

# **CEDAR GROVE AND DISTRICT RIDING CLUB**

## **2022 HANDBOOK**

---

2022 Management Committee



**WELCOME TO CEDAR GROVE AND DISTRICT RIDING CLUB**

01 February 2022

## Table of Contents

<b>CLUB DETAILS .....</b>	<b>4</b>
Club Address .....	4
Website .....	4
Postal Address .....	4
Bank Details .....	4
Other Details .....	4
PIC .....	4
Inc No.....	4
ABN.....	4
EQ No. ....	4
RBE.....	4
<b>2022 COMMITTEE MEMBERS .....</b>	<b>5</b>
<b>Management Committee .....</b>	<b>5</b>
<b>Sub Committees.....</b>	<b>5</b>
<b>2022 CLUB SPONSORS .....</b>	<b>6</b>
<b>2022 CALENDAR .....</b>	<b>7</b>
<b>INTRODUCTION .....</b>	<b>8</b>
Management .....	8
Facilities.....	8
Membership.....	8
Meetings .....	8
Advertising .....	9
Safety and Risk Management .....	9
<b>GENERAL INFORMATION FOR USE OF MEMBERSHIP.....</b>	<b>10</b>
Membership Structure and Fees.....	10
Dress Standards .....	10
Club/Participation/Competitive .....	10
Club internal dressage competitions .....	10
Club clinic and training days .....	10
Safety Requirements .....	10
Club Shirts and Merchandise .....	10
Social Media.....	10
Point of Contact.....	10
<b>EVENT INFORMATION .....</b>	<b>11</b>
General Event Information .....	11
Exclusion zone for Under Cover Arena.....	11
Horse Health Declaration (HHD) .....	11
Smoking Laws .....	11
Water .....	11
Lunging .....	11
First Aid.....	11
Ribbons/placings .....	11
Dressage .....	11
Hack.....	11
Show Jumping .....	12

Refunds for Scratching/Cancelling from an Event .....	12
<b>USE OF GROUNDS.....</b>	<b>13</b>
Rules for the use of the Grounds.....	13
Hiring of grounds: .....	14
Dogs on grounds .....	14
Camping.....	14
<b>USE OF UNDERCOVER ARENA .....</b>	<b>15</b>
Rules for the use of the Under cover Arena.....	15
<b>VOLUNTEERS AND HELPERS.....</b>	<b>16</b>
Volunteers.....	16
Club Competitor Helper Requirements.....	16
Finishing Your Event.....	16
<b>CLUB BY LAWS.....</b>	<b>17</b>
<b>TROPHY PRIZE POOL.....</b>	<b>18</b>
General Trophies .....	18
Competitors Trophy.....	18
President's Trophy.....	18
Club Champion.....	18
Junior appreciation of membership .....	18
Dressage .....	18
Internal Dressage .....	18
Open Dressage .....	18
Show Jumping and Hunter Trials .....	19
Internal Show Jumping .....	19
Open Show Jumping .....	19
<b>HELPFUL INFORMATION FOR COMPETING AT CGDRC .....</b>	<b>20</b>
Dressage .....	20
Dress for Participation/ Open Days up to Medium level.....	20
Saddlery and Tack .....	21
Snaffle Bits .....	22
Common items not permitted in the Dressage Arena.....	22
Show Horse .....	23
Show Hack.....	23
Show Hunter.....	23
Ridden Show Horse .....	23
Show Jumping.....	24
Competitions .....	24
Dress for Show Jumping Dress, Protective Headgear and Salute .....	25
Dress .....	25
Saddlery .....	26
<b>CONCLUSION .....</b>	<b>27</b>
<b>APPENDIX A .....</b>	<b>28</b>
<b>General Code of Conduct.....</b>	<b>29</b>

## **CLUB DETAILS**

### **Club Address**

30 Irwin Rd Cedar Grove, QLD 4285

### **Website**

[www.cgdrc.org.au](http://www.cgdrc.org.au)

### **Postal Address**

P.O. Box 532  
Jimboomba QLD 4280

### **Bank Details**

Cedar Grove & District Riding Club  
Bendigo Bank  
BSB: 633000  
Account: 160516258

### **Other Details**

#### **PIC**

QHBD2678

#### **Inc No**

IA12900

#### **ABN**

63 130 532 493

#### **EQ No.**

4006105

#### **RBE**

RBE147291

## 2022 COMMITTEE MEMBERS

### Management Committee

Position	Name	Contact
President	Linda Massey	president1.cgdr@gmail.com
Vice-President (Club Operations)	Alicia Palmer	vp.cgdr@gmail.com
Secretary	Position Vacant	secretary.cgdr@gmail.com
Treasurer	Tracey Allen	treasurercgdr@gmail.com

### Sub Committees

Sub Committee	Name	Contact
Dressage	Hannah Dent Katrina Kruse Allanah Pokorski	dressage.cgdr@gmail.com
Show Jumping	Tracey Allen Louisa Livingstone Kym Jack Katrina Kruse	jumping.cgdr@gmail.com
Hack	Vacant Position Vacant Position	hacking.cgdr@gmail.com
Canteen	Vacant Position Vacant Position	

## **2022 CLUB SPONSORS**

## 2022 CALENDAR

Below is a list of events held at the club grounds in date order. Entry to events is via [www.nominate.com.au](http://www.nominate.com.au) and flyers will be posted on Facebook and events created where possible. The calendar is subject to change so please check the events on Nominate. Before you enter Members only events, please ensure your club membership is current.

**30 Jan** Rescheduled 3<sup>rd</sup> leg Summer Series, AGM, 2021 Club Awards and Summer Series Presentation, Sign on day

**13 Feb** Dressage Clinic with Geraldine Montfrans Eady

**05 Mar** Pole Clinic with Don Sullivan

**13 Mar** Members only dressage day

**26 Mar** Jump clinic with Don Sullivan

**16 Apr** Dressage Clinic with Geraldine Montfrans Eady

**01 May** Club & EA Participation Day

**14 May** Show Jump Clinic – Instructor to be confirmed

**05 Jun** Members Only Dressage Day

**17 Jul** Open Show Jump Day

**06 Aug** Jump clinic with Don Sullivan

**13 Aug** Club & EA Participation Day

**11 Sep** Dressage Clinic with Geraldine Montfrans Eady

**22 Oct** Jump clinic with Don Sullivan

**23 Oct** Open Show Jump Day

**13 Nov** Members Only Summer Series Leg 1

**27 Nov** Members Only Summer Series Leg 2

**11 Dec** Members Only Summer Series Leg 3

## INTRODUCTION

Cedar Grove and District Riding Club, located at 30 Irwin Road, Cedar Grove, was founded in 1994. The club won the Equestrian Queensland Club of the Year Award in 2011 and again in 2016. The club caters for the disciplines of dressage, show jumping and hacking and hosts internal member and participation competition events and training clinics, providing a safe, relaxed and fun competition and learning environment for riders of all skill levels from beginner to advanced.

The club constantly strives to improve facilities and services to club members. Suggestions and feedback from members are welcome. Members are very welcome to contact the committee by email with your suggestions for improving the club.

### Management

Cedar Grove and District Riding Club functions under the umbrella of Equestrian Australia (EA) National and Equestrian Queensland (EQ) State Constitutions. The club is managed by an enthusiastic and pro-active committee.

### Facilities

Cedar Grove and District Riding Club enjoys some of the best club facilities in the area. We have two competition grade sand dressage arenas, an undercover arena with security surveillance and a fenced round yard. Additionally, we have a large, fenced grass area for hacking and show jumping and are in the process of completing a small cross-country course.

Horse facilities include 20 steel day yards, two separate biosecurity/stallion yards and a wash bay. Club house facilities include a full kitchen, meeting room, storage and first aid areas and toilets including disabled facilities. The clubhouse was completely renovated in 2010 with funding from Logan City Council.

### Membership

Membership of Cedar Grove and District Riding Club entitles you access to the club grounds and all facilities except for the undercover arena (separate fee for use) every day of the year except on competition days or if the grounds are closed due to weather conditions/maintenance and on specific public holidays.

On event days, you must nominate to compete to be allowed access to the competition areas (arenas and show jumping area). We provide a fun, relaxed and collaborative learning environment and a great place to improve your skills and compete in all disciplines.

We send out regular emails to keep members informed and post notifications on our Club Facebook page.

### Meetings

Members are welcome to attend monthly Management Meetings and two Open General Meetings twice per year and to provide suggestions to the committee by email at any time. The Management Team usually meet in the second week of the month at McDonalds Jimboomba or the clubhouse and all members are welcome to join in from 7.30pm but must email secretary and let them know they would like to attend.



### **Advertising**

Members and sponsors can post free advertising on the club's Facebook page and via email.

### **Safety and Risk Management**

All events are conducted in accordance with Equestrian Australia rules and regulations, and the club's current Member's Handbook.

**Safety of horses, riders and spectators is paramount.** Where a horse's behaviour is deemed to be dangerous to others the person responsible for the horse may be requested to leave the clinic or event and move to an area which does not create a danger to others.

Riders, members and visitors must always adhere to the requirements specified in the club's current Member's Handbook while on the club grounds and interacting on social media.

Any club member who puts the safety and wellbeing of their fellow club members at risk or who deliberately ignores the conditions of membership outlined in this document will need to show cause as to why their membership should not be revoked.

## GENERAL INFORMATION FOR USE OF MEMBERSHIP

All members must agree to adhere to the Members Code of Conduct. Please refer to Appendix A of the Members Handbook

### Membership Structure and Fees

Single Riding Membership	\$85.00
Family Riding Membership First Member	\$85.00
Second member and thereafter	\$65.00
Social (non-riding) Membership	\$20.00
Life Member Membership	\$65.00

### Dress Standards

#### Club/Participation/Competitive

As per Equestrian Australia rules unless stated otherwise.

#### Club internal dressage competitions

Equestrian Australia dress or club polo shirt may be worn in lieu of other light-coloured collared shirt.

#### Club clinic and training days

Members must be presentable with appropriate footwear and current safety helmet.

### Safety Requirements

Safety helmets must conform with one of the current approved safety standards as specified by Equestrian Australia (Refer to Equestrian Australia website). Members are responsible for ensuring their helmet meets current standards. Cross Country: A back protector must be worn. Refer to Equestrian Australia website for current approved safety standards.

### Club Shirts and Merchandise

- Club polo shirts are available for \$35
- Club caps are available for \$15
- Sun Sleeves \$5

### Social Media

Use of social media by members should be used to promote and benefit the club to the equestrian world and the general public. The club does not discuss club business on social media. Negative or derogatory comments on social media may result in your membership being revoked. Members who wish to raise issues of concern should contact the committee by email:  
secretary.cgdr@gmail.com

### Point of Contact

The committee and/or subcommittee members are your first point of contact for all queries.

## **EVENT INFORMATION**

### **General Event Information**

The club grounds may have restricted use prior to the day and on the day of the event. Grounds will be closed for maintenance as required. Details of restricted use will be on the club's Facebook page.

On the day of the event all questions should be directed to the gear check steward.

As a competitor you are expected to help on the day that you are competing with jobs and packing away, please refer to the section Volunteers and Helpers to ensure that you are familiar with what is expected.

### **Exclusion zone for Undercover Arena**

There is a 10m exclusion zone around the Undercover Arena. Please do not enter the marked area.

### **Horse Health Declaration (HHD)**

A completed Horse Health Declaration must be handed in at each of our calendar events and when camping. A link to download this form can be found on the Club website.

### **Smoking Laws**

Smoking is banned within 10 metres of all club facilities and activities.

The coverage of the ban includes all club facilities including the sporting ground, riding area, the viewing area, public seating at the grounds and any other area reserved for use by the competitors and the officials. This includes the use of all smoking products, including electronic cigarettes.

### **Water**

Please be conservative when using the wash bay as the club must pay for water usage.

### **Lunging**

Lunging is to be in the round yard or in the grassed areas only. Lunging must not occur in the competition arenas or the undercover arena. This may cause damage to our facilities and possibly endanger other members using that facility.

### **First Aid**

A qualified First Aid officer will be available at all club competitions. The club's first aid kit and supplies are stored in the white cupboard in the scoring/meeting room in the club house.

### **Ribbons/placings**

#### **Dressage**

Participation/Competitive competitions ribbons go to 6th place. Ties are allowed if equal placings cannot be resolved.

Internal Club competitions, ribbons go to 6th place depending on the number of entries, ties are allowed if equal placings cannot be resolved.

#### **Hack**

Ribbons to 4<sup>th</sup> for open and internal hack shows.

### **Show Jumping**

Ribbons to 6<sup>th</sup> for Participation/Competitive show jumping events. Ties do not occur eg. back to time/clear round.

### **Refunds for Scratching/Cancelling from an Event**

To receive a refund (less 20% admin fee) for scratching/cancelling from an event after the entries have closed, you must supply the club with a doctor or vet certificate within 7 days of the event. A copy of your certificate must be emailed to treasurer or to another committee member to forward onto treasurer along with your bank account details for the refund.

In the case of an event being cancelled by the Club, (eg. due to poor weather conditions). Riders will be refunded the full amount. If the event is postponed and a new date is set that a rider cannot attend. The rider will be issued a full refund.

## USE OF GROUNDS

- The Club Grounds can be accessed by current financial members when there isn't an organised event on but must adhere to the rules outlined below and keys can be purchased. A Grounds Access Key can be purchased at the time of joining for an extra \$20. If it is lost there will be a \$20 replacement fee.
- Wet weather – please be considerate when using grounds/arenas after rain. Please refer to the club's Facebook page as to the use of the grounds and arenas following wet weather
- There are two and a half days a year (Good Friday, Christmas Day and part of Anzac Day) where the council have stipulated there is to be no use of the club grounds. Please be aware that your membership will be revoked should you ignore the direction of Logan City Council

The club takes seriously its responsibility for safety and risk management however the individual is equally responsible for safety of riders and horses and security of the grounds. All riders must be aware that horses are unpredictable and horse riding is deemed a dangerous sport. The onus is on all riders to be aware of your own safety regarding you, your horse and others at any time you are on the grounds.

ANY PERSON FOUND DAMAGING OR DESTROYING CLUB PROPERTY OR FACILITIES WILL HAVE TO SHOW CAUSE AS TO WHY THEY SHOULD RETAIN MEMBERSHIP RIGHTS

### Rules for the use of the Grounds

1. All riders using the grounds must be financial and hold a riding membership
2. Gates must be locked when leaving the club grounds. If you find the gate unlocked, please lock it. Members that need access have keys
3. Only allowing access to riders who are CGDRC members
4. Private lessons can only be held by a coach that holds a current insurance certificate of currency. This should be emailed to [vp.cgdrc@gmail.com](mailto:vp.cgdrc@gmail.com) each year.
5. All members have equal rights to use the arenas. Lessons do not have priority unless at a club sanctioned event
6. Please observe the correct protocols eg. left shoulder to left shoulder, faster pace has the right of way etc. so that no horse or rider is put at risk.
7. No equipment or objects eg. chairs, milk crates or mounting blocks, jump stands etc. are to be taken on to any of the dressage arenas without approval from the Management Committee
8. No lunging in any of the dressage arenas. Separate areas are provided for lunging
9. No sliding stops or galloping in the dressage arenas
10. All manure must be removed from dressage arenas, wash bay & yards.
11. Be conservative when using the water in the wash bay
12. Anyone using jumping equipment left in grassed area must have an instructor or experienced adult supervising
13. Always adhering to the requirements specified in the club's Risk Management Policy and the current Member's Handbook while on the club grounds.

### Hiring of grounds:

The grounds are available for hire to outside organisations that meet the criteria established by the committee especially regarding risk management/insurance. Any enquiries should be directed to the Secretary and a current Grounds Hire Form must be completed; this can be found on the Club's website. Members are asked not to use grounds when hired out, unless otherwise stated. Dates are always listed on club's Facebook page and website. **CURRENTLY THIS OPTION IS NOT AVAILABLE.**

### Dogs on grounds

**DOGS ARE STRICTLY NOT PERMITTED AT ANY CLUB ORGANISED ACTIVITY.**

Anybody bringing a dog onto the grounds on an event day will be asked to remove the dog from the grounds. If you bring a dog onto the grounds at any other time, the dog MUST be on a leash and tied to your float/truck/car. Dogs are not permitted within the fenced area of the club house or in arenas. Please be aware of the biosecurity risk of bringing your dog to the grounds.

### Camping

Camping is permitted with approval from council. The process for requesting to camp overnight on the club grounds may take up to 6 weeks. Your first point is to contact the management committee and submit a camping request form found on the club website. If the management team agree to the camping request, they will then submit a request to council for permission.

You will be notified prior to the date as to the outcome from council. Council approval forms must be kept at the club for the dates granted for presenting if requested. A Horse Health Declaration must be completed on the day of camping.

## USE OF UNDERCOVER ARENA

The undercover Arena is available for use for members of Cedar Grove and District Riding Club who have paid the additional fee for access. This is in addition to the riding membership fee and contributes to the maintenance and continued improvement of this facility. You must be a current financial member of the club with a riding membership and have a Grounds Access Key. Indoor light hire is \$3 per half hour to those members who have purchased an Indoor key.

There is a cost for the additional use of the Undercover Arena, this is \$120 per person and will include a key. If the key is lost there will be a \$20 replacement fee. For additional family members that meet the criteria can opt to have use including a key for \$120 or without for \$100.

Please note that there are security surveillance cameras in operation.

### Rules for the use of the Undercover Arena

1. There is a maximum of 4 riders permitted in any arenas at any one time unless it's a club organised event
2. Only allow access to riders who are CGDRC members that have paid for the use of the under over arena. If you are found to knowingly allow access to anyone that isn't authorised to use the arena this may result in having your membership revoked
3. During busy periods and there is a queue for use of the Arena, riders will be capped to 30-minute periods
4. The undercover arena gate is to remain closed unless horses are entering or exiting
5. Please observe the correct protocols eg. left shoulder to left shoulder, faster pace has the right of way etc. so that no horse or rider is put at risk.
6. No lunging. Separate areas are provided for lunging
7. No sliding stops or galloping in the undercover arena
8. No equipment or objects eg. chairs, milk crates or mounting blocks, jump stands etc. are to be taken on to any of the dressage arenas without approval from the Management Committee
9. All manure must be removed from the undercover arena
10. Horses are not to be left unattended, loose tied or hard tied up in the undercover arena.
11. No one is to sit on the undercover arena fence.
12. There is a 10-metre exclusion zone around all arenas during a competition
13. The Management Committee can revise the rules when they see fit at anytime

## **VOLUNTEERS AND HELPERS**

### **Volunteers**

Without Volunteers we cannot run events and any help is greatly appreciated. We have a great incentive system of volunteer vouchers that are rewarded to members, their family and friends at \$5 per hour. They can be used for the following;

- Membership fees
- Grounds access keys
- Under cover arena access
- Competition entry fees
- Clinics
- Club merchandise

All volunteers MUST sign in and out of the volunteer sign on book. It is a volunteer's responsibility to ensure they complete this task. The volunteer sign on book will be at the gear steward tent, canteen or with the club committee member responsible for overseeing the event volunteers for that day.

Vouchers must be redeemed within 24 months from the date they were issued.

### **Club Competitor Helper Requirements**

Competitors are expected to help out for an hour at each event they compete in, any additional help will be awarded in club vouchers at \$5 per hour.

Members entering events are to be allocated a job to assist with the smooth running of the event. Please be considerate to event organisers and your fellow club members and be on time and do the job you are assigned. If you are unable to do your job, it is your responsibility to find someone to take your place. Failure to do your job or find a replacement will result in your future nominations being brought into question.

Members riding in the event are expected to help as part of your club membership. Entry fees for members are at discounted rates. Non-competing members who volunteer their time will be paid in club vouchers at \$5 an hour. All volunteers must sign the sign on book.

### **Finishing Your Event**

At the completion of your test or jumping round, leave the arena/ring as promptly as possible to make way for the next rider and help the day run smoothly. Once you have finished for the day and tended to your horse's needs, please return to the clubhouse and offer to help in the running of the day.

Yards are available free of charge, so you can leave your horse in a safe environment. The event organizers are likely to be riding and will need your assistance to allow them to prepare their horse for the day. Please remove any manure from the yards.

The club encourages members to help and support one another, this may include holding horses, helping with forms, or covering someone else's job. Please be an active member for everyone's fun, safety and enjoyment of the day. Please also feel free to arrive early to the event/clinic to help before you ride. This is another great way to show your support to fellow riders and members. The club cannot run successfully without member involvement.



## CLUB BY LAWS

1. All riders must wear a current and approved helmet as per Equestrian Australia regulations and appropriate footwear.
2. All riders must be financial to participate in club activities and to ride at the club grounds.
3. Members under eighteen (18) years are not eligible to vote.
4. Alcohol is not permitted at club events which are attended by members with their horses. Alcohol may be available at social functions provided the members who attend such functions do not bring their horses.
5. Children (under 18) must always have a supervising parent and/or guardian on the grounds.
6. It is preferable that no dog be brought on club grounds. If a dog is taken onto the grounds it must be kept away from riding areas and club house fenced area. It must always be kept under control on a leash. No dogs permitted on trail rides. Absolutely **NO DOGS** on competition or training days.
7. Stallions are allowed on the grounds and at club events unless specifically stated otherwise in the event program. Stallions **MUST** always be handled by a rider 18 years or older and under control. Handlers are asked to manage their stallion according to Equestrian Australia stallion handling guidelines (see EA web site for guidelines). Stallions must be either yarded in the separate stallion yards (only two available) or tied to a truck/float and must always be supervised while tied up. They cannot be yarded in the general yards among other horses. If stallions become out of control or a threat to any other horse or person, the handler will be asked to remove them from the grounds.
8. Horses cannot be exchanged between members in any dressage competition where the one horse/one rider rule (EA) applies.
9. Members will have discounted nominations to compete at participation or competitive or open competitions (participation dressage or participation show jumping events) and clinics.
10. All entry gates **MUST** be closed while horses are on the grounds.
11. All members are encouraged to abide by the country code:
  - (a) enjoy the countryside and respect its life and work
  - (b) guard against the risk of fire
  - (c) fasten all gates
  - (d) keep to defined paths across farmland
  - (e) leave livestock, crops and machinery alone
  - (f) take your litter home or use bins provided. DO NOT drop rubbish on the ground
  - (g) help to keep all water clean
  - (h) protect wildlife, plants and trees
  - (i) adopt care and abide by rules when riding on roads

## TROPHY PRIZE POOL

### General Trophies

#### Competitors Trophy

- Champion and Reserve Champion. This trophy is for all equestrian competitions including Cedar Grove Participation and Open competitions and all Equestrian Australia affiliated competitions (except for those competitions which restrict age, breed and membership), agricultural shows, club hack shows, other clubs' open competitions.

#### President's Trophy

- Best all-round club member as decided by the Club President

#### Club Champion

- Highest points for all Cedar Grove club's cumulative participation, open and internal events.

#### Junior appreciation of membership

- Medallion to all junior members.

### Dressage

#### Internal Dressage

Points trophies from the current year's internal club dressage days. Members must compete at 50% of internal club dressage events\* to be eligible for a trophy. \*If Club competitions are cancelled due to weather etc, then it will be at the discretion of the committee to decide on the eligibility for awarding trophies.

- Junior Preparatory Champion and Reserve Champion
- Senior Preparatory Champion and Reserve Champion
- Junior Preliminary Champion and Reserve Champion
- Senior Preliminary Champion and Reserve Champion
- Junior Novice Champion and Reserve Champion
- Senior Novice Champion and Reserve Champion
- Junior Elementary Champion and Reserve Champion
- Senior Elementary Champion and Reserve Champion
- Senior Medium/ Advanced Champion and Reserve Champion

#### Open Dressage

Points trophies from the current year's Participation/Competitive Competitions at CGDRC and all EA affiliated competitions (except for those competitions which restrict age, breed and membership) and agricultural show events.

- Champion Open Dressage Senior Rider
- Reserve Champion Open Dressage Senior Rider
- Champion Open Dressage Junior Rider
- Reserve Champion Open Dressage Junior Rider
- Most Improved Junior and Senior
- Encouragement Junior and Senior

### **Show Jumping and Hunter Trials**

Points trophies for all CGDRC and all EA affiliated competitions (excepts for those competitions which restrict age, breed and membership) and agricultural show events.  
Hunter Trials coming soon

### **Internal Show Jumping**

- Junior Club Champion and Reserve Champion
- Senior Champion and Reserve Champion

### **Open Show Jumping**

- Open Champion and Reserve Champion
- Most Improved Junior and Senior

## HELPFUL INFORMATION FOR COMPETING AT CGDRC

### Dressage

This is a guide only and you should always refer to  
Equestrian Australia National Dressage Rules

In Dressage competitions, horse and rider perform a series of predetermined movements, known as 'figures' or "movements" in an arena of either 20x60 metres or occasionally 20x40 metres. The arena has 12 lettered markers placed symmetrically indicating where movements are to start and finish and where changes of pace or lead are to occur. In all competitions, the horse has to show the three paces: walk, trot and canter as well as smooth transitions within and between these paces.

In Australia, the national federation Equestrian Australia, has set tests ranging from Preparatory level to Advanced level and after that the FEI Tests from Prix St. Georges to Grand Prix level are adopted as national tests.

At an event you will have a warm up area to warm your horse up, you will be expected to be ready to ride at your time given on the draw. You have to ride your horse up to the judge to present your horse and give the pencil and judge to take note of your bridle number. You will then continue to ride around the arena or near the entrance of the arena until you have the signal from the judge to enter. You have one minute from the signal to enter and you will be judged from the moment you enter the arena.

### Dress for Participation/ Open Days up to Medium level

#### Helmet

Protective headgear must conform with one of the current approved safety standards outlined below. The EA General Regulations at rule 122.2 prescribe the current standards. It is the responsibility of the rider to ensure they are using a current standard safety helmet.

- Current Australian standard **AS/NZS 3838 (2006 onwards)** provided they are SAI Global marked
- Interim European Standard **VG1 (01.040: 2014-12)** with or without BSI Kitemark
- New Australian standard **ARB HS 2012** provided they are SAI Global marked
- Current American standards ASTM F1163 (2004a or 04a onwards) provided they are SEI marked, or SNELL E2001
- Current British standard PAS 015 (1998 or 2011) provided they are BSI Kitemarked

#### Jacket

A jacket or coat must be short, may be double breasted. Cutaway coats/mini tails are permitted providing they are cut straight across the back. The colour must be HSV blue, green, black, grey, brown. Tweed coats permitted. Riders may ride without jackets if feeling overheated.

#### Shirt

A long, short sleeved or sleeveless shirt, and an appropriately pinned down stock, tie or ratcatcher must be worn. The shirt should be tucked in. Collar and parts that will be visible when wearing a jacket should be white or a pale or coordinating colour. Patterns on body and sleeves of shirt are permitted even when not wearing a coat

### **Stock / Tie**

A stock or tie must be worn, a stock or tie in white, off- white, pale colour, same colour as coat or a shade of the coat colour, coloured trim or piping is permitted

### **Jodhpurs/ Breeches**

White or light coloured, ie cream breeches/ jodhpurs, seat may be dark colour.

### **Boots**

Long Boots or Jodhpur Boots can be worn, black, brown or same colour as jacket. Worn with or without gaiters. Exposed side of gaiters must be full grain leather.

### **Gloves**

Must be worn and they may be white or coordinating colour with the jacket.

### **Saddlery and Tack**

#### **Saddles and saddlecloths**

A fully mounted black or brown dressage-type saddle (including all-purpose) of traditional or treeless construction is compulsory and may be used with or without a saddlecloth

Saddlecloths may be square or shaped. White is preferred but pale colours permitted and a sheepskin/fleece girth cover is permitted

#### **Stirrups**

Stirrups must be silver or black in colour. Safety stirrups, including toe stoppers, are permitted. Stirrups must have closed branches, and no attachments. The foot must not be fully enclosed and must in no way be attached to the stirrups (for example with magnets). Safety stirrups may have an opening on the outside branch.

#### **Bridles, nosebands and bits**

Bridles must be black or brown. Coloured accent or piping is permitted. With the exception of the buckles and padding the headstall and noseband, must be made entirely of leather or leather-like material. A browband is required, and except for the parts that attach to the crown piece or headstall is not required to be made of leather or leather-like material.

A throat latch is required except when the combined noseband or Micklem bridle are used

A noseband is compulsory and the noseband should not be so tight to cause harm to the horse. Padding under the noseband is permitted as long as it is securely attached

#### **Bridle numbers**

Bridle numbers must be worn either on the bridle or on the Saddlecloth and must be worn on both sides of the horse.

#### **Reins**

The reins of a bridle must be black or brown, the reins can be made of leather, cotton, synthetic or a mix of these materials, Reins must not be made of rope or rope-like material. Martingale stoppers and continental reins with billets are Permitted.

#### **Snaffle bridle**

A snaffle bridle is an English-type bridle with a single snaffle-type bit and one set of reins. A snaffle bridle is compulsory in all tests up to and including Elementary level.

It is compulsory to have one (only) of the following nosebands on a snaffle bridle:

- Dropped noseband
- Cavesson noseband Flash (or Hanoverian) noseband

### **Bits**

Bits must be smooth with a solid surface, all parts going into the horse's mouth shall be rounded, and not ridged, sharp or corrugated. Bits must be made of metal, rigid plastic, or durable synthetic material and may be covered with rubber or latex and all bits should fit the horses mouth.

### **Snaffle Bits**

The minimum diameter of the mouthpiece is 10mm for ponies including Young Pony competitions and 12mm for horses (14mm in Young horse competitions see rule 9.1.2)

Snaffle bits may be used with loose ring, D-Ring, eggbutt or hanging cheeks (Baucher). Single or double-jointed snaffles may also be used with upper or lower cheeks, hanging cheeks, full cheeks or Fulmer cheeks. Loose rings may have a sleeve fitted around part of the ring

A snaffle may have up to two joints. A bushing or coupling is permitted as the centre link in a double-jointed snaffle; however, the surface of the centre piece must be solid with no moveable parts other than a roller. The centre link may be tilted in a different orientation from the mouthpiece but must have rounded edges and may not have the effect of a tongue plate

### **Common items not permitted in the Dressage Arena**

- Balancing reins (e.g. chambon, deGogue)
- Bearing reins (e.g. chambon, deGogue)
- Bit guards (leather/rubber circular gadgets that stop the bit pulling through)
- Bitless bridles e.g. hackamores
- Blinkers of any form
- Decoration on the horse incl mane/tail with items such as ribbons, flowers, glitter, etc, is, not permitted, apart from a red ribbon in the tail to indicate a horse that kicks
- Grass reins
- Running reins
- Tongue Ties
- Twisted and wire bits

### **Allowed in the Warmup but not in the Arena**

Boots, bell boots and bandages

Headphones

Running Martingale

Saddle covers

### **Optional dress and tack**

Spurs, whip, monkey grip, neck strap back protector, breastplate,

## Show Horse

This is a guide only and you should always refer to  
Show Horse Council Queensland

Show Hack horses and Show Hunter horses are exhibited in three divisions; Pony, Galloway and Hack.;

- A Pony Show horse, Hunter must not exceed 14hh
- A Galloway Show horse Hunter must be over 14hh and not exceed 15hh
- A Hack Show horse, Hunter is over 15 hh.

There are usually different classes within each division;

- Maiden Classes: Restricted to horses that have not won a hack class at any hack or agricultural show. (to be ridden in a snaffle bit only).
- Novice Hack /Novice Rider Classes: Restricted to horse / rider that have not won a Novice or Open Championship at any hack or agricultural show.
- Open Hack: Open to all horses

### Show Hack

The overriding principle is that a show horse after being beautifully conformed, of high quality, a magnificent mover and having lovely manners and paces. Showing is subjective so is subject to a Judge's decision. The Judge will place the horses in the correct order. Movement is very important because a show horse must move with balance, elegance, lightness, correctness and with the right rhythm for the gait. If a horse is not conformed correctly it will have difficulty in moving with perfect rhythm. This shows as carrying head too high or too low, short choppy gait, too much knee action and not pushing through from behind and many more imperfections.

### Show Hunter

A Show Hunter should possess more substance than the modern ridden Show Horse, but it must be emphasised they should be quality animals. A quality Show Hunter must create the impression that it is capable of hunting over a variety of terrain – this militates against any weakness in conformation which would prevent this, and he must do it comfortably and safely for his rider. Show horses wear plain browbands.

Horses cannot compete in both the hack and show hunter classes.

### Ridden Show Horse

The horse should work with a nicely rounded back, naturally elevated in front and head flexed at the poll. The contact should be light and even. Holding a horse in a shape with the use of brute strength or artificial gadgets is not truly getting a horse to accept and to come happily on to the bit. A show horse must give the impression of covering the ground easily and fluently. The horse must be well balanced and work without any obvious effort by the rider or any untoward resistance from the horse. The whole picture should be pleasing to the eye.

## Show Jumping

This is a guide only and you should always refer to  
Equestrian Australia National Jumping Rules

Jumping is probably the best known of the equestrian disciplines recognised by the FEI where men and women compete as equals in both individual and team events. In modern Jumping competitions, horse and rider are required to complete a course of 10 to 13 jumps, the objective of which is to test the combination's skill, accuracy and training.

The aim is always to jump the course in the designed sequence with no mistakes – a clear round. If any part of an obstacle is knocked down or if the horse refuses a jump, penalties are accumulated. The winner of the competition is the horse and rider combination that incurs the least number of penalties, completes the course in the fastest time or gains the highest number of points depending on the type of competition.

### Competitions

There are many different types of competitions and you should always refer to the Equestrian Australia National Jumping Rules, below are some examples of competitions that you may find at CGDRC.

#### AM7

The AM7 Competitions are those in which performance over obstacles is the principle factor. AM7 Competitions are commonly not judged against the clock for the first round, but always with a time allowed, although speed may be introduced to separate equality for first place by a first jump-off or by a maximum of two jump-offs.

#### Ideal Time

Again, this Competitions principle factor is the performance over obstacles. This is judged based on the accuracy of the round and first place will be awarded to the combination that accurately complete the round and whose time is closest to the ideal time.

#### Special (Super) Two-Phase Competition

This Competition comprises two phases run without interruption, each at an identical or different speed, the finishing line for the first phase being identical with the starting line for the second phase.

The first phase is a course of five to seven obstacles with or without combinations and against the clock.

The second phase may include one combination. Athletes completing the first phase may continue in the second phase which is against the clock. The second phase finishes after crossing its finishing line. The total number of obstacles in both phases is a minimum of 11 and maximum of 13 obstacles.

#### Fault-and-out Competition

This Competition takes place against the clock over medium sized obstacles each with its own number. Combination obstacles are not allowed. The round finishes at the first fault committed of whatever nature (obstacle knocked down, any disobedience, fall etc)



### Top Score Competition

In this Competition, a certain number of obstacles are set up in the arena. Each obstacle carries from 10 to 120 points according to its difficulty. Combination obstacles are not allowed.

The Athlete is credited with the number of points carried by each obstacle that he/she has jumps correctly. No points are awarded for an obstacle that is knocked down.

A fixed time of 45 seconds (minimum) to 90 seconds (maximum) is allocated in this Competition. During this time, the Athlete may jump all any of the obstacles he/she wishes in any order and in any direction. He/she may cross the starting line in either direction. (The starting line must be provided with four flags; a red and a white flag at each end of the line). During the Athlete's round, the Athlete is permitted to cross the starting and finishing lines in either direction, as often as he wishes. Each obstacle may be jumped twice and any obstacle knocked down during a round will not be rebuilt; if it is jumped again, no points will be credited to the Athlete.

The Athlete who has obtained the highest number of points will be declared the winner. In the event of equality of points, the fastest time taken between the start of the fixed time and the crossing of the finishing line after the bell has rung will decide.

There are two options for using a Joker but usually the joker is not part of the main course. After the finish bell has rung for the end of the round the Athlete must cross the finishing line to have his time recorded, he then has 20 seconds in which to attempt the Joker. Only one attempt at the Joker is allowed. Two-hundred points are awarded if this obstacle is jumped correctly, but if it is knocked down 200 points must be deducted from the total points obtained by the Athlete.

### Dress for Show Jumping Dress, Protective Headgear and Salute

#### Dress

Athletes are required to wear correct dress when appearing before spectators and are required to dress when they are competing or during the presentation of prizes. When inspecting the course, and competing, dress must be neat and tidy. In any case, dress should be appropriate to the time, importance of the competition, presence of sponsors and requests of the OC. In bad weather, the Ground Jury may allow the wearing of a waterproof jacket. In very warm weather the Ground Jury may allow Athletes to ride without a jacket.

#### Helmet

It is compulsory for all persons to wear properly fastened protective headgear with three-point retention harness at all times when mounted. Protective headgear must conform with one of the current approved safety standards outlined below. The EA General Regulations at rule 122.2 prescribe the current standards. It is the responsibility of the rider to ensure they are using a current standard safety helmet.

- Current Australian standard **AS/NZS 3838 (2006 onwards)** provided they are SAI Global marked
- Interim European Standard **VG1 (01.040: 2014-12)** with or without BSI Kitemark
- New Australian standard **ARB HS 2012** provided they are SAI Global marked
- Current American standards ASTM F1163 (2004a or 04a onwards) provided they are SEI marked, or SNELL E2001
- Current British standard PAS 015 (1998 or 2011) provided they are BSI Kitemarked

### **Formal Dress**

The Formal dress requires a hunting or riding jacket, white or light fawn breeches, black or brown boots. Other dark coloured boots may be approved at the discretion of the EA. Boots must have a heel. A white tie, ratcatcher, or a hunting stock and a white or lightly coloured shirt must be worn. Shirts may have long or short sleeves and must have a white collar; long-sleeved shirts must have white cuffs. If a jacket is not worn shirts must have sleeves, either short or long sleeves are permitted.

### **Summer Dress**

Athletes are encouraged to wear their riding jacket during their Competition round, regardless of the prevailing temperature. When the air temperature reaches 28 degrees Celsius (measured in the shade), however, Athletes are not required to wear a jacket. When competing without a jacket, Athletes must wear a shirt with a collar to support a tie. Shirts must not be sleeveless. Shirts with contrasting panels and sleeves are permitted.

### **Saluting**

In all Competitions that take place in an arena under the jurisdiction of a Ground Jury, each Athlete must salute the President of the Ground Jury as a matter of courtesy, unless the President gives other instructions. Raising the whip or lowering the head will be considered an appropriate salute.

### **Saddlery**

In the competition arena:

- Correctly adjusted Standing martingales are permitted in National Competitions up to and including 1.30m
- There are no restrictions on bits. However, the Ground Jury has the right, based on veterinary advice, to forbid the use of a bit that may cause injury to the Horse. Reins must be attached to the bit(s) or directly to the bridle. A maximum of two pairs of reins may be used. If two pairs of reins are used, one pair must be attached to the bit or directly to the bridle Gags and hackamores are allowed.
- Leather, sheepskin or similar material may be used on each cheek piece of the bridle providing the material does not exceed 3 cm in diameter measured from the Horse's cheek.
- Draw reins, running reins, market harboroughs are forbidden in the competition arena except during prize giving ceremonies and march-past parades.

Anywhere within the grounds of the Event (restricted area) under control of the OC, the following provisions apply:

- In the interests of safety, the stirrup iron and the stirrup leather (this also applies to safety stirrups) must hang freely from the bar of the saddle and the outside of the flap. The Athlete must not directly or indirectly tie any part of his body to the saddlery.
- Athletes are allowed to use a dressage whip when working on the flat but are strictly forbidden to use or carry a whip which is weighed down at the end at any time, or to carry or use one which is more than 75 cm in length in the arena, and schooling areas when riding over poles or any obstacle. No substitute for a whip may be carried.

## CONCLUSION

The Cedar Grove & District Riding Club Members Handbook has been developed to assist members in gaining the greatest benefit from their membership and to be a good club member. Your input is welcome as the handbook will be updated periodically throughout the year as required. Please take your feedback or suggestions to the committee either at an Annual General Meeting, an open general meeting or to a committee member by email.

Most importantly, we hope you enjoy your membership at Cedar Grove and District Riding Club and look forward to a fun, safe and active year.

Sincerely,

The Management Committee

# APPENDIX A

## General Code of Conduct

Members or persons are required to comply with the Cedar Grove & District Riding Club General Code of Conduct. CGDRC members must meet the following requirements in regard to their conduct and behaviour during an activity held or sanctioned by CGDRC and in any role held within CGDRC:

- Adhere to the requirements contained in the Members Handbook.
- Members riding at an event are expected to help out as a part of your club membership.
- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealing with others.
- Be professional in, and accept responsibility for your actions.
- Make a commitment to providing quality service.
- As an affiliated club, be aware of, and maintain an uncompromising adherence to Equestrian Australia standards, rules, regulations and policies that cover the equestrian disciplines the club offers to our members.
- Scrupulously avoid any conducting privileged information to gain a personal or commercial advantage.
- Operate within the rules of the sport including national and international guidelines which govern Equestrian Sport, the member associations and the affiliated clubs.
- Do not use your involvement with CGDRC to promote your own beliefs, behaviours or practices where these are inconsistent with those of Equestrian Australia.
- Demonstrate a high degree of individual responsibility especially when dealing with persons under the age of 18 years, as your words and actions are an example.
- Avoid unaccompanied and unobserved activities with persons under the age of 18 years, wherever possible.
- Refrain from any form of harassment of others.
- Refrain from any behaviour that may bring CGDRC in to disrepute.
- Provide a safe environment for the conduct of the activity.
- Show concern and caution towards others who may be sick or injured.
- Be a positive role model.
- Social media must be used to promote and benefit the club to the equestrian world and the general public.