

10 August, 2011



To: Pony Club Secretaries & All Members,

**Year 2011 - Zone 15 Pony Club Camp**  
**held at Capella Showgrounds**

The Zone 15 Pony Club Camp Committee wishes to invite you and your fellow pony club members to attend our Annual Pony Club Camp for 2011, starting into camp on PM Sunday 19 September 2011 and finishing on Friday lunchtime 24 September 2011.

The Camp is running on a non catering and non residential again this year. Dorms are available for children and adults to sleep in if accommodation is required. We are hoping someone may offer to supervise these dorms but otherwise the people using them will be responsible for them. Those sleeping there will be responsible for the cleaning of the facility when finished and be aware that any damage will be their responsibility. Anyone wishing to camp there **MUST** bring their own swag and bedding.

If you need to use the freezers or frigs in the Catering area please advise us so it can be organised by Sunday evening. There is a refrigerator in one of the sleeping pavilions that could be used by campers.

The children have lessons with Accredited Instructors over 4 days in all facets of horse riding, examples include: Dressage, Showjumping, Challenge, Horse Trials, Horse Presentation, Hoof care, Leather & Rope Work, Veterinary, Polocrosse, Horse Dentistry, Horsemanship, Chiropractor and going for trail rides. Riders also have the opportunity to sit some of their Pony Club certificates.

This Pony Club Camp is a Zone activity for all children from led riders to seasoned campaigners; you can have a lot of fun enjoying the company of friends while you are on a learning curve to develop your riding skills. Parents also have the opportunity to make new friends and be involved in their childrens' activities.

If you are interested in private lessons I can provide the contacts for any of our Instructors so you can negotiate directly with the instructor you wish to work with.

Duties for volunteers this year will be minimal. We will need some responsible adults to go on the Trail Rides and we will need 1 or 2 Group Leaders for each group of riders. We will also need some Games Instructors. There is a place on your forms for you to put your name down if you are willing to assist in any of these three areas. Julie Warren from Clermont is bringing the gear required for Mounted Games. We will need some instructors/supervisors to run these games as Julie has a led rider. All intending instructors wishing to sit their instructors exam in November are being asked to do one day at camp in this area.

Attached please find relevant forms and information.

For further information you can contact:

- Jenni Smith                      Ph 49 359 128 a/h email [jrsmi8@bigpond.com](mailto:jrsmi8@bigpond.com)

## HELPERS - we will not need as many volunteers as at previous camps however -

- There will be a need for help to set up gear for instructors .
- We will need 4 to 5 riders to go out on Trail Rides with 2-3 on each ride.
- We will need group Leaders to take the groups to their designated instructor.
- We will need Games Instructors.

## TRAIL RIDE SUPERVISORS

### Your Duties

- Supervisors need to have a reliable horse and carry a lead rein.
- There will be 5-6 riders in a group – there may be 2 groups riding out at any one time.
- Three adults are needed for safety reasons and the legal ratio.

## GROUP LEADERS

### Your Duties

- We will require volunteers to be Group Leaders during Lesson Times.
- There will be 5-6 riders to each group with possibly 6-7 in the Led Group but lots of help with all the ‘leaders’
- If you are willing to take on this job please put your name on your Club Form.
- Instructors will do a Gear Check each day and then Group Leaders will take the Group to the allocated Instructor.
- You will have a Smoko Break from 10:30 to 10:45 am
- You need to arrange a designated area to meet your Group for the next lesson, and make this the place where you will meet after any breaks.
- Cold water bottles will be available at the kitchen area for you to provide drinks to the instructor and riders during each lesson.
- Lunch Break is from 12:45 to 1:30 pm.
- At the end of lessons at approximately 4:30 the riders are handed over to their parents/guardians and your job is done. Instructors may chose to finish a lesson early and the Leads will not have lessons after 2:30.
- If you prefer to be a Leader of a particular Group please indicate on your form and we will endeavour to place you with this group.
- If you see any problems with the group regarding riding abilities – behaviour - horse problems please inform the committee – the instructor you are with and their parents.

## **GAMES INSTRUCTORS:**

### **Your Duties:**

- You need to decide what game/s you wish to have and set up the game ready for the lesson.
- If you have a special game you want to teach please bring the equipment with you.
- Instructors will be allocated to the lesson time on the timetable.
- If we do not have enough Games Instructors we will not have the games
- It will not be left to the same people – you will only be put down for 2 or 3 lessons at most.
- Each group will have one Games lesson with the exception of the Leads who may have an extra one – this will be on the Timetable.
- You can run the same game/s for different groups
- The game/s MUST be SAFE
- You can teach from the Mounted Games Book or have just simple games like - relays – horses for sale or Tilt the Ring for more advanced riders.

## **PONY CLUB SECRETARIES DUTIES**

1. Copy Camp Forms & distribute to parents and families ASAP.
2. Collect & check completed Camp Forms from families and collate on Summary Form below. (It is up to each Club to make sure the correct money is collected with each Camp Form.)
3. Submit completed Camp Application Forms to Club Chief Instructor for Rider Profile.
4. Completed Camp Application Forms, Consent forms, plus both completed Summary Sheets below and 1 (one) Club cheque made payable to ZONE 15 PONY CLUB, (*NO personal cheques or cash will be accepted*) are to be forwarded straight to Camp Committee at:  
Jenni Smith  
“Mon-Abri”  
P.O. Box 2 Dingo 4702
5. Secretaries need to advise the names of all candidates wishing to sit for certificates on their forms so we can ensure the appropriate certificates are available.

**NOTE: Registration Camp Forms must be submitted by CLUB Secretary together with a Club Cheque**

ALL CAMP APPLICATION FORMS, CONSENT FORMS, CHEQUES AND CLUB SUMMARY SHEETS  
TO BE IN THE HANDS OF CAMP COMMITTEE

NO LATER THAN

Thursday 1st September, 2011

LATE NOMINATIONS MAY ONLY BE ACCEPTED (at the discretion of the committee)

CLUB SUMMARY SHEET

CLUB: \_\_\_\_\_

Total No.  
of People

Total  
Fees \$

Riders @ \$150.00 FOR THE CAMP

\_\_\_\_\_

\_\_\_\_\_

Riders @ \$140.00 FOR THE CAMP (2<sup>nd</sup> Rider in family)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TOTAL

\_\_\_\_\_

\$ \_\_\_\_\_ (Cheque Amount)

Print  
name: \_\_\_\_\_

signed: \_\_\_\_\_

\_\_\_\_\_  
(Club Secretary)

Secretary phone number (in case of form queries): \_\_\_\_\_ email  
address \_\_\_\_\_

Name of Club Delegate: \_\_\_\_\_

(to be on grounds and responsible for their club)

Trail Ride Name/s \_\_\_\_\_

Group Leader Name/s \_\_\_\_\_

Games Instructor Name/s \_\_\_\_\_

**CLUB SUMMARY SHEET**

CLUB: \_\_\_\_\_

FAMILY NAME	Christian Name	First Rider in family \$150.00 Second Rider in family \$140.00	Led	Rider	Total
CITIZEN	Joe	\$150.00	X		
	Jenny	\$140.00		X	\$290.00
MEMBER	Bill	\$150.00		X	\$150.00
<b>Rider Totals</b>					\$

**Name/s of Adult Trail Rider :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name/s of Adult Trail Rider :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name/s of Adult Trail Rider :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name/s of Group Leader :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name of Group Leader :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name of Group Leader :** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name of Games Instructor:** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Name of Games Instructor:** \_\_\_\_\_ **Group:** \_\_\_\_\_

**Number of those attending the BBQ for catering purposes:** \_\_\_\_\_

**Zone 15 Pony Club Inc. - Camp Application - To Be Held At Capella Showgrounds  
In Sunday pm 19 September, 2011 - Out Friday 24 September, 2011 (lunchtime)**

**One form per family please**

CLUB \_\_\_\_\_ FAMILY \_\_\_\_\_

NAME: \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

Applications close Wednesday 1 September 2011. Please ensure NAMES & FEES are sent in by the due date.  
Club Cheque for Fees MUST be included.

**NOTE:** RIDER PROFILE MUST BE COMPLETED BY CLUB CHIEF INSTRUCTOR. (Please ensure both Flat Work and Jumping are both graded separately)

Riders First Name	Age	Sex M / F	RIDER PROFILE ie.( 3 – 2 )		Sleeping in Dorm	Certificates held if any	Certificate Sitting at camp	Green Horse Yes/No
			-					
			-					
			-					
			-					

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_

telephone \_\_\_\_\_ email address \_\_\_\_\_

CHIEF INSTRUCTOR: \_\_\_\_\_ Ph: \_\_\_\_\_

(Must ensure all horse/s are fit and sound to be ridden for duration of camp)

Please ensure that your Cheque is made payable to **YOUR CLUB** and **NOT THE ZONE**

DISCLAIMER: The Organising Committee and Zone 15 Pony Club Inc., accepts no responsibility for any accident or illness that may befall any horse, rider, spectator, or any other person at any Pony Club activity at the camp or outside.

### Zone 15 Pony Club Camp Rules / Notes

1. Each club must have an appointed Delegate who is responsible for all their club members who attend camp. This person must be on the grounds for duration of camp.
3. All campers are asked to abide by normal camping rules of behaviour as we are been allowed the right to camp without charge. Please keep your area clean and tidy.
4. All riders to be under 26 yrs of age and must be current financial members of PCAQ.
5. Adults may sit in on lessons with the permission of the instructor concerned. You must sit outside the instructional area and not interrupt or interfere.
6. Limit of 2 horses per rider. Horse/s must be fit and sound and able to be ridden for duration of camp. Please ensure this is adhered to as the committee have the right to prevent any injured or unsound horse being used.
7. Certificate Candidates will be tested Friday AM. If Workbooks need to be signed off and completed this needs to be done prior to camp. (No workbooks will be signed off at camp).
8. A Meet and Greet starting at 6 pm to be held first night of camp to clarify any queries. Please bring drinks etc and the Zone will provide the BBQ.
9. All riders will be issued with a coloured badge stating their name. These must be worn during lesson times.
10. Children should be settled into camp on Sunday afternoon 19 September 2011 at the Capella Show Grounds. Camp will finish at lunch Friday 24 September 2011 with Presentations. .
11. Camp fees must accompany camp forms WITH 1 CLUB CHEQUE MADE PAYABLE TO ZONE 15
12. A Zone meeting is to be held on Tuesday night.
13. All riders will be issued with a badge stating their name. These must be worn during lesson times to show which group they are in.
14. Children must be settled into camp by 8am on Monday 20 September 2011 at the Capella Show Grounds. Camp will finish after lunch Friday 24 September 2010 with Presentations. .
15. On Friday morning SLEEPING AREAS ARE TO BE CLEAN AND ALL BELONGINGS PACKED AND READY TO GO BEFORE YOU LEAVE. ALL CAMP SITES TO BE TIDIED AND RUBBISH COLLECTED.
16. Camp fees must accompany forms for camp with 1 club cheque made payable to Zone 15 Pony Club.

Please send forms to: Jenni Smith  
"Mon-Abri"  
P.O. Box 2  
DINGO 4702

No later than Wednesday, 1September 2011

## ZONE 15 PONY CLUB INC. CAMP REQUIREMENTS

### HORSE:

**Please Ensure All Gear Is Clearly Marked With Owner's Name.**

- Saddle, Bridle, Saddlecloth and Halter.
- Any Artificial Aids required (ie. whip, spurs, martingale etc)
- Water Bucket, Feed Bucket and Feed Tin.
- Sufficient Feed \*.
- Rug if required.
- Boots and Bandages if used.
- Brushes and Hoof Pick.
- Rake / Shovel.

### RIDER:

- **Please Ensure All Personal Gear Is Clearly Marked With Owner's Name.**
  - **All items are brought to the Camp at your own risk.**
  - **PLEASE BRING A PLASTIC CUP CLEARLY MARKED WITH CHILDS NAME SO THIS CAN BE USED FOR DRINKS DURING THE DAYS LESSONS.**
- **PLEASE NOTE:** The charges for rope or ribbon used to make items at Halter Making and Brow Bands lesson time is included in the camp fees. If your child would like to use some special colours they can bring their own ribbon or rope to camp.

*We look forward to your involvement at this years Zone 15 Pony Club Camp.*

*As this is a Trial format of Camp we will have a Suggestions Box at the Office for any positive suggestions to be put in and tabled for discussion at our AGM  
Thank you to all those who have had input into preparation for the camp.*

## **RIDER PROFILE - (To be given to Club Chief Instructor to Assess Riders)**

**All riders will be grouped within their classification accordingly to age by the Camp Committee. These gradings are used as a guide. Led Riders are not assessed but will be grouped together.**

### **FLAT WORK**

#### **1. LEARNER**

- Capable of walk, trot and canter unaided

#### **2. CAPABLE**

- Controlled walk, trot and canter.
- Has basic understanding of horse and Pony Club.
- Has attended rallies.

#### **3. AVERAGE**

- Working at Diagonals and Canter Leads
- Attending rallies regularly.

#### **3+ AVERAGE PLUS**

- **Must** know diagonals and recognise these and Canter leads.
- Regularly attends rallies and competitions
- Has good control of horse

#### **4. EXPERIENCED**

- More advanced than 3 or a 5 rider with a green horse.
- Regularly attends Rallies and competitions.
- Competently ride Preliminary Dressage Test movements and riding in same.
- Working towards an independent seat.

#### **5. ADVANCED**

- Has thorough knowledge and understands use of aids and applies them constantly, including lateral work.
- Regularly attends rallies and also outside instruction and competition.
- Competently riding Novice Dressage movements or better and riding in same at competitions.

### **JUMPING**

#### **1. LEARNER**

- Can work with poles and grid rails
- Able to walk and trot over poles and grids

#### **2. CAPABLE**

- Grids and jump 30cm to 40cm at trot and canter.

**Riders with inappropriate saddlery not to be assessed above this standard. (ie. Stock saddles)**

#### **3. AVERAGE**

- Knowledge of and able to demonstrate jumping positions ie. 2 point, 3 point and 3 point crutch etc.
- Has good control of horse
- Competently jumping 40 to 60cm.
- Some knowledge of courses eg. Striding, basic rules.

#### **4. EXPERIENCED - SERIOUS**

- Able to count strides and know positions.
- Have basic understanding of competition rules and courses.
- Competently ride a Showjumping course at competitions up to 80cm.

#### **5. ADVANCED - SERIOUS**

- Competently jumping to heights at discretion of the Instructor.
- Able to shorten and lengthen strides between fences - learning to ride strides.
- Competently riding showjumping courses at competitions, up to D grade or higher.

**Cannot be graded higher in Jumping than flat riding except in 4 and 5**

**Rider Profile must be completed by Club Chief Instructor - please note the following:-**  
**Please ensure both Flat Work and Jumping are both graded separately ie. 4 – 3**  
**Please ensure that each child/horse combination is individually assessed and not compared to others. Ensure horse/s are fit and sound to be ridden for duration of camp.**

# Zone 15 Annual Camp 2010

## Camp held at Capella Showgrounds

### RIDERS' CODE OF BEHAVIOUR

#### Parents, it is important that you read this form with your child before signing it.

- Listen attentively and abide by the camp rules
- Set yourself realistic goals related to your ability
- Be courteous to your fellow campers, instructors, parents and all other volunteers both on and off your horses.
- Encourage and support the members of your group who may be having a problem with their horse or with some of the lessons to create a happy atmosphere in your group.
- Co-operate with your instructors, group members, parents and volunteers at all times
- Keep your temper under control and be considerate and tolerant of others.
- Let your actions be positive at all times and never endanger other riders or horses.
- 
- **As a member of your riding group**
  - Listen to what your group leaders ask you to do.
  - Never argue with any instruction you are given by a person in authority
  - Obey instructions and try to be punctual and courteous
  - Work for yourself at your riding to attain what you are aiming for.
  - Encourage and support your own group members
  - Acknowledge any attempts by group members to improve their standards
  - Co-operate fully with your coaches, group members and leaders
  - Show respect for other people and be considerate of others feelings.
  - Be positive and friendly to all riders and be ready to praise and assist them.
  - Always remember to look after your horse as it depends on you for its welfare
  - Remember to seek assistance with any problem whether it concerns you or your horse
  - Ride for your own enjoyment – not only to please parents and coaches
  - Never forget your horse and be ready to praise it for your achievements when it helps you to reach goals of higher riding skills.

Camp is a place where everyone is encouraged to increase their skill levels in riding – make new friends and have fun whilst maintaining an acceptable standard of positive behaviour which ensures all campers have a great camp

\_\_\_\_\_  
**Participant Signature**

\_\_\_\_\_  
**Parent Signature**

**ZONE 15 PONY CLUB INC.**

**“ADULT” CONSENT FORM - ZONE CAMP**

FULL NAME OF CAMP HELPER / ADULT \_\_\_\_\_ CLUB: \_\_\_\_\_  
(PRINT)

FULL ADDRESS OF ABOVE \_\_\_\_\_

I AUTHORISE THE CAMP COMMITTEE TO OBTAIN MEDICAL ASSISTANCE WHICH THEY DEEM NECESSARY SHOULD AN ACCIDENT OCCUR, AND I AGREE TO PAY ALL MEDICAL EXPENSES INCURRED ON BEHALF OF THE CAMP HELPER.

I FURTHER AUTHORISE QUALIFIED PRACTITIONERS TO ADMINISTER ANESTHETIC IF SUCH AN EVENTUALITY ARISES.

I SUBMIT THE FOLLOWING INFORMATION ABOUT THE CAMP HELPER .

SIGNATURE: \_\_\_\_\_

IN AN EMERGENCY PLEASE CONTACT: \_\_\_\_\_

\_\_\_\_\_ PHONE \_\_\_\_\_

**MEDICAL INFORMATION**

NAME OF CAMP HELPER: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

DETAILS

- |                                      |                     |
|--------------------------------------|---------------------|
| (A) MEDICATION CURRENTLY BEING TAKEN | YES / NO _____      |
| (B) HEART PROBLEMS                   | YES / NO _____      |
| (C) RESPIRATORY PROBLEMS             | YES / NO _____      |
| (D) ALLERGIES                        | YES / NO _____      |
| (E) BLOOD PRESSURE                   | YES / NO _____      |
| (F) OPERATIONS                       | YES / NO _____      |
| (G) EPILEPSY                         | YES / NO _____      |
| (H) RECENT ILLNESS                   | YES / NO _____      |
| (I) TETANUS INJECTION                | YES / NO YEAR _____ |
| (J) DRUGS REQUIRED                   | YES / NO _____      |
| (K) DRUG REACTION                    | YES / NO _____      |
| (L) OTHER                            | YES / NO _____      |

SPECIAL NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ZONE 15 PONY CLUB INC.**

**“RIDERS / CHILDREN” CONSENT FORM - ZONE CAMP**

AS \_\_\_\_\_ PARENT/GUARDIAN OF \_\_\_\_\_  
CLUB \_\_\_\_\_

ADDRESS \_\_\_\_\_

I, GIVE MY CONSENT FOR HIM/HER TO PARTICIPATE IN THIS CAMP, AND AGREE TO DELEGATE AUTHORITY TO THE INSTRUCTORS INVOLVED.

SUCH INSTRUCTORS MAY TAKE WHATEVER DISCIPLINARY ACTION THEY DEEM NECESSARY TO ENSURE THE SAFETY, WELL-BEING AND SUCCESSFUL CONDUCT OF THE STUDENTS AS A GROUP, OR INDIVIDUALLY, IN THE ABOVE-MENTIONED ACTIVITY.

I ALSO AUTHORISE THE INSTRUCTORS TO OBTAIN MEDICAL ASSISTANCE WHICH THEY DEEM NECESSARY SHOULD AN ACCIDENT OCCUR, AND I AGREE TO PAY ALL MEDICAL EXPENSES INCURRED ON BEHALF OF THE ABOVE STUDENT.

I FURTHER AUTHORISE QUALIFIED PRACTITIONERS TO ADMINISTER ANESTHETIC IF SUCH AN EVENTUALITY ARISES.

I SUBMIT THE FOLLOWING INFORMATION ABOUT THE ABOVE STUDENT AND INCLUDE DETAILS OF LIMITATIONS, WHICH HE/SHE HAS FOR THE ACTIVITY CONCERNED.

NAME \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
(PARENT/GUARDIAN): \_\_\_\_\_

IN AN EMERGENCY PLEASE CONTACT ME  
AT: \_\_\_\_\_

PHONE \_\_\_\_\_

**MEDICAL INFORMATION**

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

**DETAILS**

- (A) MEDICATION CURRENTLY BEING TAKEN YES / NO \_\_\_\_\_
- (B) HEART PROBLEMS YES / NO \_\_\_\_\_
- (C) RESPIRATORY PROBLEMS YES / NO \_\_\_\_\_
- (D) ALLERGIES YES / NO \_\_\_\_\_
- (E) TRAVEL SICKNESS YES / NO \_\_\_\_\_
- (F) BLOOD PRESSURE YES / NO \_\_\_\_\_
- (G) OPERATIONS YES / NO \_\_\_\_\_
- (H) EPILEPSY YES / NO \_\_\_\_\_
- (I) RECENT ILLNESS YES / NO \_\_\_\_\_
- (J) TETANUS INJECTION YES / NO YEAR \_\_\_\_\_
- (K) DRUGS REQUIRED YES / NO \_\_\_\_\_
- (L) DRUG REACTION YES / NO \_\_\_\_\_
- (M) PHOBIAS YES / NO \_\_\_\_\_
- (N) BED-WETTING YES / NO \_\_\_\_\_
- (O) OTHER YES / NO \_\_\_\_\_

SPECIAL NOTES: \_\_\_\_\_

