



# *The Pony Club Association of N.S.W.*

Phone: (02) 42298977 Fax: (02) 42298966 Email: [admin@pcansw.org.au](mailto:admin@pcansw.org.au)  
Correspondence to: PO Box 2085 Wollongong NSW 2500

**PONY CLUB**  
NEW SOUTH WALES

## **TWENTY FIFTH ANNUAL STATE CAMP**

**Sunday 7<sup>th</sup> to Friday 12<sup>th</sup> January 2018**

**Sydney International Equestrian Centre, Horsley Park**

### **EVENTING APPLICATION FORM**

The Camp is open to Pony Club members who:

- 1) Are financial members for the 2018 year with all paperwork (Affiliation papers, Risk Warning) received at the state office before the 1<sup>st</sup> November 2017, hard copy affiliations only no Myclub affiliations;
- 2) Will be aged 15 to 24 years inclusive on the first day; (Excluding Mounted Games – riders aged 14 or 15 years as at the 1<sup>st</sup> of January.)
- 3) Have completed and passed their "C" certificate;
- 4) Are of State Championship standard in their chosen discipline;
- 5) Will be mounted on a suitable horse to maximise benefit from top instructors;
- 6) Are recommended by their Club and have satisfactory attendance at Pony Club instructional rally days (must have attended at least 3 rally days in the preceding 12 months, copy of attendance card to be included);
- 7) Are recommended by their Zone Chief Instructor as a worthy Pony Club member of sufficient standard;
- 8) All horses must be microchipped.
- 9) Riders may only attend State Camp a maximum of five (5) times.

#### **GENERAL INFORMATION**

- Camp members will be accommodated onsite at the Sydney International Equestrian Centre, Wallgrove Road Horsley Park. All members will be accommodated in twin share rooms and members of the opposite gender will not be permitted in these rooms. Any persons found breaking this rule will be sent home. Members must provide their own sheets, blankets, towels, pillows and pillowcases. All meals, morning and afternoon teas will be provided.
- Horses will be accommodated and riding instruction will take place at SIEC. Covered stabling and a covered arena are available in addition to extensive outdoor areas, cross country course etc. Members are to provide their horses' water bucket and feed as to not disrupt feeding patterns. Stable bedding is provided. There will be lectures on some evenings.
- Members who are proficient in more than one discipline may apply for a maximum of two (2) disciplines only, and/or on two different horses ON SEPARATE FORMS but must state their order of preference, as only one horse and discipline combination can be allowed.
- ANY RIDER WHO ATTENDS THE CAMP ON A HORSE OTHER THAN THE HORSE ACCEPTED WILL FORFEIT HIS/HER PLACE IN CAMP AND THE NEXT AVAILABLE RESERVE WILL BE OFFERED THE PLACE
- ONLY USE THE FORMS PROVIDED IN YOUR APPLICATION. Note – places at Camp are eagerly sought and it is essential that the form should contain full details and be completed with care. Selection is based upon the information in the form.
- Refrigerators and air conditioners will not be permitted in cabins at any time during the Camp. Any such appliances found in cabins will be confiscated for the duration of the Camp. This and other offences against Camp Regulations (see also Rules and Camp Code of Conduct) could result in a rider being sent home.

#### **FEES**

\$250.00 per member (including GST) payable upon notification of acceptance. Please do not forward with application. This is a nominal fee. The Association meets all other expenses. Successful applicants who have not paid their \$250 entry fee to the Association by the due date (**Friday 1<sup>st</sup> December 2017**) will forfeit their place in camp and the reserve rider will be notified immediately.

#### **RULES**

1. All Pony Club NSW rules apply. All applicants (and a parent or guardian if the applicant is under 18 years) MUST sign the agreement in their application/s to observe all Camp Rules and Code of Conduct at all times while at Camp. Signing the agreement is a condition of acceptance of all applications – unsigned applications will NOT be considered in the selection process.
2. Camp members are expected to arrive at the Sydney International Equestrian Centre between 2pm and 6pm on Sunday 7<sup>th</sup> January. Instruction will commence on Monday morning and finish on Thursday afternoon. Camp will break after breakfast on Friday 12<sup>th</sup> January.

3. Camp members are to be in appropriate (Club, Zone, State Camp or Championship) uniform at all times when under instruction (approved helmet ASANZ3838, ASTM F1163 or EN1384/VG1, approved boots with or without gaiters, fawn Jodhpur and Club, Zone or State Camp or Championship polo/ long sleeved shirts with ties). At all other times members are to be tidily dressed.
4. Members will not be permitted to drink alcohol or smoke during the camp. Mobile phones cause a major problem at camp therefore the use of mobile phones will be restricted to 5.30pm-6.00pm each evening. It would be preferred if mobile phones were not brought to camp at all.
5. Members will not be permitted to drive any motor vehicle during the Camp. Members will not be permitted to leave the Camp for any reason without prior approval.
6. Members are expected to strive hard during instruction and lectures, to enjoy the fellowship with other members and to conduct themselves appropriately at all times during the Camp period (see 2 above).
7. Camp members are responsible for the care and cleanliness of their horses, tack and stables. All members must agree to observe all PCANSW and SIEC rules on dress (especially footwear) and behaviour whenever in the Stable Precinct. Breezeways in the Stable Block must be kept clean and clear of obstructions at all times.
8. All members are subject to the control of Camp officials, whose decisions shall be final, for the duration of the Camp period.
9. Parents are not permitted to attend Camp between Sunday 6pm and Friday morning.
10. The only jewellery permitted to be worn by riders when mounted are studs in the ears and wristwatches (medical alerts are permitted). Rings, if worn, must be taped.
11. Any breach of the above rules may lead to immediate expulsion from the Camp.
12. Riders must arrange to be financial members of the Association for the 2018 year with their club when submitting camp applications, before the 1st November 2017 (hard copy affiliations only, no Myclub affiliations).
13. All horses attending State Camp must be microchipped. The Association will be checking microchip numbers to confirm horse identification at camp. Horses must be fit, healthy and well shod, as they will be subjected to 4 days of high level instruction.

The Association reserves the right to reject any application and no explanation will be given.

**Applications close at Pony Club Association Office at 5pm 1<sup>st</sup> November 2017.**

Please forward applications to:

**The Pony Club Association of NSW**

**PO Box 2085**

**WOLLONGONG NSW 2500**

**Please complete the following forms and forward to the State Office:**

- 2018 State Camp Application Form**
- Horse Identification Form** - To include all appropriate signatures.
- State Camp Merchandise Order Form**
- Performances of nominated horse/rider combination Form** - Members may only apply for two disciplines and/or on two different horses ON COMPLETELY SEPARATE APPLICATION FORMS, but must state their preference, as only one discipline/one horse can be allowed.
- Verification of details Form** - To include all appropriate signatures, including the signed agreement to observe and comply with all Camp Rules, the Code of Conduct, and the PCANSW Member Protection Policy.
- Riders must arrange to be financial members of the Association for the 2018 year.** You must ensure that you have paid your club and completed a risk warning and that your club has sent in your membership and risk warning to the office.

**PCANSW MEMBER PROTECTION and CODE OF CONDUCT FOR ALL CAMP  
RIDERS AND MEMBERS**

**Pony Club NSW (PCANSW) is affiliated with Pony Club Australia (PCA) and is a signatory to, and has adopted in full, the PCA Member Protection Policy as amended (see [pcansw.org.au/policies](http://pcansw.org.au/policies)). State Camp is an annual event where 75 riders ranging in age from 15 to 24 years reside together for almost a full week. PCANSW policy has always excluded parents from attendance during the Camp period to prevent outside distractions during instruction and other Camp activities. As a result, responsibility for the care and welfare of all riders at Camp is assumed by the Camp officials, who are mainly members of the PCANSW Executive. This is a very serious responsibility, which requires the utmost cooperation of all persons attending State Camp. Every applicant for State Camp MUST sign the agreement to observe and comply with the Member Protection Policy through their compliance with the Camp Rules and Code of Conduct outlined on this application form (see below). Applicants are also advised to read the relevant sections of the Member Protection Policy, especially those on Victimisation, Harassment and Bullying in any and every form, as these will be considered as serious breaches of the Member Protection Policy. ANY such breaches will be dealt with under the processes and procedures outlined in the Member Protection Policy.**

**PCANSW also has Policies on its Code of Conduct and on Managing Breaches of the Code of Conduct, which apply to All Pony Club activities, including State Camp. A summary of the Code of Conduct is outlined below.**

- 1) Follow all Pony Club rules, including gear rules;
- 2) Never argue with an official and respect their decision;
- 3) Recognise that the officials and the Mounted Games coach are volunteers who give up their time to provide their services;
- 4) Treat everyone, including ALL other camp attendees, with the utmost respect;
- 5) Control your temper. Verbal abuse of officials and sledging other riders, deliberately distracting or provoking another rider, are completely unacceptable and not permitted behaviours at all times, in any Camp activity;
- 6) Work equally hard for yourself and /or your group. Your groups performance will benefit, and so will you;
- 7) Be a good sport. Applaud all good performances whether by your group or riders in other groups;
- 8) Treat all participants in your sport as you like to be treated;

- 9) Do not bully or take advantage of another rider;
- 10) Cooperate with your instructor, teammates and officials. Without them there would be no camp;
- 11) Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion;
- 12) Do not consume alcohol or drugs before, or during camp;
- 13) Thank the instructors and officials at the end of the session/day;
- 14) Respect the talent, potential and development of fellow riders;
- 15) Care for and respect the equipment provided at all times;
- 16) Adhere to all the Associations policies and procedures;
- 17) Do not be late to activities, being late is a show of disrespect to all the other people who you keep waiting;

I understand that in the event that there is a complaint against myself OR my child/ward if under 18 (cross out incorrect option) in relation to a possible breach of the Camp Rules, the Code of Conduct and the NSWPCA Member Protection Policy, I give permission for myself OR my child/ward if under 18 (cross out incorrect option) to be interviewed by an appointed panel of two (2) Camp officials who are members of the PCANSW Executive Committee as part of the investigation process under the PCANSW Member Protection Policy. I accept and agree that if a breach is found it will be dealt with under the processes and procedures of the PCANSW Member Protection Policy. The panel will report its findings to a meeting of those members of the Executive Committee officiating at the Camp and convened as soon as possible after the interview concludes. I /my child/ward if under 18 (cross out incorrect option) understand that a serious breach could mean immediate expulsion from the State Camp.

Name of Rider (if 18 or over): \_\_\_\_\_

Signature of Rider (if 18 or over): \_\_\_\_\_

Name of parent/guardian (if rider under 18): \_\_\_\_\_

Signature of parent/guardian (if rider under 18) \_\_\_\_\_

**2018 STATE CAMP APPLICATION FORM**  
**EVENTING**

FULL NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: Please provide all phone numbers so that we can contact you at any time:

Home: \_\_\_\_\_ Work: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Parents Work: \_\_\_\_\_ Fax: \_\_\_\_\_

AGE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

PONY CLUB: \_\_\_\_\_ ZONE: \_\_\_\_\_

NUMBER OF YEARS AS A PONY CLUB MEMBER: \_\_\_\_\_

NUMBER OF RALLY DAYS ATTENDED IN THE LAST 12 MONTHS: \_\_\_\_\_

*Please attached a signed copy of your attendance card*

ARE YOU A FINANCIAL MEMBER FOR THE 2017 YEAR WITH ALL PAPERWORK SUBMITTED TO YOUR CLUB AND THE ASSOCIATION? YES  NO

LIST ALL PROFICIENCY CERTIFICATES HELD: \_\_\_\_\_  
(All riders must hold a C Certificate. Please attach a photocopy to this application.)

OTHER CERTIFICATES HELD: \_\_\_\_\_  
(For example First Aid, NCAS etc.)

HORSE NOMINATED: \_\_\_\_\_

*Please indicate preference if more than one discipline is applied for.*  
*1<sup>st</sup> preference=* \_\_\_\_\_ *2<sup>nd</sup> preference=* \_\_\_\_\_

*Please indicate preference if more than one Horse is nominated.*  
*1<sup>st</sup> preference=* \_\_\_\_\_ *2<sup>nd</sup> preference=* \_\_\_\_\_

DO YOU HAVE ANY MEDICAL CONDITIONS OR ALLERGIES THAT WE SHOULD KNOW ABOUT? (Please circle) YES / NO

If yes, please provide details \_\_\_\_\_  
\_\_\_\_\_

WILL YOU NEED TO TAKE ANY MEDICATION WHILE AT CAMP? YES / NO (please circle) If yes, please give details

DO YOU REQUIRE REFRIGERATION FOR YOUR MEDICATION? YES / NO (please circle) If yes, please give details

\_\_\_\_\_



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## HORSE IDENTIFICATION FORM STATE CAMP

RIDERS NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

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

HORSE'S FULL NAME: \_\_\_\_\_

MICROCHIP NUMBER: \_\_\_\_\_

PROPERTY IDENTIFICATION CODE (PIC): \_\_\_\_\_

OWNERS NAME: \_\_\_\_\_ LEASED: YES/NO

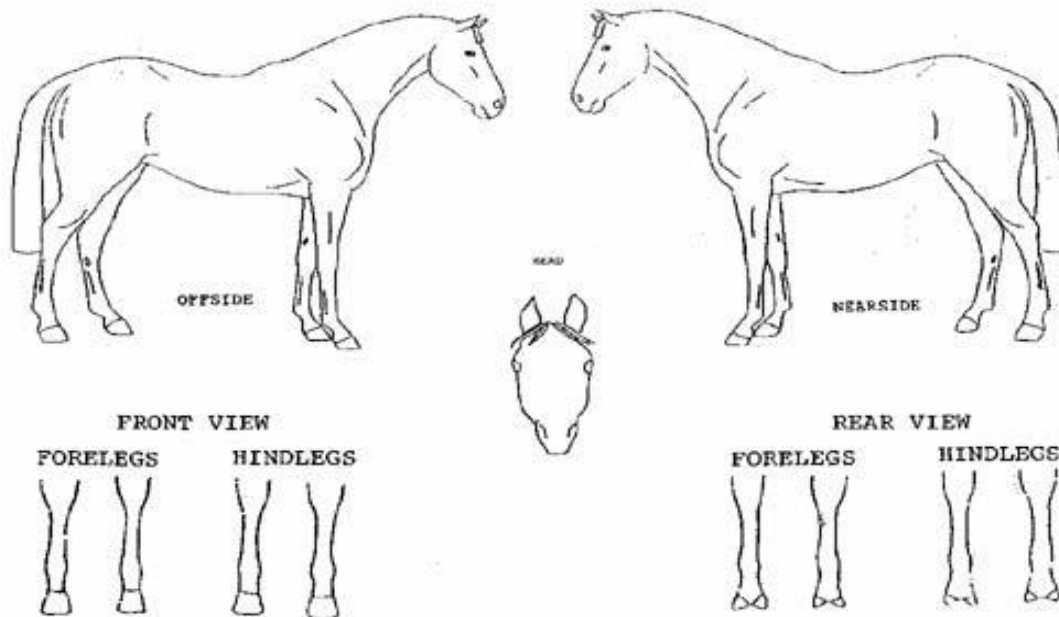
If not owned by rider or another member of riders club please provide a copy of the lease agreement

COLOUR: \_\_\_\_\_ HEIGHT: \_\_\_\_\_

SEX: \_\_\_\_\_ AGE: \_\_\_\_\_ BREED: \_\_\_\_\_

MARKINGS: \_\_\_\_\_

BRANDS: \_\_\_\_\_



I certify this to be the horse entered by the above riding member for the 2018 State Camp.

Signed: \_\_\_\_\_ (Zone Chief Instructor) Date: \_\_\_\_\_

Signed: \_\_\_\_\_ (rider if 18 years or over) Date: \_\_\_\_\_

Signed: \_\_\_\_\_ (parent/guardian if rider under 18) Date: \_\_\_\_\_



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## MERCHANDISE ORDER FORM

In order to ensure merchandise is ready in time for Camp, please fill out the order form below to indicate what size you would prefer if selected to attend. This shirt is only provided if you are selected.

Payment will only be processed upon selection.

### POLO SHIRTS

Description NSW PCA State polo shirt with the discipline printed on the front of the shirt and the year on the reverse.

Colour Sky Blue with navy trim

### POLO SHIRT (please tick size)

- |                          |                 |                |             |                  |
|--------------------------|-----------------|----------------|-------------|------------------|
| <input type="checkbox"/> | Childs Size 12  | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Childs Size 14  | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Childs Size 16  | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Adult Ladies 10 | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Adult Ladies 12 | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Adult Ladies 14 | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Adult Ladies 16 | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Adult Ladies 18 | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Men's Small     | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Men's Medium    | Quantity _____ | @ \$35 each | Total = \$ _____ |
| <input type="checkbox"/> | Men's Large     | Quantity _____ | @ \$35 each | Total = \$ _____ |

State Camp Entry fee total = \$250.00

Camp polo shirts ordered total = \$ \_\_\_\_\_

Total Payment amount total = \$ \_\_\_\_\_

### PAYMENT



by credit card (Master or Visa Only)



Fax this completed form to; 02 4229 8966, email [admin@pcansw.org.au](mailto:admin@pcansw.org.au) or post to; PO Box 2085, Wollongong NSW 2500

Card Holder Name: \_\_\_\_\_ Expiry Date: \_\_\_\_ / \_\_\_\_

Card Number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Verification No.: \_\_\_\_\_

**PERFORMANCES OF NOMINATED HORSE/RIDER COMBINATION FORM**  
**FOR THE DISCIPLINE OF EVENTING ONLY**

(15 Positions available at Camp)

**PARTICULARS OF NOMINATED HORSE:**

FULL NAME OF RIDER: \_\_\_\_\_

FULL NAME OF HORSE: \_\_\_\_\_

AGE: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ COLOUR: \_\_\_\_\_ SEX: \_\_\_\_\_

BRANDS, MARKINGS: \_\_\_\_\_

\_\_\_\_\_

Dressage: LEVEL YOU ARE CURRENTLY COMPETING AT ON THIS HORSE: \_\_\_\_\_

How long has the Applicant been riding the horse? \_\_\_\_\_

**PCA NSW STATE CHAMPIONSHIPS ATTENDED ON NOMINATED HORSE:**

\* Specify the test for Dressage.

YEAR	AGE GROUP	EVENT*	NO. IN EVENT	TEST	PLACE

**OTHER PONY CLUB PERFORMANCES OF HORSE/RIDER COMBINATION WITHIN LAST 2 YEARS ONLY:**

(i.e. ONLY outstanding results achieved at Zone level on nominated horse in nominated discipline)

DATE	VENUE	NAME OF EVENT	AGE GROUP / GRADE	NO. IN EVENT	PLACE



**NON-PONY CLUB RESULTS OF NOMINATED HORSE/RIDER COMBINATION WITHIN LAST 2 YEARS ONLY:**

(Give the five you consider your best achievements in the discipline applied for)

DATE	VENUE	NAME OF EVENT	AGE GROUP / GRADE	NO. IN EVENT	PLACE

Experience of rider with other horses (i.e. is this your first, second or third horse?):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Experience of horse with other riders (full details if any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PREVIOUS INSTRUCTIONAL SCHOOLS ATTENDED:**

DATE	INSTRUCTOR	VENUE	NO. DAYS	HORSE RIDDEN

**Checklist**

- Completed form for each discipline you are applying for
- Completed Horse ID for each horse that you are applying with
- Copy of your Pony Club Attendance Card
- Copy of your Proficiency Certificate
- All paperwork signed by the relevant authorised personnel
- Signed agreement to observe and abide by all Rules and the Code of Conduct outlined on p.3
- Merchandise order form and payment attached

ZCI Comments: \_\_\_\_\_

## VERIFICATION OF DETAILS FOR EVENTING APPLICATION

### APPLICANT

I, the above applicant, HEREBY CONFIRM that I have carefully read this Application Form including the requirements of the Applicant and the Rules and that I DECLARE that the information given by me is correct and that I shall comply with the rules.

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Applicant

### PARENT/GUARDIAN (IF APPLICANT UNDER 18 YEARS OF AGE)

I, a parent or guardian of the above applicant (if under age of 18 years) HEREBY CONFIRM that I have carefully read this Application Form including the requirements of the Applicant and the Rules and that I DECLARE that the information given by me (or my child) is correct and that I (or my child) shall comply with the rules.

I give permission for my child to lend or borrow other horses while at State Camp if necessary. I give permission for my child to be taken off the grounds if required. (For example in the past due to the possible heat in January we have taken participants to the pool.)

Signed: \_\_\_\_\_ Phone No: (H) \_\_\_\_\_  
Parent / Guardian (W) \_\_\_\_\_

### CLUB SECRETARY

I HEREBY CONFIRM that the above applicant is a financial and active member of \_\_\_\_\_ Pony Club and has attended at least three rally days in the preceding twelve months. The Club recommends the applicant as a suitable candidate for the State Camp and so far as I can be aware the information contained herein is true and correct.

Signed: \_\_\_\_\_ Phone No: \_\_\_\_\_  
Club Secretary

### ZONE CHIEF INSTRUCTOR

I HEREBY CONFIRM that the above applicant is known to me and that he/she is of State Championship standard upon the nominated horse in the discipline applied for. I also believe that he/she is a member worthy in all respects of the privilege of attending the camp and that as far I am aware the above information contained herein is true and correct.

Signed: \_\_\_\_\_ Phone No: \_\_\_\_\_  
Zone Chief Instructor

**ZONE CHIEF INSTRUCTORS ARE REQUESTED TO ATTACH A BRIEF SUMMARY OF THE APPLICANTS ABILITY**