



WILLIAMSTOWN HORSE & PONY CLUB ('WHPC') AGISTMENT Paddock

Rules for maintaining a continuing agistment place at the paddock

1. GENERAL

- a. First and foremost, an agistment place at the WHPC paddock is a privilege for WHPC members. This privilege brings with it responsibilities and duties. Membership of the paddock is a large time commitment. In the following paragraphs are set out the expectations for continuing paddock membership for riding members. (NB: in cases of junior members their parents, guardians & adult supporters are responsible for ensuring that the expectations are met.)
- b. The Club's goal for the paddock is to encourage paddock members to be proactive with their horses and ponies and make full use of all of the benefits that the paddock provides. This in turn provides inspiration to the younger members and guidance for all of the members on the paddock waiting list.
- c. In cases of new paddock members; by accepting an offer of an agistment place, that member, their parents, guardians and adult supporters are deemed to have agreed to these rules. Continuing paddock members will be deemed to have accepted these rules by payment of their agistment fees.
- d. The committee of management will review at regular intervals each paddock member (including as the case may be - their adult supporters, parents, guardians) and will decide whether the expectations for continuing paddock membership are being met. If the committee considers that the expectations for paddock membership are not being met, the committee may ask that member to remove their horse from the paddock within 7 days of that member receiving notice.

2. Expectations of riders

- a. Paddock members are required to be active riders and actively participate in Rallies & Clinics. Paddock members MUST attend 8 rallies in a 12 month period. Of these 8 rallies, two may be half-day attendances with prior approval of the District Commissioner (DC). Attendance will only be given (and marked on the Club card) if members actively partake in the rally. Failure to meet these requirements will result, subject to para. 2 b., in the member having to remove their horse from the paddock within 7 days from the date of the fourth missed rally. Attendance rules are set out in Club By-Law 11.
- b. Under EXCEPTIONAL circumstances, a member can apply to the Committee in advance, for special consideration to grant an additional absence. This is a discretionary arrangement and only applies to absences which are not under the control of the member. Generally, they fall into one of the following categories: School/University commitment from which they cannot be excused, sickness, funerals, work commitments etc.
- c. Consideration is only given if the rider has exhausted 2 of their 3 absences, is an active and regular rider, is helpful within the whole Club and has documentation for the absence.
- d. If a paddock members' horse is sick or lame on the day of a Rally, then the member should attend the Rally in uniform and help out. This will give them Rally attendance. The DC should be informed prior to the rally to confirm the arrangements.



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- e. Rally attendance can also be granted if the rider is competing at an authorised Zone or State PCAV event on a Rally day. Again, approval must be confirmed with the DC.
- 3. Expectations of riders, adult supporters, parents & guardians (as the case may be)**

The preferred method of communication with paddock members is via email. Paddock members, their parents, guardians & adult supporters must:

 - a. Check their emails regularly and respond to requests for assistance with paddock matters in a timely and responsible fashion;
 - b. Ensure that they have a record of the current paddock member contact details so that they can communicate effectively on paddock matters;
 - c. Attend and actively participate in the paddock working bees. There are generally 4 working bees per year;
 - d. Pay their agistment fees in FULL by the 7th day of each new quarter. Agistment fees are paid in advance for the up-coming quarter. Agistment fees are not refundable;
 - e. Actively participate in herd hay feeding, including the rolling-out of round bales, being aware of the current roster and ensure that they communicate with the other members who are rostered on with them. If at any time a member cannot meet their responsibility for hay feeding, they must contact the Paddock Coordinator as soon as possible;
 - f. Collect manure from paddock, bag into used feed bags for fundraising purposes at regular intervals as advised by the paddock coordinator;
 - g. Actively participate in the harrowing roster;
 - h. Actively help out with the maintenance of Quarry Reserve club rooms and grounds.
- 4. Application of PCAV (Pony Club Association of Victoria) & WHPC rules and codes of conduct**

The safety of our members and the health and welfare of horses is of paramount concern to the WHPC. All activities conducted at the Agistment Paddock must be in accordance with PCAV & WHPC rules and codes of conduct. Activities at the Agistment Paddock should be conducted in a courteous responsible manner. Each member must ensure their horse/pony is appropriately cared for.
- 5. Health rules for horses attending WHPC Agistment Paddock**
 - a. Owners of horses/ponies that are coming into the WHPC Agistment Paddock permanently or on trial, pending purchase, must provide a written veterinary health check certificate which includes the worming and vaccination status of the horse/pony and which States that the Vet has examined the horse/pony, within 5 days prior to the horse arriving at the WHPC Agistment Paddock, and to the best of the Vet's knowledge the horse/pony was in good health, free of infectious diseases at the time of the examination and has not had contact with horses/ponies with infectious diseases within the 5 days prior to coming to the WHPC Agistment Paddock.
 - b. Owners of visiting horses/ponies (overnighting before competitions/rallies or attending for farrier, dental or other like appointments) must ensure that their horse/pony, is to the best of their knowledge, free of infectious disease and has not had contact with horses/ponies with infectious diseases within the 5 days prior to visiting the WHPC Agistment Paddock.
 - c. The WHPC Paddock Agistment maintains a seasonal herd worming program. WHPC provides members with worming paste and annual tetanus/strangles injections (these costs are covered in your agistment fees). Members are responsible for the administration of the worming paste and vaccinations.
- 6. Use of Agistment Paddock, car park, float areas and pens**
 - a. Horses/ponies must not be fed, mounted or ridden in the Agistment Paddock unless authorised by the Paddock Coordinator. Horses/ponies must never be ridden in the car park/float area.



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- b. Halters and lead ropes MUST be used when moving a horse/pony to and from the Agistment Paddock, pens, floats and riding paddock.
- c. Horses/ponies must be fed, tacked and untacked only in the secure pens. Horses/ponies are to be secured using baling twine. If the pens are full, use the sick pen, or the allocated tie up areas in the riding paddock or wait until the next pen is available.
- d. Horse manure must be picked-up from all communal areas, including the round-yard, riding paddock, feed pens, car park & float parking area
- e. All equipment including tack, grooming gear, feed buckets, etc.. must not be left lying around the communal areas. No feed should be poured out on the ground in the communal areas as it attracts vermin. All garbage must be taken home.

7. Use of Sick Pen & Paddock Hay

- a. The Sick Pen is for the priority use of sick or injured horses. The pen will be allocated on the basis of priority. The member must email the Paddock Coordinator and the Paddock Treasurer when the horse enters the Sick Pen. Hay feeding in the Sick Pen is charged at \$5.00 per day and will be charged to the member on Agistment invoice.
- b. Continuing residence in the Sick Pen beyond 1 week is subject to the agreement of the Committee. Where a chronic/long-term medical condition necessitates the horse/pony having to be housed in separate yards (as distinct from herd environment), owners of horses/ponies will need to source alternative accommodation for the horse/pony within timeline advised by the Committee.
- c. Owners are responsible for maintaining water levels and cleaning the Sick Pen on a daily basis and immediately after their horse vacates the Sick Pen. This includes removal of all horse manure daily and when the horse vacates the Sick Pen.
- d. Paddock hay is for herd feeding, horses/ponies in the Sick Pen and for rally days. It must NOT be used as bedding nor used to take to competitions, clinics etc. Purchase your own hay/straw for bedding or to take to competitions. Owners must supply straw/wood shavings bedding for the stable. The paddock hay is not to be used for this purpose.
- e. Do not move a horse/pony from the Sick Pen without owner's permission. When moving horses to and from the Sick Pen, advise fellow paddock members (via email) so that all are kept informed of occupancy of the Sick Pen.

8. Safety & Supervision

- a. Mounted riders under the age of 18 must be supervised at all times by a parent or appointed guardian.
- b. Mounting and dismounting must be done in the riding paddock;
A parent or guardian must be physically present and actively watching to supervise all riders when jumping;
- c. Jumping higher or wider than 90cm is not permitted.
- d. Before jumping, check the jumping area to ensure there are no obstacles or hazards. For the safety of riders, horses/ponies and good grounds maintenance, riders are advised not to jump when the ground is particularly hard, slippery or muddy.
- e. Accredited helmets must be worn at all times when riding. Riders are encouraged to wear protection vests while jumping and helmets when doing groundwork. Horses/ponies must be ridden in a bridle with PCAV approved bit at all times.
- f. Appropriate closed footwear should be worn when around horses/ponies.
- g. All riders are to ride courteously and safely in the riding area especially around younger or less experienced riders and horses/ponies.



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- h. When riding in the sand arena, pass other riders left hand to left hand. Riders must give way to others riding at a faster gait or doing lateral work and the slower rider should move to the inside circle.
- i. Advise the other paddock members of hazards in the agistment paddock and the riding area and remove the hazard immediately if possible.

9. Use of wash bay

- a. The wash bay is for washing only, not general grooming, nor feeding. Horses/ponies are to be secured using baling twine.
- b. Wind up hoses after use and remove all equipment from wash bay area;
- c. Pick-up after your horse /pony and remove any manure.

10. Floating

- a. Horses may be loaded/unloaded in the riding paddock. Horses may also be loaded/unloaded in the car park area provided the gates to Kororoit Creek Road are closed and the loading/unloading in the carpark does not impeded entry or exit to/from the riding area by other vehicles. Under no circumstances is a horse to be loaded/unloaded on Kororoit Creek Road.

11. Security of WHPC paddock and damage to infrastructure

- a. Gates on to Kororoit Creek Road and into the riding area are to be kept closed at all times. The last person leaving the Agistment Paddock must lock the padlock on the riding paddock gate and both padlocks on the main Kororoit Creek Road gate. Ensure that in locking the gates that entry is not denied to Mobil or AECOM.
- b. Any damage to infrastructure must be reported immediately to the Paddock Coordinator.
- c.

12. General

- a. Check water troughs daily and ensure the trough is clear of any dead birds or animals, garbage, advise other members immediately of any problems.
- b. Keep the port- aloo clean and fill bucket after use.
- c. If you notice rubbish lying about pick it up and take it home with you.
- d. Dogs in the riding area must be kept on a lead when there is more than one horse/pony being ridden in the riding area. Owners must pick up their dog's poo no matter where it is.
- e. Admittance to the WHPC Agistment Paddock is in the order of receipt of applications, subject to a veto right by the Committee of Management. Rights are not transferable. Applications for a place in the Agistment Paddock can only be received from current members, siblings of current members or members of any PCAV. Applications must be made in writing to the WHPC.

WHPC COMMITTEE MEMBERS

President	Lynette Hoare
Vice-President	Wendel Anderson
Secretary	Ann Ryan
WHPC Treasurer	Trish Murphy
Committee Members	Melinda Harvey & Amy Saica
District Commissioner	Sue Von Nagy
Agistment Paddock Coordinator	Lynette Hoare
Agistment Paddock Treasurer	Emmy Lau