



Thank you for submitting your application to join Clevedon Pony Club. Below is a summary of our membership policies, conditions and rules. This information can be found on our website: [www.clevedonponyclub.org.nz](http://www.clevedonponyclub.org.nz), and by applying to be a member you accept and agree to comply with these. Please also discuss these with any child(ren) under the age of 18 you are including in your application.

## Membership & Enrolment Policy

The proposed member and his/her family agree to follow by the rules laid down by the Constitution of the New Zealand Pony Club Association, the Fair Play Charter and the Rules of Clevedon Pony Club Incorporated:

- The Clevedon Pony Club committee will consider all applications, and their decision will be final.
- Members under 18 years of age must have a parent/caregiver join as an ADULT MEMBER
- Parents or caregivers of riders aged under 18 must agree to the conditions of membership outlined in Schedule A (attached). Riding members must be made aware of, and sign, the conditions attached in Schedule B (attached).
- All members must obey the Clevedon Pony Club Rules (attached) and the NZPCA Code of Conduct.
- Applications from people who have previously been a member of another pony club will be subject to receipt of a satisfactory letter of release from that pony club.
- Fees are payable prior to attendance at the fourth rally.

Enrolment Dates: From 1<sup>st</sup> September 2025

First Day of Rally: 6th September 2025, 10.00am (Welcome & Opening, unmounted)

First ridden rally: 12<sup>th</sup> September 2025, 9.30am

New Zealand Pony Club Association Rules, Code of Conduct and Fair Play Charter can be found at [www.nzpca.org.nz](http://www.nzpca.org.nz).

<b>2025/2026 - Membership Fees</b>	<b><u>Under 18</u></b>	<b><u>Over 18</u></b>
Clevedon Pony Club Membership	\$215.00	\$215.00
NZPCA Levies	\$55.00	\$55.00
Auckland Area Levies	\$25.00	\$25.00
NZ Champs Fee	\$10.00	\$10.00
<b>Membership fees 2025/26 (Rider over 18 Years)</b>	<b>\$305.00</b>	<b>\$305.00</b>
Adult Member (Rider under 18 years, 1 per family)	\$20.00	
<b>Membership fees 2025/26 (Rider under 18 years, 1 per family)</b>	<b>\$325.00</b>	

All under 18 year old members must have an adult join.

Please Note:. Rally attendance can only be counted if you are a paid-up financial member.

- **Fees must be paid in full prior to commencement of the rider's fourth rally.**

Fees can be paid online: Clevedon Pony Club **12-3031-0899614-00**

If you have any health issues/allergies that Pony Club should know about, please provide these details to the Health and Safety Officer.

Canteen: Is run at every rally. You can pay in advance and a card will be issued to keep track of spending. Payment can be paid to the above account, use name and canteen in reference.

## SCHEDULE A

### CONDITIONS OF MEMBERSHIP FOR PARENTS/CAREGIVERS OF RIDERS AGED UNDER 18 YEARS

Clevedon Pony Club relies on every member to participate in helping to run the activities and events which ensure the success of our Club, and taking responsibility for, and care of, the safety of themselves and others. To this end, you agree to the following:

- 1 I agree to uphold the values in the New Zealand Pony Club Association's General Regulations, Code of Conduct and Fair Play Charter, and Clevedon Pony Club's rules.
- 2 I agree to familiarise with CPC's Health & Safety signage, risk management plans and procedures, and to prioritise Health & Safety in all activities.
- 3 I agree to help at a minimum of 3 working bees (excluding rallies)
- 4 I agree to complete the dates and times in the working bee register and have the attendance signed off after each working bee by a committee member.
- 5 I agree to assist at a minimum of 3 fundraising events during the season **including the club's One Day Event on 6/7th February 2026.**
- 6 I agree to help at all rallies and events where my child is present. This includes setting up rings, poles, jumps, games equipment as required by the coach and helping with return of equipment to the shed at the conclusion of each rally/event.
- 7 If my child wishes to attend a rally, I agree to inform the Rally Co-ordinator via the NZPCA app, by the Sunday prior to rally so that they can book the correct number of coaches required at the rally.
- 8 I acknowledge that all members enter the grounds and participate in club activities at their own risk and acknowledge that the club accepts no liability for persons, livestock or property.
- 9 I agree that my child will wear an approved helmet compliant with current NZPCA standards at all times while riding, and a back protector compliant with current NZPCA standards while cross country jumping.
- 10 If I have a complaint, I will address this in the first instance to the President or Vice President.

**I agree to help and support Clevedon Pony Club by adhering to the conditions outlined above. I also agree to abide by the Clevedon Pony Club branch rules.**

## **SCHEDULE B**

### **CONDITIONS OF MEMBERSHIP FOR RIDERS**

1. I agree to wear an NZPCA-compliant, approved riding helmet at all times while riding.
2. I agree to wear a NZPCA-compliant, approved back protector while cross country jumping.
3. I agree to wear the correct Clevedon Pony Club uniform.
4. I agree to have my horse/pony and any riding tack clean and well presented for turnout at each rally.
5. I agree to be mounted and ready for roll call by 9.30am at each rally.
6. I agree to show respect and care for my pony, other riders and pony club coaches.
7. I agree to help when needed at working bees or rallies.
8. I agree to keep the grounds in a clean and tidy condition, including pick up and removal of my horse's droppings from the carpark, yards and roading areas.

# CLEVEDON PONY CLUB BRANCH RULES

**WE RUN UNDER THE NATIONAL GUIDELINES OF THE NEW ZEALAND PONY CLUB ASSOCIATION. ALL NZPCA RULES AND REGULATIONS ARE AVAILABLE ON THE NZPCA WEBSITE.**

**By completing Clevedon Pony Club's online registration process, you acknowledge that you have read and agree to adhere to Clevedon Pony Club's rules outlined below.**

**Supervision:** It is the sole responsibility of the parent to ensure junior riders have adequate supervision when riding on Pony Club Grounds on days other than rallies. There is to be absolutely no jumping without supervision.

**Rally Supervision :** All riding at rallies must be carried out under the supervision of an instructor or other authorised person. Parental assistance is always welcome and parents must stay on the grounds at all times except for riders 18 years and over. No one may ride in a reckless or dangerous manner and all riders must regard the safety of others at all times.

**Helmets:** Approved helmets **MUST BE WORN AT ALL TIMES** when riding on Pony Club grounds or on the road. Check the NZPCA website for approved safety standards and identification for helmets.

**Pony Club Uniform:** This is: approved helmet, jodhpur boots or long riding boots, jodhpurs and either a white shirt, green tie and Clevedon Pony Club jacket (Manukau District Pony Club uniform), or a Clevedon Pony Club long sleeved shirt. If Manukau District Pony Club uniform is worn your Pony Club Badge and certificate pin should be pinned to your tie knot.

**Interfering During Rallies:** Parents and riders may not interfere during any lesson being conducted by an instructor. Members who have any complaints, criticisms or suggestions are to be forwarded to the Secretary or Head Instructor in writing.

**Closed events:** You must have attended 3 ridden rallies to compete in our closed events. The rallies must have been on the mount you wish to compete on.

**Behaviour:** Bad language, excessive use of whips or spurs, or cruelty to horse/pony will not be tolerated under any circumstances.

**Representing Clevedon at District or Area level:** The rider must have completed the required rallies for their certificate level. Please check NZPCA rules for your level.

**Etiquette:** Members are expected to share facilities and amenities such as arenas and jumping areas. If you have booked private lessons, that does not entitle exclusive usage and you are expected to accommodate other members who wish to use facilities at the same time. If you require exclusive use of an area for lessons, you need to set up an area (not in

the grass arena) with equipment required and replace it afterwards. PC members take precedence over adult riders at all times.

**Use of equipment and arenas:** Within reason you should leave jumps in a similar formation (not necessarily the same height) as you found them with all poles lifted off the ground. If the dressage arenas are used, these must be left clean (all manure removed) and all equipment used must be removed from the arenas and stacked tidily behind the AMDG shed. Jumping on the arenas is permitted, but only to a maximum of 80cm. If any jumping takes place the arena must be harrowed afterwards.

**Footwear:** The wearing of gumboots or trainers is not permitted for riding at any pony club activity.

**Spurs:** Rowelled (sharp) spurs are not permitted.

**Kicking:** Any ponies or horses that kick or are likely to endanger other horses/riders must have a red ribbon tied to the tail.

**Unruly Horses:** All horses must be under control at all times. Owners of dangerous or unruly horses will be required to remove them.

**Stallions & Horses under 4 years:** are not permitted on Pony Club grounds during rally time or in the arena and enclosure at booked times.

**Reporting to your Instructor:** Report to your instructor before joining a ride if you are late. If you wish to leave early, do the same.

**Loose horses:** There are to be no loose horses on the grounds at any time. If a horse inadvertently becomes loose, follow the loose horse procedure on the clubroom wall.

**Cross Country:** When jumping cross country, riders must wear an approved back protector at all times.

**Parking:** All hay and manure must be removed and taken home with you.

**Show Jumps:** Show jumping poles must not be left on the ground after use.

**Health and Safety:** All members must read and familiarise with the CPC Hazard List and the policies and procedures contained within the Health and Safety manual. Members must adhere to all directives in briefings, signage and wall notices and share responsibility for the safety of themselves and other people using the grounds.

**Accidents and Incidents:** An accident report must be completed for any accident requiring first aid that occurs on the club grounds. All minor incidents must be recorded on an incident form (kept inside the clubroom office).

**Concussion:** If concussion is suspected, a rider must not be allowed to remount after a fall, irrespective of the wishes of their parents or coach. Any rider with a concussion or suspected concussion should be IMMEDIATELY REMOVED from participating in the activity and should not return until they are assessed medically. Any concussion injury, whether confirmed by a medical professional or suspected, must be recorded on an accident form (kept inside the clubroom office) and a Green Concussion Card given to the parent of the injured rider, or to the rider if over 18. NZPCA must be informed of the concussion or suspected concussion. A rider must not compete or participate in mounted Pony Club events or activities for a minimum of twenty-one days following a concussion, without a doctor's written clearance.

**Dogs:** All dogs must be on leash when there are horses on the grounds.

## Clevedon Pony Club Adult Riders Group

Clevedon Pony Club has an adult membership category known as “Clevedon Pony Club Adult Riders Group”. This membership is by invitation only and will be capped at 40 members this year. The membership period is 1 September 2025 to 31 May 2026.

This is not a group organised by Clevedon Pony Club. Members can organise themselves for lessons or group rides. CPC Adult Riders Group may be invited to participate in CPC events/sessions if appropriate. Only fully paid members are permitted to ride on the grounds under this category.

The total cost of membership under this category is \$200 per annum. The membership does not include an NZPCA membership unless the Adult is a parent of a current riding member, therefore Adult Riding members are not entitled to vote at meetings or hold office on the committee. All applications under this category will be reviewed by the committee at a committee meeting prior to acceptance.

If you have not paid the full amount via Nominate, please deposit full amount into Clevedon Pony Club's bank account: 12-3031-0899614-00

By applying to be a member of the club you agree that you will be bound by the Clevedon Pony Club Rules.

Please refer to website: [www.clevedonponyclub.org.nz](http://www.clevedonponyclub.org.nz)

### **Important rules/things to be aware of:**

- Helmets which meet the NZPCA standards are compulsory at all times when riding. They must have a yellow tag.
- Back Protectors which meet the NZPCA standards are compulsory when riding any Cross-Country obstacles.
- No jumping unless you have someone with you.
- Please do not ride on the grounds if they are closed for an event or due to ground conditions i.e., if you find them to be soft, please ride on hard surfaces only. Check the website for updates on grounds closures.
- If riding on the grounds, please do not take any dogs out on the ride with you.
- Please report any damage to the grounds or safety hazards to a committee member.
- Please use only the cushion ride arena on the left-hand side of AMDG building. If the arena has been recently harrowed, please check on AMDG website and CPC website in case it is required for a competition and cannot be ridden on. If pipe arenas are set up, please do not ride on the dressage arena.
- Your fee entitles you and up to 2 horses to use Clevedon Pony Club Facilities at any one time.
- Please remove all of your horses' droppings in the arena, yards and car parks.
- The gate combination must not be given to any other person. Please close the gate both coming into the grounds and leaving the grounds.
- Clevedon Pony Club will use the grounds for rallies and events throughout the year. The Adult Riders Group may not use the grounds during these times, unless they are entered into an event. Rallies are usually on a Saturday morning but may be at other times.
- CPC riding members have first priority to use the CPC yards at all times.
- All members are required to volunteer at least 2x working bees/events for approximately 12 hrs total per year.
- This facility is shared with many other non-equestrian users. Please be courteous at all times and share the space.



- Mistreatment of horses or bad behaviour to the public or other members will not be tolerated.
- Clevedon PC have the right to terminate membership to the Adult Riding Group if the rules are not adhered to or there is any breach of the rules, or a member's behaviour is deemed to be detrimental to the principals adhered to by the Clevedon Pony Club.