee levy will be forfeited for that year regardless of working bees attended.

You are not permitted to enter the grounds at any time with a horse, or ride on the pony club grounds unless you are a financial member of this club.

WORKING BEE FEE:

The levy is **\$100-00**, and is **non-refundable**.

There will be at least 3 days set during 2012 for working bees. These dates are advised through the monthly newsletter, monthly muster, and via email or phone (if no email available). Additional days may be added to the calendar. Riders need to ensure an adult representative from each family is available for a **minimum of 2 working bees** or forfeit the levy. In addition to this, a **canteen roster of 6 hours for the year must be completed**. If the minimum number of working bees is attended, and the canteen roster fulfilled, the levy will be rolled over to the following year.

Any new members, who join part way through the year, will still pay the full **\$100-00** levy. This will be rolled over for the following year only if the member has completed a satisfactory amount of work decided by the committee.

Working bees do not include the compulsory 'set up' days which are held the day before events.

Notification of the working bees will be placed on our website and a reminder SMS will be sent out to mobile phones.

In addition if the set working bees, canteen roster and set up days aren't completed by 31st of October 2012 you will forfeit your rights and entitlements to end of year trophies.

PIC NUMBERS:

Pic numbers for your property need to be provided from which your horse is located.

GENERAL:

All of the instructors give their time to us free of charge, so it is to all riders' benefit to take advantage of their experience and knowledge. We ask all to participate and enjoy these riding musters as much as you possibly can.

Any help from parents, families and friends throughout our busy year will be greatly appreciated.

A ribbon day/ break up will be scheduled for some time in November. This will include trophy presentation, and a variety of activities. This date will be advised in the newsletters etc.

WEBSITE:

www.greenbankpc.com

We would like to keep our website as up to date as possible so please forward anything you wish to the below email address. It will then go to the committee for approval. Pictures are welcomed during the year for promotional purposes.

PONY CLUB EMAIL ADDRESS:

greenbank@pcaq.asn.au

3.

CLUB EVENTS:

For a member to ride at a club event they need to ensure an adult attends on the set up day and assists on the event day, otherwise they will not be allowed to compete in that event. You may appeal to the committee to exchange this day for another with due at our monthly meeting prior to the event. The set up days are advised in the monthly newsletter, monthly musters or via email or phone.

COMPETING OUTSIDE THE CLUB:

Any rider intending to compete outside the club must have completed 50% of the musters held for that year, as at the day of the competition. Riders must also **notify nominations officer r via e-mail Mark Harrison or an instructor** prior to the event.. This will all go towards points for end of year Trophys.

NEW MEMBERS:

New riders to the club have the opportunity to participate at two musters before joining the club. On the 3rd attendance they must pay in full and have completed the application and indemnity forms.

COMPETITION POINT RULES:

Competition points will accrue from 1st February or when you become a member, up to and including 31st October, 2012 and you must be a financial member.

Nominations Officer must be informed prior to attending events for event points to be valid.

Points are to be handed in with the required information to Wendy Smith via e-mail (wendys0209@gmail.com).

Points are only accepted when the program, place achieved, ribbon placing e.g. if ribbons went to 4th or 5th at that event.

Any points which are handed in later than two weeks after the events will not be accepted for the end of year trophies.

Points obtained during October must be provided by points collection closing date of 31st October, 2012

Points are only counted when competing on your regular pony club mount with the exception on injury with pre approval from Nominations Officers. This regular pony club mount must be ratified by the instructors' panel.

Muster points are accepted from a different mount to allow for training purposes or injured mount, but you need to ride the nominated competition horse at no less than 50% of musters attended.

Riders will nominate their regular mount at time of joining the pony club and the horse's name and description will be recorded with membership details.

Points at official days e.g. Dressage, Jumping, ODE and Combined Training where they have official and unofficial sections will be 10 – 1 e.g. 1st = 10, ... 10th = 1 for those competing official and 5 – 1 e.g. 1st = 5, 5th = 1 for those competing unofficial.

FORMAL MUSTER AND ATTENDANCE POINTS:

To qualify for attendance and presentation points you must be lined up and waiting for the instructors by 9am or you will not be marked for attendance points. You must attend the full day of muster (9am to 2pm). Riders will receive marks in 3 categories, which are recorded on an attendance sheet held by the instructors. These are:-

Horse-Care and welfare, presentation, cleanliness, plaited mane and tail etc.

Max 10 points

Equipment- Condition and suitability

Max 5 points

Dress- Neatness, cleanliness, attire of rider-

Max 5 points

TOTAL = 20 points.

As much of this as possible should be done by the child. Instructors will take into consideration the child's age and experience when marking. This is the time for the child to learn and not for the parents to show how well they can do it.

The attitude of the rider is also taken into consideration by the instructors for this award.

MONTHLY CLUB MEETINGS:

Meetings are going to be held each month following our muster days on the 1st Sunday of the month. This will be for a trial period to ensure that it is successful and will be held at the pony club. If holding this meeting at this time is not successful then this will need to be reviewed. Details of the meeting are advised in the monthly newsletter, monthly musters, email or phone.

We encourage all members to attend these meetings to assist in the planning and decision making of all club issues. Persons under the age of 17 yrs are not to attend these meetings, however they are allowed to form a 'junior committee' at the discretion of the parents to discuss issues important to them and present these issues to the executive committee at a suitably arranged time.

TETHERING HORSES:

Horses are not to be tied up by bridles or reins, a halter and lead rope must be used. Special areas have been designated for the tying up of horses; however horses are never to be tied up to any fences. Yards are also provided on a first come first served basis. Please see instructors if unsure.

SAFETY:

As a safety precaution, riders must proceed at a walk unless instructed to do otherwise by an official person within the grounds. Warnings will be issued in this regard. (See below). Spectators and non-assisting members must stay on the perimeter of the competition area behind the fence. Horses are not allowed within the designated canteen area. Riders must wear the correct helmet and riding boots whilst riding to and from the pony club as well as riding on the grounds at ALL TIMES. Riders are not covered by any club insurance if they train at the ground without a pony club instructor. The picnic area adjacent to the grounds is restricted to pedestrian persons by order of The Logan City Council. Floats and trucks are not permitted to park within this area.

CHILD SAFETY:

As required by PCAQ we have an elected Child Safety Officer to assist members with any enquiries and concerns relating to Health, Safety and Conduct matters in relation to minors. We require notification if you do not wish pictures or names to be published of your child/children and for this to be indicated on your membership enrolment forms.

MUSTER STARTING TIMES:

The Club conducts Formal musters (or rallies) on the first Sunday of each month, commencing the first Sunday in February, and finishing the first Sunday in November. During wet weather, lectures will be held in the clubhouse. (Uniform not required for wet musters). Please contact the Chief Instructor if in doubt.

Instructors and members must be ready lined up ready, in front of the canteen in the competition area by no later than 9:00am to obtain attendance points.

Attitude at Musters is considered when evaluating high point trophies.

Any member arriving more than 20 minutes late for starting time, without good reason, will not receive attendance marks. This will be at the discretion of the Chief Instructor.

Riders may leave the grounds early with approval from the Chief Instructor on that day but unless you attend a full day, you will not receive attendance points.

Riders must be gear checked by the attending instructors before they commence riding at the beginning of the day and also after the lunch break, otherwise they will not be allowed to ride and will not receive their points.

MUSTER ATTENDANCE:

Members are required to attend required amount of set up days, working bees, canteen shifts and attend 50% of musters (6) throughout the year to be eligible for the end of year trophies, unless the executive committee grants special permission. This includes our designated internal competition days that may be held at our club on other weekends throughout the year. No other days are to be counted as muster days unless the club clarifies them, in which case the members will be notified via the newsletter, muster, email or phone. If you decide to leave a muster early please let an instructor know.

MUSTER UNIFORM:

Riders may wear either their formal uniform if desired but we only expect the club polo shirt with plain coloured jodhpurs. Riding Boots and approved safety helmets are required. All PCAQ uniform rules and regulations will be adhered to as required by our affiliation agreement.

NOMINATIONS:

Nomination Direct Deposit Details:

Greenbank Pony Club. BSB: 034-130 Account: 110721

Members are reminded that when they request nominations that have to be sent by the club on their behalf, payment must be made at the time the nomination is requested (preferably by direct debit including your name and event date). Also members are reminded that nominations must be advised to the club allowing for 4 days postage before the closing date. Guardian authority forms must accompany any nomination for riders under the age of 18 yrs who are not accompanied to the event by their parent/guardian.

Please notify nominations officer Mark Harrison and list all the requirements you need to provide including a heper.

FORMAL UNIFORMS:

Jodhpurs - Beige must be worn for competition and any plain colour may be worn at musters e.g. black, brown, and navy.

Long sleeved white shirt. (Available from Big W, Target, Lowes etc)

Black tie and club badge.

Black or White Riding helmet - (3838) or better. (No other colours accepted. Black or white covers are acceptable.

Club V neck pullover or vest

Club saddle cloth

Boots – “Riders of any age may wear either jodhpur boots, top boots, field boots or jodhpur boots with matching gaiters, unless precluded by the rules of the particular discipline they are competing in, e.g. Mounted Games. This change of rules is for a trial period until the PCAQ AGM on 6th August 2009, when a vote will be taken on whether it will remain in force.” (Taken from PCAQ December newsletter)

The price list for our Club uniform for 2012 is as follows:- *(Please note that these prices are subject to change)*

Compulsory Uniform:	Vest	\$ 50
	Badge	\$ 8-00
	Saddle Blanket	\$ 55-00
	Club Polo shirt	\$ 35-00 Child \$40 Adult
	Black Tie	(elastic necked ties are available from BigW etc.)
Optional Uniform Extras:	Jacket	\$ 55.00
	Caps	\$ 15.00
	Bucket Caps	\$ 15.00
	Bags	\$ 7.00

ZONE DAYS:

Any members wishing to compete at any time within or outside of the zone must obtain permission from a member of the executive committee. Members must be financial at their club before nominating for these events. Zone 2 events conducted on the 1st muster will be taken as attendance and these days will be used towards the minimum 6 attendance days. Members are responsible for obtaining all their results when attending Zone events and providing them to the person whom collects the points each year. These results will be checked as places may extend to 10th place. Make sure it is clear that the event is held by the Zone, and not by a club in the Zone. Zone uniforms can be purchased by Zone 2 secretary.

CONDUCT AT A GYMKHANA:

Rules and regulations regarding “Events” are covered by a book put out by the PCAQ and are obtainable on order through the club secretary.

Riders are expected to ride in full Pony Club uniform at all Gymkhanas, ODE’s, Dressage, Show jumping and novelty days. They are expected to keep their shirts tucked in, sleeves worn down to wrists, helmet and boots on while riding and competing. Rolling up of shirt sleeves and removal of vests/pullovers, is not permitted unless announced by the club during the day.

RIDERS MUST WALK THEIR HORSES IN BETWEEN EVENTS, TO AND FROM FLOATS, RETURNING TIME SHEETS ETC.

The rule of Pony Club states clearly - **one horse one rider**. It is not permissible for any other rider to ride your horse once a competition day has started. This includes doubling. This conduct may find you eliminated for the day and any ribbons won forfeited.

Do not use abusive language to a Judge, or any other person on the grounds.

Cruelty to horses will not be tolerated.

The previously mentioned ‘warnings’ will apply.

No rider is permitted to exercise their horse on any of the courses before, during or after any events.

Crops are not to be carried under the saddle or in your boots or between your teeth. The penalty for this is immediate elimination. When attending a Zone or State Official Event or for a Memorial Trophy Day, you must form as a Club for the presentation of trophies. If there are eight or less riders, this should be done in half sections. Riders must be neat and tidy and wear full club uniform, club saddlecloth, saddle and bridle. All riders must participate in the March Past.

BEHAVIOUR:

Persons entering the grounds are not to use abusive language to Judges, Club officials, Club Instructors, volunteers or riders.

All persons found to be using this type of language will be immediately evicted from the grounds and the police will be called if necessary.

WARNINGS:

By not adhering to the Club’s riding rules, you will get:

FIRST OFFENCE: Warning advised by Chief Instructor.

SECOND OFFENCE: Suspension on the decision of the committee advised by the Chief Instructor.

ATTIRE:

It is the responsibility of the club holding the event to advise riders they may remove and loosen club uniforms. It is not up to the judges or instructors on the day to make this decision. White long sleeve shirt and tie are compulsory with jumpers or vests for colder weather. Members must wear full Club attire when competing in jumping rings and March Past.

CRUELTY:

Any cruelty to a mount will not be tolerated, at or during any events or musters. The Club has the right and will exercise this right via a special meeting to vote for a termination of membership without refund of fees. In the event the club exercises this right the club will also apply to PCAQ, to have a lifetime ban put on the offending part

INSTRUCTIONAL INFORMATION:

All instruction at Pony Club is based on the teaching from the "Riding". This is obtainable on order, from the Secretary. We do have outside instructors provide clinics during the year in disciplines requested by members.

PROFICIENCY AND INSTRUCTORS CERTIFICATES:

All members are encouraged to sit for proficiency certificated and instructor's certificates. We will test each year for riders who are interested in completing these. We would like to see all junior riders sit for a certificate each year. Please see the Chief Instructor to register your name. The criteria for these certificates will be discussed in the monthly newsletter. For instructor certificates, Zone 2 delegates do testing usually at the end of each year. Please see secretary for handbooks.

Proficiency tests are:- D - 7rs, D* - 9yrs, C - 11yrs, C* - 13 yrs, K - 13 yrs, B - 16 yrs, A - 17 to 25yrs.

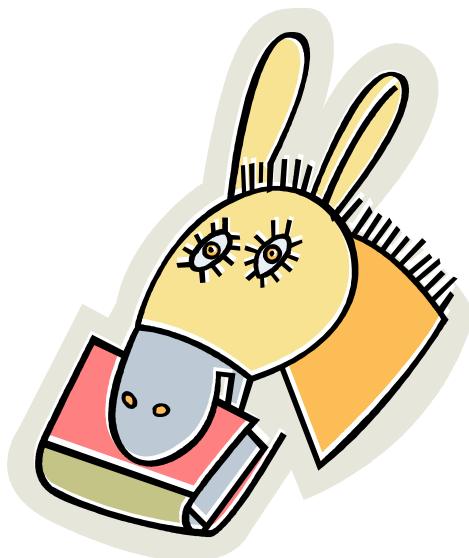
B standard is available for riders who only want to do limited jumping.

CANTEEN:

The running of the canteen is the responsibility of all club members. One member from each family must complete 6 hours of canteen duty per year. This is usually broken into 3 x 2 hr shifts. If this is not fulfilled, the working bee levy will be forfeited for the year. A roster will be available at the time of joining, and when a shift has been completed, the member must sign out to confirm completion of roster.

HONORARY LIFE MEMBER:

Club members can be nominated throughout the year via the monthly club committee meeting and all nominations are voted on by financial members that evening. Members who are voted in as Life Members will have their names added to the Life Member's shield permanently displayed in the clubhouse. Life members will receive a badge at the trophy presentation. Greenbank Pony Club Inc will pay the single, social membership for the person as long as they stay active in the club.



TROPHIES FOR 2012

(Some sponsors for these trophies may be subject to change.)

Greenbank Pony Club Attendance Awards - 100%

Greenbank Pony Club Attendance Awards - over 90% but not 100%.

The Comet Memorial Perpetual Trophy - Donated by Grace Holden

For attendance, presentation, improvement and general attitude at musters of a junior rider

Greenbank Pony Club Highest Muster Points Trophy - Donated by D Leeds.

For attendance, presentation, improvement and general rider attitude at musters

Greenbank Pony Club High Point Formal Trophy

For the rider with the highest points for Formal riding (Presentation, Rider, Hack etc) at Zone 2 Official competitions (e.g.: Gymkhana and Zone and State events).

Greenbank Pony Club High Point Junior Sporting Trophy

For the junior rider with the highest points for Sporting at Zone 2 competitions not including open sporting days.

High Point Jumping Trophy

For the junior rider with the highest points for jumping events at Zone 2 competitions and Official PCAQ events.
under 13yrs & 13 to 17 yrs.

The Agnes Armstrong Perpetual Formal Trophy

For the Associate/Senior rider with the highest points for formal riding at Zone 2 competitions

The Agnes Armstrong Perpetual Sporting Trophy - Donated by Mr. and Mrs. Armstrong

For the associate/senior rider with the highest points for sporting events at Zone 2 competitions, not including open sporting days.

The D M Nelson Memorial Perpetual Trophy - Jumping - Donated by Mrs. D Leeds

For the assoc/senior rider with the highest points for jumping events at Zone 2 competitions and Official PCAQ events

Cummins ODE Perpetual Trophy -

Under 13 years / 13 to under 17 yrs / 17 years and over

Donated and sponsored by Cummins Engineering Pty Ltd.

For the 3 different age groups with the highest points in Pony Club ODE competitions.

Highest Point Hack Perpetual trophy - Sponsored by Wendy Smith.

For the rider with the highest overall points at Pony Club Hack Shows. The riders must have competed at minimum of 3 Hack days that year. Beginners days are not included for these unless on lead line.

Hack Runner up trophies - Sponsored by Wendy Smith

For the riders who have the highest overall points in Pony Club Hack Shows but has not won the highest overall trophy. The riders must have competed at minimum of 3 Hack days that year. Beginners days are not included for these unless on lead line.
Lead Line, Pony ring, Galloway ring, Hack ring

Greenbank Pony Club High Achievement Award

For the junior rider with very high combined muster and Pony Club competition points but have not achieved a perpetual trophy.

Greenbank Pony Club Achievement Award

For the junior rider with high combined muster and Pony Club competition points but have not achieved a perpetual trophy.

Greenbank Pony Club Encouragement Award

For the junior rider who the instructors feel have put in an above average effort throughout the year.

The Bronson Perpetual Trophy - Sponsored by the Babbage and Delahunty Families.

Awarded to the horse for its reliability and ability to work with a rider under 12 years. Rider to have ridden pony for the full year.

The Cathy Memorial Perpetual Trophy

For the most improved beginner rider and their first year at Pony Club.

Greenbank Pony Club Most Improved Rider Perpetual Trophy

For the junior rider who the instructors believe have made the most improvement throughout the year

The Currie Perpetual Trophy - "Quiet Achiever"

For the rider who keeps on trying at musters and our club events and hasn't competed at many outside competitions this year

Logan and Albert Ambassadors Trophy - Donated by the Logan and Albert Times

For the rider who represents Greenbank Pony Club, who always displays friendly competitiveness and who attends a wide variety of events held in Zone 2.

The McKechnie Perpetual Trophy - Overall highest points - Donated by the McKechnie family

For the junior rider with the overall highest points from Zone 2 Pony Club competitions (e.g. Gymkhanas, Zone events, and Official Dressage, Jumping etc).

The Ken Loffel Perpetual Trophy - Overall

Donated by Mr. Ken Loffel.

For the associate/senior rider with the highest overall points from Official Zone 2 Pony Club competitions (e.g. Gymkhanas, Zone events and Official Dressage, Jumping etc).

Dressage Trophies - Sponsored by Wendy McGrath

For the riders in each age group with the highest points in Pony Club dressage.

< 13 yrs, 13- under 17 yrs, assoc/senior

Combined Training Trophies - Sponsored by Ian Henderson.

For the riders in each age group with the highest points in Pony Club Combined Training. < 13 yrs, 13- under 17 yrs, assoc/senior.

Greenbank Pony Club Highest Points Trophy - Gymkhana

For the riders with the highest points at our annual Gymkhana
15 yrs and under, 16 yrs and over.

State Representation Award - Sponsored by Ian Henderson

The Carol Thorley Kindest Hands Perpetual Trophy – Donated and sponsored by the Bunny Family

For the junior rider that the instructors believe has demonstrated the kind hands while riding.

Greenbank Pony Club Muster Points Guide

Horse (max 10)

	Pts
Healthy Horse (good weight, shiny can be hairy in winter)	4
Under weight horse but shiny coat	3
Under weight horse without a shiny coat	2
(Added 1 point for each):	
Hooves are of good condition and painted	1
Mane plaited	1
Tail & Forelock (trimmed and plaited)	1
Horse Washed	1
Fetlock, bridle path, whiskers & ears trimmed	1
Excellent Presentation with attention to finer details	1

Rider (max 5)

Single colored clean jodhpurs	1
Pony Club Shirt tucked in	1
Clean polished boots	1
Clean Pony Club saddle blanket	1
Modeling Excellent Presentation, Pride and Attitude	1

Gear (max 5)

Gear fits and suits horse	1
Clean bit	1
Clean saddle and girth(must not be dry if leather)	1
Clean stirrup leathers and irons	1
Clean bridle and reins - must be clean and soft	1