

2020

**HICKSTEAD AND HUNTER TRIALS ORGANISERS
AND INSPECTORS INFORMATION PACK**



PONY CLUB
WESTERN AUSTRALIA

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Event Organisers Checklist

Prior to Event		
Contacted Hickstead/Hunter Trials Inspector or Technical Delegate	YES	NO
Trainee Hickstead/Hunter Trials Inspector or Technical Delegate (If Applicable)	YES	NO
Clubs to pay Hickstead/Hunter Trials Inspector or Technical Delegate	YES	NO
Confirm any extra cost with Hickstead/Hunter Trials Inspector or Technical Delegate for Travel etc.	YES	NO
Hickstead/Hunter Trials Inspector or Technical Delegate accommodation & Meal requirements club responsibility	YES	NO
Trainee Hickstead/Hunter Trials Inspector or Technical Delegate Accommodation & Meals (If Applicable)	YES	NO
Emailed Hickstead/Hunter Trials Inspector or Technical Delegate Event Schedule for approval before distribution in any form. (Rule 16)	YES	NO
Emailed Hickstead/Hunter Trials Inspector or Technical Delegate copy of program prior to commencement of Event. (Rule 17)	YES	NO
Confirmed Hickstead/Hunter Trials Inspector or Technical Delegate Inspections Days	YES	NO
Advised Hickstead/Hunter Trials Inspector or Technical Delegate name & contact details of Event CD	YES	NO
Advised Hickstead/Hunter Trials Inspector or Technical Delegate name of Host Club Accredited Gear Checker	YES	NO
Crisis Management Procedure in Place for Cross-country	YES	NO
Time & Day of crisis meeting confirmed with Hickstead/Hunter Trials Inspector or Technical Delegate	YES	NO

General Information

DOCUMENTS

Current copies of following documents must be available at the event

- Current Pony Club WA Hickstead or Hunter Trials Rules
- Current Pony Club WA Eventing Rules
- Equestrian Australia Eventing Rules
- Pony Club WA Gear Checking Manual

INSURANCE

- Day Membership is no longer offered for Open Competitors.
- Open Competitors must be registered with Pony Club WA as a Pony Club WA Open Rider, Competition Participant, Adult Supporter Mounted, Club Coach Mounted, Affiliate Riding Member
- Insurance will not be in place for clubs allowing non-members to participate in Pony Club WA events.
- PROOF OF MEMBERSHIP MUST BE sighted at sign in for all competitors or a membership check is conducted to ensure all competitors are financial.
- For more information please go to <https://www.ponyclubwa.asn.au/join/>
- General enquiries to 9296 1500 email membership@ponyclubwa.asn.au

Event Information and Program Content

EVENT INFORMATION

A copy of the Event Schedule for the competition must be sent to the allocated Hickstead/Hunter Trial Inspector/Technical Delegate for approval before it is published. Event Schedules for the competition should be published by the organiser:

- Only with the approval of the Hickstead/Hunter Trial Inspector/Technical Delegate.
- Not less than 4 weeks before the event.

Event Schedule must include the following information:

- Event is held under the Pony Club WA Hickstead/Hunter Trials rules 2020
- Organiser name & contact details.
- Name of the allocated Hickstead/Hunter Trial Inspector/Technical Delegate
- Provisional timetable including order of dressage & jumping
- Number of horses per rider for event:
- Substitutions.
- Dressage test for each grade.

- Riders entered in Pony Club classes must be current financial members of a Pony Club affiliated with the Pony Club WA.
- Open Riders must show proof of current open rider registration. (includes: Open Rider, Competition Participant, Adult Supporter Mounted, Club Coach Mounted, Affiliate Riding Member)
- Classes may be offered for open riders at the Organiser's discretion.
- Dress & Saddlery – Refer to the current Pony Club WA Gear Checking Manual
 - o NOTE: No Gear Check before each phase = NO START
- As of Jan 1 2018 any club wishing to host a Pony Club event, must have listed on their membership an Accredited Gear Checker.
- Closing date and conditions for entries.
- Brief instructions to place of competition.
- Time at which jumping course is open for inspections by competitors.
- Method of notification of final draw and starting time.
- Administration arrangements such as stabling & accommodation

Course and Skill Maps

1. Course maps must be available to all riders at the start of the day of competition.
2. Maps must be supplied for each class height and must include the following information
 - Class height and number colour; and
 - Optimum/allowed time.
 - Distance
 - Speed
 - Obstacle name and number
3. Specific details of Skills obstacles must be included on the back of maps.

Horses Age

- A horse may compete in 30cm, 45cm, 65cm, 80cm, 95cm & 105cm Hickstead or Hunter Trials competitions from the beginning of calendar year in which it turns the age of 5 years.
 - o NOTE: The onus is on the OWNER/RIDER to provide proof of Horses Age.

Riders Age

Rider may compete in Pony Club WA Hickstead/Hunter Trials classes as follows:

- 105cm Classes: From the beginning of the calendar year in which the rider turns 13
- 95cm Classes: From the beginning of the calendar year in which the rider turns 12
- 80cm Classes: From the beginning of the calendar year in which the rider turns 11
- 65cm, 45cm & 30cm Classes: Rider must be 9 as of the 1st January
- Lead line no age limit

- Note - Any variation to the age limit listed above would require written approval from the Club chief coach and President

Disclaimer of Liability

“Neither the Organising Committee of any event to which these rules apply, nor the Pony Club Association of Western Australia accepts any liability for any accident, damage, injury, or illness to horses, riders, ground, spectators or any other person or property whatsoever.”

Reservation of Right

The following reservation of right must be printed on all schedules and programs:

The organiser reserves the right:

- To cancel any class or event
- To divide any class
- To transfer competitors between sections of or a class
- To alter the advertised times
- To refuse any entry, with or without stating the reason
- Stallions & rigs are not permitted at a Pony Club WA event.

PROGRAM CONTENT

Subject to prior approval by the Hickstead/Hunter Trial Inspector/Technical Delegate the event program for the competition must be published or distributed by the organiser prior to the commencement of the competition.

All programs must include the following:

- Statement that this event is held under the Pony Club WA Rules for Hickstead/Hunter Trials 2020.
- Timetable Classes/Grades & Tests.
- Jumping briefing.
- List of entries.

Names of Officials:

- Event Host Club/Zone, Hickstead/Hunter Trial Inspector/Technical Delegate, Hickstead Secretary, Course Designer, Jump Builder, Jumping Judge, Dressage Judges Grades Judging & Arena Number
- Medical Ambulance, contact number
- Appeals Committee (3 People without any conflict of interest.)
- Chief Accredited gear checker

Objections/Protests (*Refer Rule for full details*)

- Only the owner or his authorised agent, or the rider of a horse taking part in the competition or in a team event only the team manager is entitled to lodge an objection.
- Protests must be in writing, signed by the person making the protest, and presented personally to the Event Secretary or the Hickstead/Hunter Trial Inspector/Technical Delegate together with any supporting evidence, names of witnesses and the necessary deposit of \$50.

Unauthorised Assistance

- Any intervention by a third party, whether solicited or not, with the object of facilitating the task of the competitor or of helping the horse, is considered unauthorised assistance and the competitor is liable to be eliminated.

The following are forbidden:

- Intentionally to join another competitor and to continue the course in company with him.
- Intentionally to take a lead from another competitor.
- To be followed, preceded or accompanied, on any part of the course, by any vehicle, bicycle, pedestrian or horseman not in the competition.
- To post friends at certain points to call directions or make signals in passing.
- To have someone at an obstacle to encourage the horse by any means whatsoever.
- To tamper with the obstacles or any part of the course including, for instance flags, indicators, markers, notices, ropes, trees, branches, wire or fences, whether temporary or permanent.
- The use of any electronic receiving apparatus by competitors or officials of a team is strictly forbidden, except for individual mobile telephones, providing the Organising Committee approves, and that they do not interfere with the event's communication system.
- However, mobile telephones may not be carried or used by competitors while mounted during competition.
- Officials or spectators who draw the attention of a competitor to a deviation from the course are giving unauthorised assistance, which may result in the elimination of the competitor. In such a case the official is liable to be disciplined.
- Each case of unauthorised assistance will be decided by the Hickstead/Hunter Trial Inspector/Technical Delegate.

Horse and Rider Welfare

Rider Fitness and Medical Card

- All active participants at Pony Club WA events must carry on them or have an accompanying adult carry up to date information regarding current or previous medical conditions. In the Jumping phase, it is compulsory for all riders to wear a Medical Armband on the upper left arm or upper left-hand sleeve.
- Riders are responsible to record all injuries on the Medical card.

Examination after a fall - Medical Fitness

If there is any doubt in regard to fitness to compete the Hickstead/Hunter Trial Inspector/Technical Delegate may eliminate the rider at their discretion. A veterinarian or Official Medical Officer as appropriate MUST examine all horses and riders that have a fall during training or competition before they either take part in another test, event or leave the competition site.

Concussion

- When a Rider has an accident that, in the reasonable opinion of attending First Aid Attendance, Event Ambulance Officers, Paramedics or Doctors following proper medical assessment, results in concussion or suspected concussion, that Rider must be eliminated from the competition and is ineligible to take part in any other Competition at that event. (Refer to PCA Concession and Implementation Policy)
- Event Ambulance Officers, Paramedics or Doctors must advise the Hickstead/Hunter Trial Inspector/Technical Delegate of any incidents of concussion or suspected concussion. The Hickstead/Hunter Trial Inspector/Technical Delegate is responsible for reporting to such incidents to the Pony Club Hickstead/Hunter Trials committee.

Competitors Responsibilities

- Ultimately the competitor is responsible for knowing these rules and complying with them. The appointment of a Hickstead/Hunter Trial Inspector/Technical Delegate or official, whether provided for in these rules, does not absolve the competitor from such responsibility.
- Numbers on the Horse: For easy identification after a rider has been separated from their horse, a horse must carry its number either on the saddle cloth or the bridle in all phases.
- For easy identification, competitors BIB numbers must be worn at all times by the rider when the horse is being ridden, exercised, or lunged, during the Dressage and Jumping tests and when walking the Jumping course. Numbers must be worn in front and on their backs. Hair must be neatly restrained and long hair to be plaited to collar-length and restrained in a hairnet in such a way that the competitor number is visible from front and back. Parents, grooms, etc. when lunging or in hand, the horse/pony, must wear the competitors BIB number front and back and wear appropriate riding attire (gloves, helmet and enclosed shoes).
- The rider is still required to wear a BIB number during each phase of the competition.

Saddlery and Dress

- Must be checked prior to each test.
- Competitors are to know and comply with saddlery and dress requirements for Pony Club WA Eventing. Particularly in wearing rider numbers, horse numbers, correct protective headgear, body protectors and medical armbands.
- Refer to Pony Club WA most current Gear Checking Manual for full details. For queries relating to Hickstead/Hunter Trial Competition Gear please contact the Gear Checking Advisory Panel gearchecking@ponyclubwa.asn.au

Restriction on Schooling Horses

- Under penalty of elimination, unless specifically authorised by the Hickstead/Hunter Trial Inspector/Technical Delegate competitors are forbidden to ride close to the Cross Country fences, or in the Jumping and dressage arenas.
- A competitor who allows another person to school his/her horse during the event will be eliminated.
- It is forbidden, under penalty of elimination, to inspect the Cross-Country obstacles or course before it is officially open to the riders unless authorised by the Hickstead/Hunter Trial Inspector/Technical Delegate.
- A groom may work the horse in hand or lunge.

Reservation of Right

The following reservation of right must be printed on all schedules and programs:

- The organiser reserves the right:
- To cancel any class or event
- To divide any class
- To transfer competitors between sections of or a class
- To alter the advertised times
- To refuse any entry, with or without stating the reason
- Entry form to have place to record Pony Club WA Open Rider number.
- Stallions, Rigs and Colts are not permitted at a Pony Club WA event.

Crisis Management Procedure

Crisis management meeting must be held with all people who will be involved in an emergency this meeting should take place before the event commences.

- An appointed and experienced Crisis Team Manager (CTM) to take charge of and coordinate incident.
- Hickstead/Hunter Trial Inspector/Technical Delegate to call for CMT to come to incident scene and advice on the situation with course Doctor /Paramedic/Veterinarian.
- Crisis Management Team (CMT) to be activated by Hickstead/Hunter Trial Inspector/Technical Delegate and includes Course Doctor/Paramedic/ Veterinarian.
- All two-way radio communication from the CMT will be on a separate channel called the “GO TO” channel or by mobile phone. This channel will be agreed upon prior to the event.
- A suitable and enclosed area/room is to put aside as a Crisis Management office. In the event of a serious incident, the Crisis Management Office will be utilised. Chairs and writing material are to be available for the taking of statements, interviewing and debriefing. This area is to be kept available and not used for any other purpose for the duration of the competition.

Action at the Incident

- Secure the scene and hold all on coming riders.
- Incident scene to be screened from view. Crash Crew Must carry screens.
- All those not involved i.e. not CMT must leave scene.
- Take photographs. These are to provide any evidence required for Police if there is a death or for insurance if required.
- ASAP have the rider removed by ambulance.
- ASAP have the horse removed by appropriate equipment for the task is available prior to the incident.
- Hickstead/Hunter Trial Inspector/Technical Delegate, Chief Judge to install New Fence Judge/s.
- Crash Crew effect repairs as required.
- Hickstead/Hunter Trial Inspector/Technical Delegate and Organiser confer recommencement of competition.

Action after the Incident

- Fence judge and any witnesses to be transported to the Crisis Management Office and statements taken. The witnesses to be supervised by Organiser/Event Secretary and assisted as required through this process.
- CMT and Doctor Paramedic/Veterinarian liaise with appropriate/responsible persons regarding condition of rider and/or responsible persons/owners/representative regarding the appropriate transport of injured horse or disposal of deceased horse.
- Organiser/Event Secretary to provide the CMT with relevant rider/horse information i.e. entry details.
- Notify Police (If Required)
- Notify Pony Club WA
- CTM and Doctor to liaise with Paramedics and hospital regarding rider's condition.
- CTM and Doctor Paramedics to inform next of kin regarding rider's condition. (if known)
- Full de-brief CMT and Hickstead/Hunter Trial Inspector/Technical Delegate at end of day's competition.
- In consultation with Pony Club WA, prepare statement for general release.
- It is critical no information is released and then only the statement prepared by the Event Organiser/Secretary in conjunction with Pony Club WA once all affected people have been fully briefed.
- Pony Club WA will ask all unofficial Social Media posts to be removed until official statements have been released.

Document Templates

IMPORTANT PHONE NUMBERS AND CRISIS MANAGEMENT TEAM

Title	Name	Phone
Event Secretary/Organiser		
Hickstead/Hunter Trial Inspector/Technical Delegate		
Crisis Team Manager		
Doctor		
First Aid Officer		
Paramedic		
Veterinarian		
Jump Course Designer		
Photographer		
Horse Ambulance Driver		
Crash Crew (Screens)		
Deceased Horse Crew		
Lifting Machinery		
Radio Allocations		
Radio Channel General		
Radio Channel Go Too		

Briefing NOTES:

Medical to advised Hickstead/Hunter Trial Inspector/Technical Delegate of cases of concussion or suspected concussion, Person who guides ambulance to accident scene.

Horse Ambulance must be attached to vehicle with keys.

Demonstrate how to change Radio Channel

Only the nominated event official can issue a statement on any incident.

Report any instances of social media being used.

COMPULSORY MEDICAL INFORMATION

Medical Information is to be worn on left upper arm or upper left corner of rider bib.

CONTACT DETAILS			PERSONAL DETAILS
Next of Kin:			Name of usual Doctor:
Relationship:			Address:
Address:			
			Telephone
Telephone:			
Mobile:			RIDER INFORMATION
VEHICLE INFORMATION			Name:
Make:			Date of Birth:
Model:			Address:
Colour:			
Registration:			Telephone No:
			Mobile:
Previous Medical History	YES	NO	Comments
Head Injury			
Neck Injury			
Eye injury			
Diabetes			
Epilepsy			
Hypertension			
Asthma			
Heart Disease			
Lung Disease			
Other			
Have any Allergies?			
Do you wear Glasses?			
Do you Contact Lenses?			
Current Medications			
Please List			

MINOR ACCIDENT FORMS

MINOR FALLS REPORT FORMS (Please fill in both sides)	
(TO BE COMPLETED BY ALL JUMP JUDGES WHO WITNESS A FALL OF HORSE AND/OR RIDER AT OR NEAR THEIR JUMP)	
EVENT:	DATE:
JUMP JUDGE'S NAME:	
FENCE NUMBER/NAME:	CLASS:/Grade
SIGNED: JUMP JUDGE	PRINT NAME:
PHONE NUMBER:	
WHO FELL? (please circle)	RIDER HORSE & RIDER
RIDER NUMBER:	NAME: HORSE NAME:
(Organiser to make sure above information is complete before forwarding to Pony Club WA)	

WHAT APPEARED TO CAUSE THE FALL? (PLEASE CIRCLE ONE OR MORE)			
HORSE STOPPED	RUN OUT OR SWERVED	HIT FRONT LEGS	
LANDED ON OR IN JUMP HORSE SLIPPED		TRIPPED ON LANDING	
TAKE OFF TOO CLOSE	TAKE OFF TOO EARLY	RIDER LOST BALANCE	
WHAT WAS THE SPEED NEARING THE FENCE?		Too Fast / Fast / Medium / Slow	
ANY OTHER DETAILS (PLEASE USE BACK OF FORM IF NEEDED):			
FENCE TYPE. (IF NECESSARY, CIRCLE MORE THAN ONE OR USE BACK OF FORM)			
LOG	SIMPLE RAILS	PARALLEL RAILS (oxer)	TABLE
ARROWHEAD WALL	WATER	DITCH TRAKENER BRUSH	DROP
OTHER (Please Describe)			
IS IT A COMBINATION FENCE? YES/NO		HOW MANY ELEMENTS	
WHICH ELEMENT WAS THE FALL? PLEASE CIRCLE		A	B C D
SLOPE of FRONT FACE OF JUMP): UPRIGHT / MODERATE / MORE than 45⁰			

DID THE RIDER APPEAR TO BE INJURED? (please circle) YES / NO

DID RIDERS' HEAD/SHOULDERS CONTACT THE GROUND OR FENCE (Please Circle) YES / NO

WAS AN AMBULANCE REQUIRED TO ATTEND THE RIDER (Please Circle) YES / NO

NATURE OF INJURY:

WAS THE HORSE INJURED? YES / NO

VET REQUIRED? YES / NO

NATURE OF INJURY:

COMMENT BY Hickstead/Hunter Trial Inspector/Technical Delegate

Hickstead/Hunter Trial Inspector/Technical Delegate

SIGNATURE:

PRINT NAME:

ANY FURTHER COMMENTS:

PLEASE HAND THIS FORM TO THE PERSON COLLECTING THE JUMP SHEETS

Information Required in Officials Folders

GEAR CHECK

- List of competitors with starting times
- Gear Checking guidelines
- Copies of the relevant Gear Checking précis pages
- Club to have current copy of Gear Checking Manual available throughout the event
- Gear Checking Folder to include a “Gear Checking Report Form” to be completed and returned to Pony Club WA with results of your event.

MARSHALL

- All Marshalls require a list of competitors with start times.

JUDGES

- Dressage, Jump Judge all require a competitor list with competitors start times
- Hickstead/Hunter Trial Inspector/Technical Delegate is responsible for time keepers, scorers & jump judges

SCORERS

- List of all officials with phone numbers
- List of competitors
- Jumping Course maps.

TIME KEEPERS AND STARTERS

- List of competitors with start times
- Time recording forms (Time keepers)
- Timing equipment (check batteries)

JUMP JUDGE FOLDERS

- Minor accident forms.

INSTRUCTIONS FOR JUMP JUDGES.

- Diagrams of Multiple Obstacles
- Maps of jumping course Pencils
- Check on a regular basis that information in them is current instruction to Jump judges.
- See next point for further information.

Jumping Judges Information and Instruction

Organiser to include in each Jumping Judge's File.

Thanks for being a Judge

Record performance so it is clear to scorers,

INFORMATION IN FOLDER

- Score sheets
- Competitor list
- Instruction to jump judges Definition of Refusals - falls and circles etc.
- Minor accident forms (Must complete for any fall)
- Diagrams of multiple obstacles
- Course Maps.
- Report abusive language by competitors or helpers etc.
 - o **Must be reported in writing on the obstacle score sheet and communicated to the Hickstead/Hunter Trial Inspector/Technical Delegate ASAP.**
- Cruelty to Horse e.g. bit used as punishment, excessive use of whip maximum three at any time. If the horse is marked its excessive. Must not whip on the neck or use the whip over hand. (Write Notes) Dangerous riding excessive speed on Cross-country & time wasting on course COULD be considered dangerous riding. E.G. circles, walking or trotting after being in canter or gallop for most of course. Jumping from stationary position.
 - o **Any instances of possible dangerous riding must be reported in writing on the obstacle score sheet and communicated to the Hickstead/Hunter Trial Inspector/Technical Delegate ASAP.**
- Numbers and flags must be same position for all riders in each grade.
- Damage to obstacle call for repair crew.
- Control spectators near your jump, especially at the water.
- Note direction of the jump before and after yours. Make notes if you see anything odd e.g. Rider missing any jump or having numerous refusals.
- Do not leave until instructed.
- Make sure your jump is attended always.
- Please be at your jump 15 minutes before the first rider starts. Be available 30 minutes after scores have been posted in case of a protest
- Each jump has a RED flag on the right and WHITE on the left.
 - o **NOTE:** Some RED and WHITE flags could have Black stripes indicating alternative jump.

CLASS INDICATORS:

105cm Pink /Black Number	65cm Orange/Black Numbers
95cm Red/ Black Numbers	45cm Blue/ Black Numbers
80cm White /Black Numbers	30cm Green Lead line yellow

MARKING THE SCORE SHEET

- Print your name, Mobile phone number, Obstacle number and class on top of each sheet, starting a new sheet for each class. Number the sheets consecutively for the whole competition.
- As the Rider approaches fill in their number, NOT BEFORE. Let an official know if sheets are not being collected.

INSPECT YOUR JUMP

- Be aware of various tracks riders may take approaching your jump, obstacles with options.
- **Skinny jumps**, Judge position must be approved by CD or Hickstead/Hunter Trial Inspector/Technical Delegate

DEFINITION OF A CLEAR JUMP

- **Note:** A Horse will be considered to have cleared the fence when head, neck and both shoulders of the Horse pass between the extremities of the element or obstacles as flagged.

CLEARED JUMP

- Tick appropriate column.

FAULTS

- Refusal, Circles, Run-out & Falls **place a cross** in appropriate column (Definition in folder.)
- If you have any doubts write notes draw diagrams.

REFUSAL

- At obstacles or elements with height (exceeding 30cm). A horse is considered have refused if it stops in front of the obstacle to be jumped. (**cessation of movement**)
- At all other obstacles (i.e.30cm or less in height or a drop) a stop followed immediately by a standing jump is not however penalised, but if the halt is sustained or in any way prolonged, this constitutes a refusal. The horse may step sideways but if it steps back this is a refusal.
- After a refusal, if a competitor redoubles or changes their efforts without success, or if the horse is represented at the obstacle after stepping back and stops or steps back again, this is a second refusal; and so on.
- If a rider is having problems, ask them to move aside for any oncoming riders (Make sure the rider having problems doesn't immediately follow the oncoming horse.)

FALL OF RIDER AND HORSE

- **Penalty – ELIMINATION**
- A competitor is considered to have fallen when he/she is separated from the horse in such a way as to necessitate remounting or vaulting into the saddle.
- Protect the rider by stopping any oncoming riders. Call for assistance. Ask the rider if they can move but do not move them. Complete minor accident form. If ambulance is not needed at the scene, tell rider they must report to first aid. Particularly important if riding two horses.
- A horse is considered to have fallen when at the same time both its shoulder & quarters have touched either the ground or the obstacle and ground or when it is trapped in an

obstacle in such a way that it is unable, to proceed without assistance or is liable to injure itself. If the horse becomes trapped instruct, the rider to dismount and they will be penalised as for a fall and be eliminated. Stop oncoming riders and call for repair/crew & veterinarian if required.

RUNOUT

- A Horse is considered to have run out if, having been presented at an element or obstacle on the course, it avoids it in such a way that either the head, neck, either shoulder of the Horse **FAIL** to pass between the extremities of the element or obstacle as flagged.
- **Note:** A Horse will be considered to have cleared the fence when head, neck and both shoulders of the Horse pass between the extremities of the element or obstacles as flagged.
- A rider is permitted to change their mind as to where they jump an obstacle or element at any time, without penalty, including because of a mistake at a previous obstacle or element.

CIRCLES

- A horse is considered to have circled if, having been presented at an obstacle, it crosses the track (closes a circle) that it created before it jumped the obstacle or before it jumped the last element of a multiple obstacle.
- After a refusal, runout or circle a competitor is permitted to cross their original track (close a circle) without penalty to make another attempt and may also circle one or more times without penalty, until they again present their horse at the obstacle.
- At separately numbered obstacles, a competitor may circle between or around them without penalty provided they have not presented their horse at the second or subsequent obstacle.
- At an obstacle composed of several elements (A.B.C. etc) a horse will be penalized if it passes around any element or circles between elements at any time between first being presented at the obstacle and finally completing the last element.
- Obstacle flags with **black lines** indicate there is an option.

OBSTACLES COMPOSED OF SEVERAL ELEMENTS (Refer to 'Diagrams' in your folder)

- At an obstacle composed of several elements a competitor may refuse, run-out, and or circle only twice in all without incurring elimination.
- If the horse refuses, runs out or circles at any element, the rider is permitted to retake any elements already jumped, although they are liable to be penalised for any fault even if they have previously jumped an element successfully If after refusal, runout or circle the competitor wishes to pass through the flags in the wrong direction to retake an element, they may do so without penalty.

JUDGING A BOUNCE OBSTACLE

- At any obstacle where the distance between elements is **5 metres or less (i.e. a 'bounce')** when a horse has negotiated the first element without penalty, he will be deemed to have presented at the element – and similarly if the “bounce” is for example the second and third elements of a combination.
- Thus, if a rider 'changes their mind while negotiating the first element and for example, then goes a longer route, they will still be penalised 20 penalties for a run out.

UNAUTHORISED ASSISTANCE

- Any intervention by a third party, whether solicited or not, with the object of facilitating the task of the competitor or of helping their horse is considered unauthorised assistance and the competitor is liable to be eliminated.
- The Hickstead/Hunter Trial Inspector/Technical Delegate **will decide each case of unauthorised assistance.**
- A competitor after having knocked down a flag at an obstacle as a consequence of a run out, may ask the jump judge for the flag to be repositioned, but no time will be deducted.

VOLUNTARY DISMOUNTING

- Riders may dismount without incurring elimination to check on horse, adjust saddlery or equipment.

STOPPING AND STARTING COMPETITORS

- If for any reason you need to stop oncoming competitors because a rider or horse is in trouble at your jump, please call for assistance because it is extremely difficult for one person to control all the various circumstances involved.
- If you do have to stop a competitor, start the timer when the rider passes a bush, tree or point well before the jump and then wait for the Hickstead/Hunter Trial Inspector/Technical Delegate or the Chief XC judge to come and restart them. (USE phone or stopwatch to record the time the rider is stopped for.)

OVERTAKING

- Any competitor who is about to be overtaken by a following competitor must quickly clear the way. A competitor overtaking another competitor may only do so at a safe and suitable place.
- When the leading competitor is before an obstacle and about to be overtaken, they must follow the instruction of the official/jump judge. When the leading competitor is committed to jumping an obstacle, the following competitor may only jump that obstacle in such a way that it causes no danger or inconvenience to either party.

Conclusion of the Event

Provide copies of the following documents to the Hickstead/Hunter Trial Inspector/Technical Delegate

- Minor Falls Report Sheet
- Gear checking report forms
- Jump course analysis
- Master results Sheet (***Only if results are NOT listed on Ktrials***)

Forward the Following Documents to Pony Club WA within 7 days.

- Minor Falls Report Sheet
- Incident Report Forms
- Master results Sheet (***Only if results are NOT listed on Ktrials***)
- Levies Remittance Form
- Gear checking report Form

Email: sports@ponyclub.asn.au

**Post: Pony Club WA
303 Cathedral Ave
Brigadoon WA 6069**

Payment to Hickstead/Hunter Trial Inspectors or Technical Delegates are to be made by the club organising the competition.

<https://www.ponyclubwa.asn.au/coaches-and-officials/>

Hickstead and Hunter Trials Leader Board 2020

Classes	Grade	Age Group
1	95/105cm*	12 – 24 years*
2	80cm	11 – 24 years
3	65cm	8 – 24 years
4	30/45cm**	6 – 24 years**

**Please note: riders must be 13 years or older to enter up to and including 105cm Hunter Trials Classes.*

***Please note: riders must be 8 years or older to enter up to and including 30cm Hunter Trials Classes.*

CLUBS

- Event date applications must be forwarded to the Pony Club WA Office by the 1st May 2020 on the relevant form.
- The Leaderboard Coordinator has the right NOT to accept event date applications after this date.
- Events not registered as Sports Leaderboard events with Pony Club WA will not be included on the Sports Leaderboard.
- Each event must run in accordance with all current Pony Club WA Rules.
- Where possible, Clubs should run classes as per the Sports Leaderboard classifications.
- Where clubs are running more than one class per leaderboard level per day, only one set of points per leaderboard level will count. Clubs can advertise classes as Sports Leaderboard eligible, OR if not specified the Sports Leaderboard Coordinator will allocate points to a riders highest placing in that leaderboard level on the day (*this could mean that 2 riders receive the same amount of points for a leaderboard level at an event even though they competed in or placed different classes*).
- Age is at the 1st January 2020.
- All events must have Pony Club WA or EA Accredited Officials.
- The event must be open to all Pony Club WA Associate and Riding Members.
- Clubs must pay a \$2.50 levy on EVERY Pony Club WA Ordinary Riding Member & Associate Riding Member
- Clubs do not need to collect a \$2.50 levy for the open classes.
- Clubs to forward levies and full results to the Pony Club WA Office within 14 days of the event being held.
- Points will not be awarded until levies and results have been received.
- Clubs that register their event as a Sports Leaderboard Event do so acknowledging that they have read, understood and agree to the terms and conditions of the 2020 Sports Leaderboard series.

AWARDS & PRESENTATION

- Awards for the 2020 Sports Leaderboard will be presented at the 2020 Pony Club WA Awards Event
- Rugs to winners of each class
- Rosettes 1st to 6th (eventing, dressage, showjumping), 1st to 3rd (Hickstead Hunter Trials)
- Vouchers to all place getters in the eventing, dressage and showjumping Sports Leaderboards (*subject to sponsorship*)

Remittance for Pony Club WA Affiliated Club Hickstead and Hunter Trials Levies Organisers

Event Name	
Date	
Club	
Organiser	
Contact Numbers	
Contact Email	

Pony Club WA Hickstead and Hunter Trials Levies:

- Officials Development Levy \$2.50 per rider
- Leader Board Levy \$2.50 per rider

Officials Training Levies collected, fund training and development of Hickstead and Hunter Trials officials.

Information Required	Total
Number of Pony Club WA Riders in all Classes	
Number of Open Riders in all Classes	

Levies Required	Total
Officials Development Levy	@\$2.50 per rider
Hickstead and Hunter Trials Leader Board Levy	@\$2.50 per rider
Total Levies to be forwarded to Pony Club WA	

Please remit the levies within 7 days of your event.

The total levy amount may be deposited directly to the following account.

Name: Pony Club WA

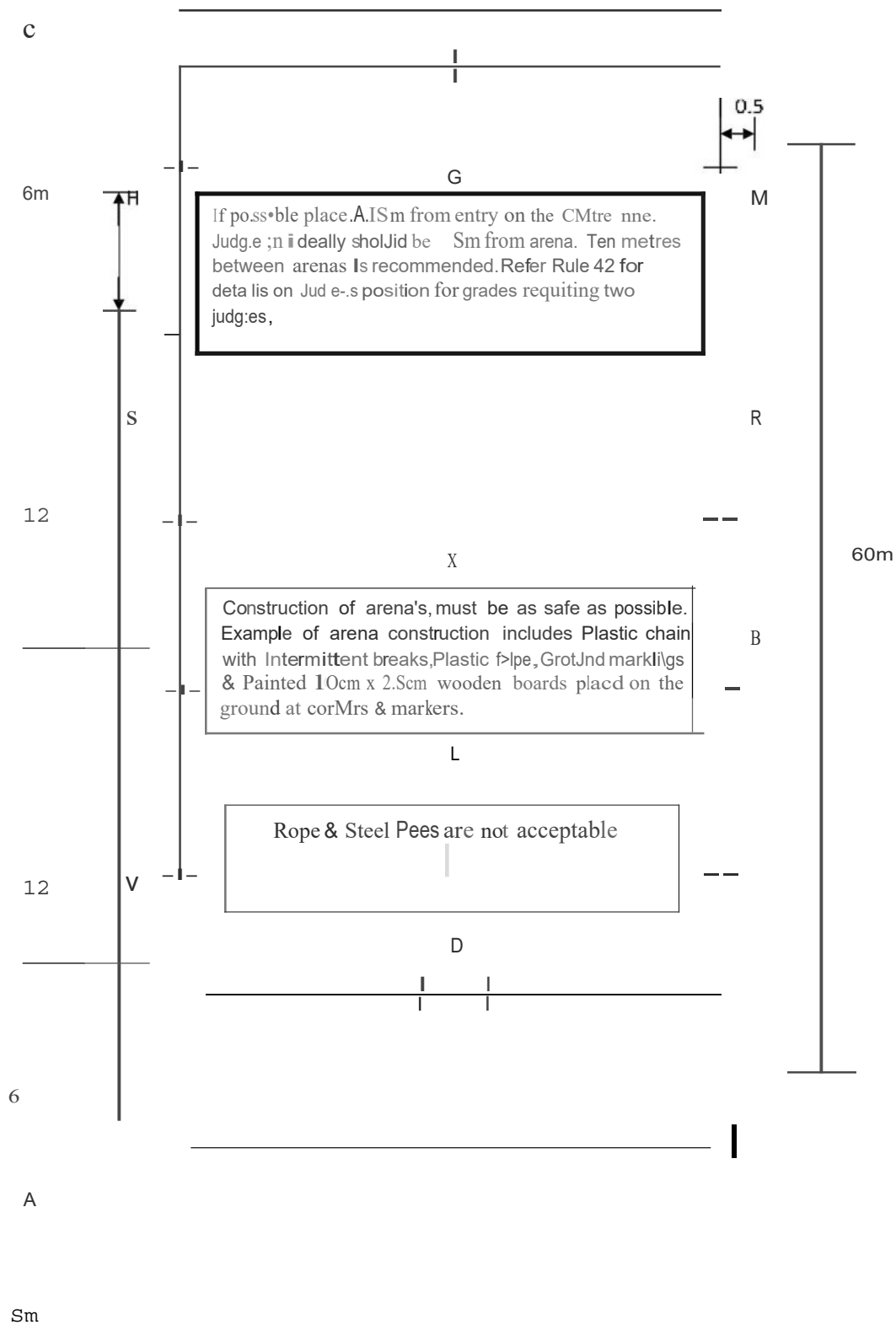
BSB: 633 000

Acct: 147906960

Reference: 'Your Club Name' HHTLevies

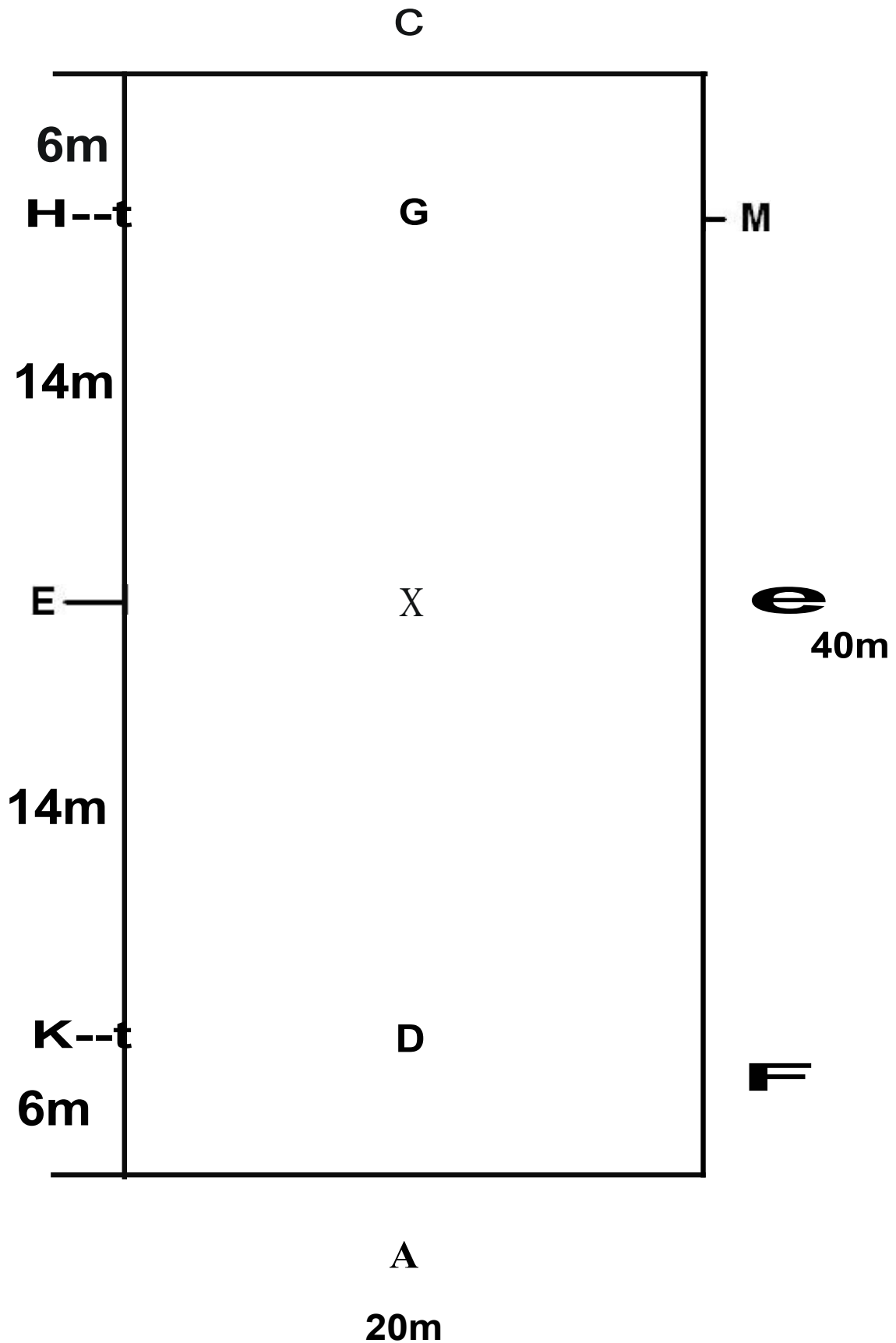
Full Size Dressage Arena

60m X 20m
20m

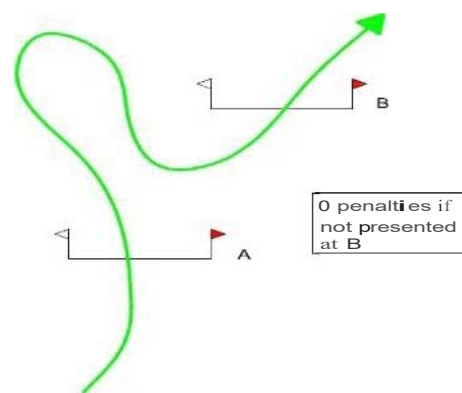
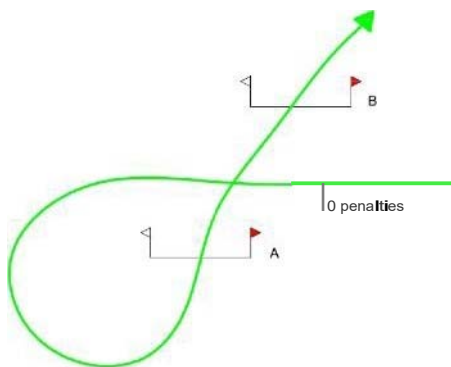
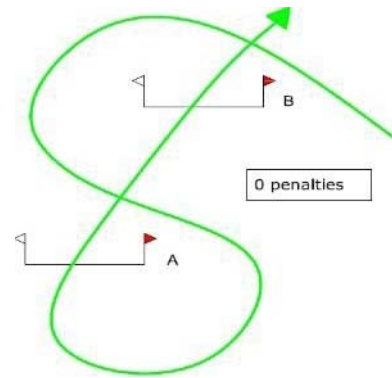
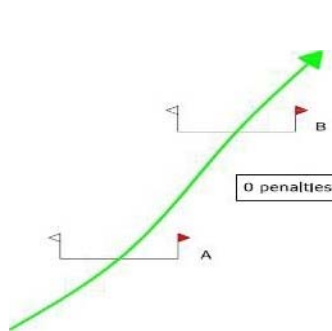


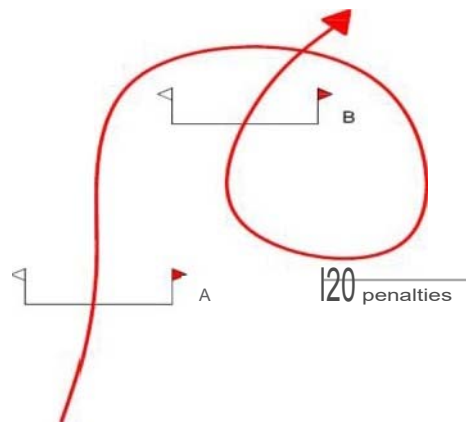
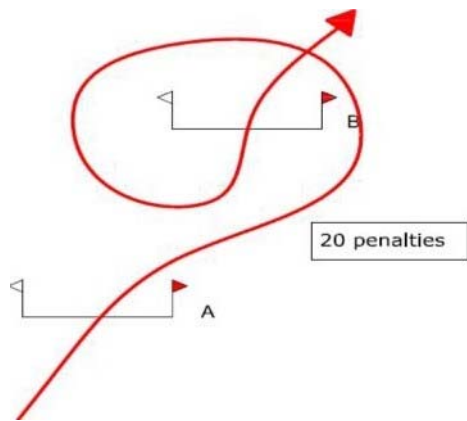
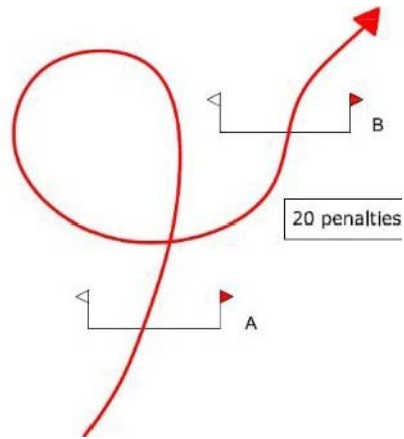
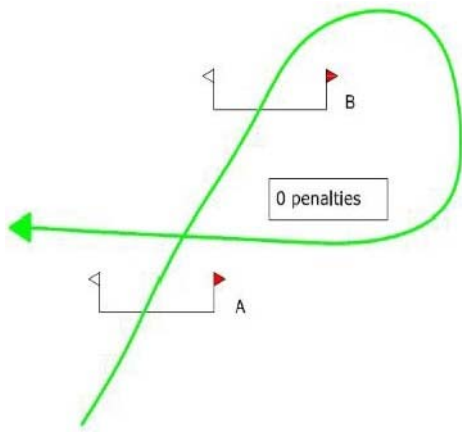
Dressage Arena

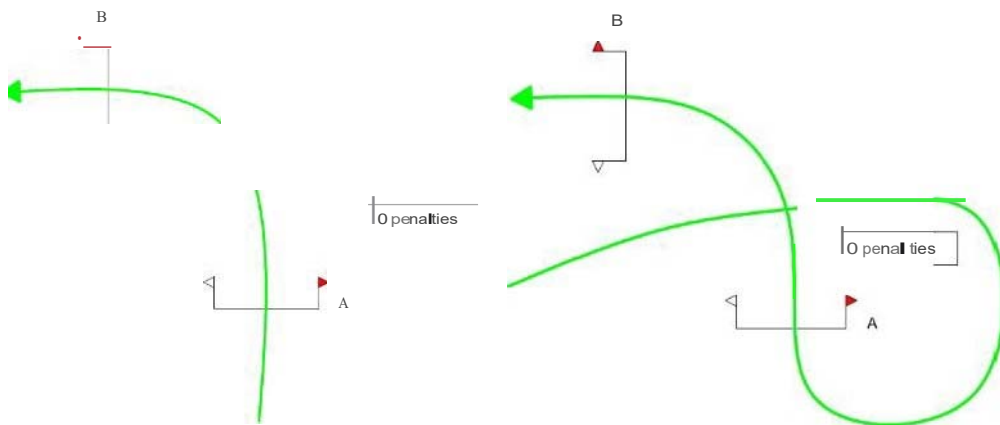
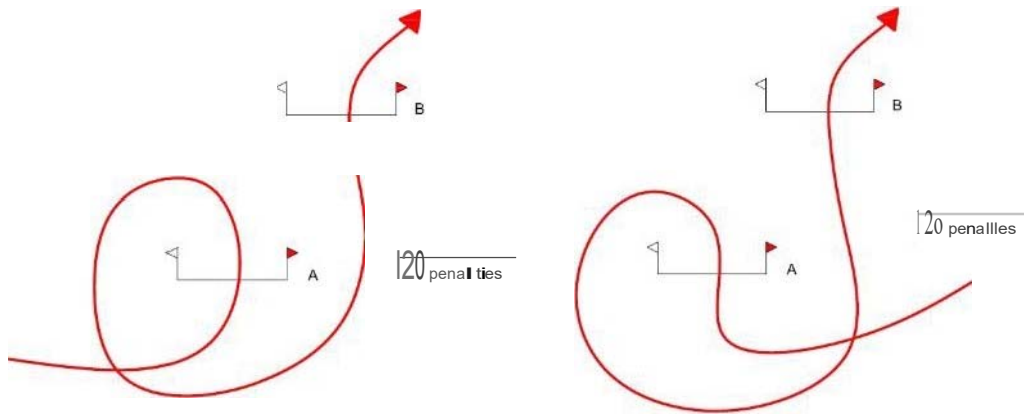
20m X 40m

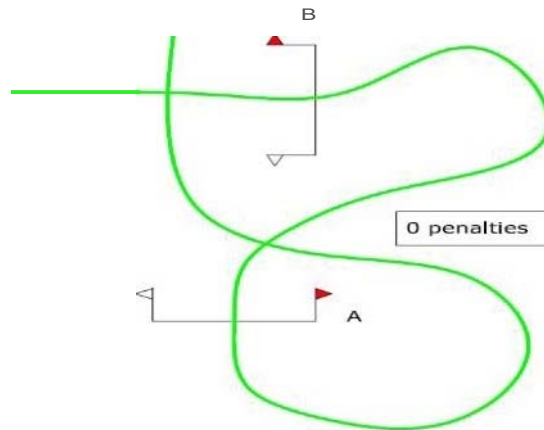
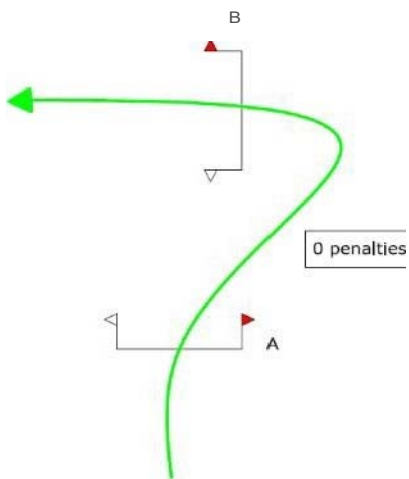
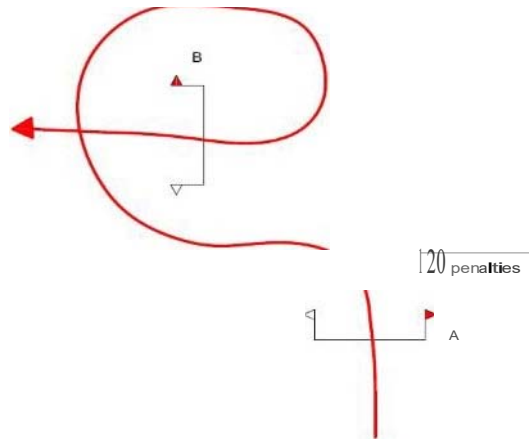
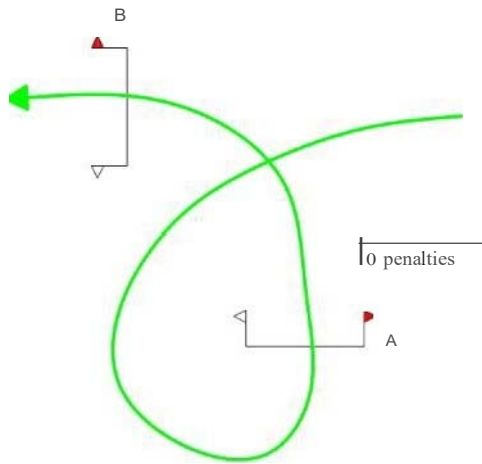


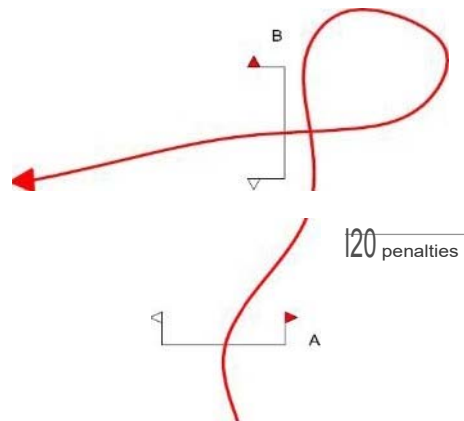
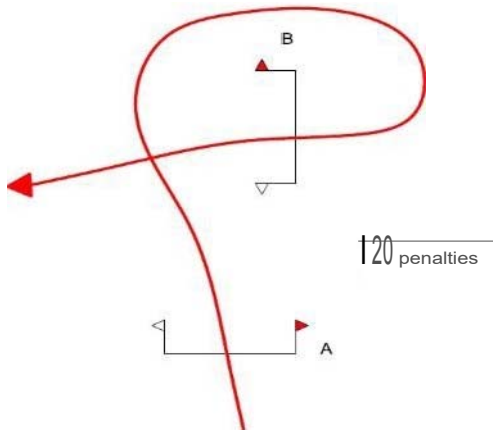
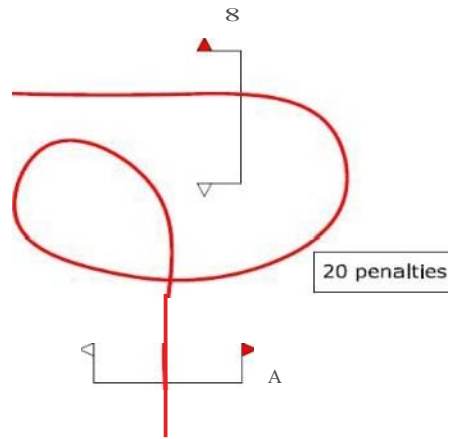
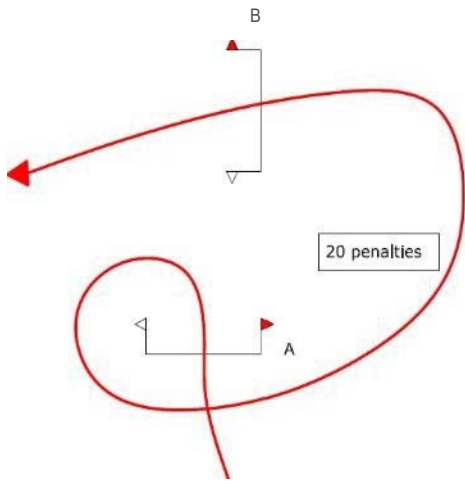
Diagrams of Cross Country Obstacles and Faults

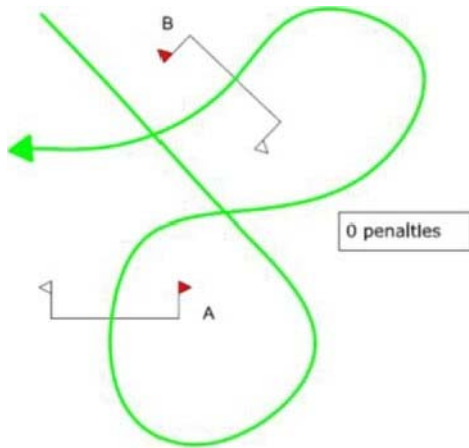
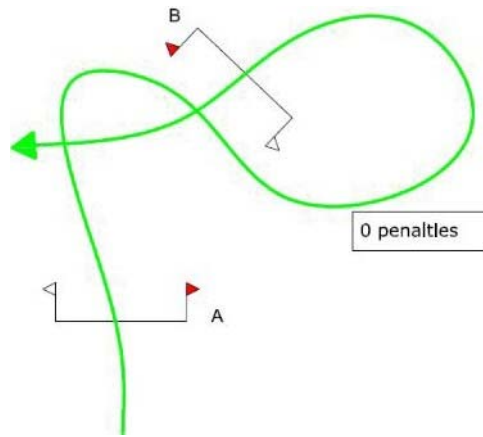
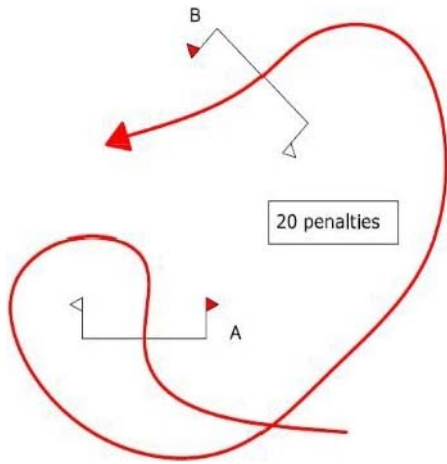












Suggested Dressage Tests

105cm	EA Novice 2A	Approx. 5.30 mins
	EA Novice 2B	Approx. 5.30 mins
	EA Novice 2C	Approx. 6.00 mins
	EA Eventing Test A CCNI* 2019	Approx 4.00 Min
	EA Eventing Test B CCNI* 2019	Approx 5.00 Min
95cm	EA Prelim 1B	Approx. 5.30 mins
	EA Prelim 1C	Approx. 5.30 mins
	EA Eventing Test A 95cm 2019	Approx 4.00 Min
	EA Eventing Test B 95cm 2019	Approx 4.00 Min
	EA Eventing Test A 95cm 2019	Approx 4.00 Min
80cm	EA Prelim 1A	Approx 5.00 Min
	EA Prelim 1B	Approx 5.30 Min
	EA Eventing Test A 80cm 2019	Approx 4.00 Min
	EA Eventing Test B 80cm 2019	Approx 4.00 Min
65cm	EA 1A	Approx. 5.00 mins
	EA 1B	Approx. 5.00 mins
45cm	EA 1A	Approx. 5.00 mins
30cm	EA 1A	Approx. 5.00 mins
	Prep Tests	Approx. 6.00 mins

Copies of these tests can be downloaded from the EA documents page.

www.equestrian.org.au