

Members Information Booklet



Where Riders & Ponies Learn Together

Purpose:

To deliver enjoyable equestrian education within a safe club community aligning with best practice principles and club values.

CMPC Values:

At Corio & Moorabool Pony Club we are clear about what we believe and hold important. We take care that our intentions, words and behaviours align with our values.

Kindness- We are friendly, generous and considerate. We advocate for the wellbeing of members in our community.

Respect- We act in a way that shows we care for how our actions may impact others.

Connection- We join in friendship and community. We inspire each other with encouragement, club spirit and hope.

Belonging- We welcome, accept and include all people as important, valued members of the community.

Contribution- We actively participate within the club community by assisting and supporting the club.

Integrity- We are honest, responsible and fair. We are committed and consistent in adhering to our club values.

About Our Club

Corio & Moorabool Pony Club (CMPC) are part of Barwon Zone which is a member of Pony Club Victoria (PCV).

We are located at Elcho Park Equestrian Centre in Lara; the Centre is 30 hectares in size and has been ideally set up for horse riding. Our facilities include eight permanent surfaced dressage arenas, two sand show-jumping arenas, fenced areas, a cross country course which caters for Grade 6 to Grade 1 and 100+ horse yards.

We are also lucky to have wonderful club rooms with full amenities including toilets & showers and a commercial kitchen.

We pride ourselves on being a family orientated club that focuses on encouraging young people to ride and care for ponies and horses. We aim to promote the highest ideals of sportsmanship, citizenship and loyalty whilst encouraging friendship.

Our Pony Club caters for all levels of experience. Whether you are just starting out, or have been riding for years, CMPC has something to offer you.

We cater for children as young as 3 years old riding on the lead right through to riders climbing up the grades representing the club at a state level.

Friday Fun Nights

As much as our members love riding together they also enjoy socialising without their ponies. To get to know each other and encourage friendships we host Friday Fun nights on occasions throughout the year. These are family friendly evenings and offer a variety of fun activities.

Camp

Most years CMPC hopes to organise a weekend camp for members and their ponies. These adventures have seen a range of activities including trail riding, taking the ponies for a dip in a dam, BBQ breakfasts and cooking marshmallows by the campfire.

End of Year Presentation

At the end of the year CMPC members enjoy an end of year presentation/celebration where awards are given out and members get together over a meal, maybe dancing and some fun.

We encourage you to check out our website and Facebook page for more information and browse through the many photos of our members having fun. If you join we also have a Facebook group.

<http://www.cmpc.org.au/>

<https://www.facebook.com/coriomooraboolponyclub>

Joining Our Club

Membership requirements

For our club to continue to run effectively and efficiently, we rely on each family to help out throughout the year. As an acceptance of membership, we require that each family assist with organising and running each of our events totalling 20 hrs per family. Assistance on the day of events is vital and we need each member to contribute.

Each year CMPC holds a number of events to raise funds for the club so there are plenty of opportunities to help out!

Most years our events consist of a Combined Training, Dressage competition and a Show but may differ year to year.

These events can at times see over 300 people visit our club in a single weekend so can only be a success with the help from all our members. From gardening to helping out in the canteen every little bit of help goes a long way in making the Corio & Moorabool Pony Club the success it is.

Funds raised benefit all of our members and are used to subsidise instructor's wages in order to keep our club fees affordable for families, to purchase equipment, improve our grounds and purchase trophies and medals awarded to the children at the end of the year presentation night among other things.

Working with children's check

Pony Club Australia has the requirement that any adult attending three or more rallies a year must obtain a Working with Children's check (WWCC) therefore we do require the WWC number/s on the application to join CMPC. WWC forms can be filled out online and then lodged at your local Australia post office. It is free for volunteers. See the following website for more information <http://www.workingwithchildren.vic.gov.au>

To Join

To join CMPC we ask that you attend a rally day as a Come & Try rider. This involves bringing the horse and rider for the day so you can experience a Pony Club rally firsthand prior to joining.

During the Come & Try day the rules and requirements for joining Pony Club are outlined in an induction. Then the horse and rider are assessed for ability and safety to establish if we have a group suitable to join, if you choose to join our club.

The cost of the Come & Try day is approx. \$50 which includes insurance for the day. If you choose to join, \$30 will be used to reduce your joining membership fee. If you would like to attend a rally as a Come & Try rider we ask that you complete a Come & Try Form from our website. This will register your interest and you will then be contacted by our membership coordinator and brought up to date with the current joining process.

[Come & Try Registration – Corio and Moorabool Pony Club \(cmopc.org.au\)](http://cmopc.org.au)

BEING A PART OF CMPC AND YOUR RESPONSIBILITIES

Every member shares the responsibility of getting the grounds and clubrooms ready for rally day and each family has a small job to do each rally day. We also have a roster for the canteen and setting up and packing up the arenas at the beginning and end of the day. When riders have show jumping there is another roster for parents to assist the instructor with picking up dropped poles and adjusting heights of the jumps. For the riders to get the most out of the lesson it is important that parents help the instructors.

During lessons we ask parents not to interfere with instruction.

If the instructor feels there is a problem that needs parent assistance, they will approach the parent and ask you to assist. If a parent is concerned with the lesson and it can't wait until the end of the lesson they may ask to approach the instructor for discussion. If the parent's concern is about the standard or level of instruction this is to be discussed with the DC of the club, not the instructor.

It is important that the pony you bring to Pony Club is in the best possible condition it can be in. The pony you bring to pony club should be:

- Up to date with Farrier and Dentist
- Well fed
- Wearing correctly fitted tack
- A fit and healthy pony.

For a pony to be ridden in all lessons at pony club, they need to be fit. This means the pony should be worked around 3 times a week, practicing skills needed for pony club and/or competitions. Working ponies between rallies is essential to keep the pony's fitness levels up and to ensure that the rider continues to improve.

Ponies and Horses are very clever and can easily learn unpleasant behaviours. A regularly ridden pony will have a much better understanding of what is being asked of them and this will decrease the likelihood of those unpleasant behaviours.

It is important to remember that ponies are possibly 10 times heavier and stronger than the rider and therefore need to be worked regularly so that they understand what is expected of them. Without this, they can become confused, pushy and dangerous. This may result in them being deemed unsuitable for Pony Club.

If a combination of pony and rider do not have control they are not suitable for pony club. Instructors and Pony Club can do some work but there needs to be commitment from the rider and their family as well.

If a rider hopes to compete, CMPC recommends having additional lessons to extend what they are learning at pony club. Having private or group lessons with a private instructor also gives you an extra knowledgeable person you can turn to for further and more specific advice and to ask questions to. Pony Club offers group lessons under the Pony Club certificate structure which may not always cover everything that is required to compete successfully.

Rally Day

Rallies are held on the first Sunday of Each month from February – December.

Members will receive an email from the club secretary two-three weeks prior to the rally asking for a reply if you will or will not be attending the rally. This is essential for confirming instructors.

Rally plans, groups and other important information for rally day will be put up on our members Fb group and emailed to members.

On the day, members should arrive with their pony/horse with plenty of time to get ready.

Riders should tend to their ponies then attend muster at 8:45am in the clubrooms, at this time riders and families will sign in and hand in attendance cards (if current Pony Club members).

To share the workload, each family is given a job. This may be to assist with pack up and set up of the arenas for the day, along with SJ pole pick up during lessons and canteen duty. The roster can be found on our rally plan which is emailed out, posted on Fb and available on the notice board on Rally days.

The rally plan will outline what time lessons start, lunch time and details about each lesson e.g. which arena to meet in for the lesson and the instructor.

We encourage members to utilise the canteen for lunch as this is another fundraiser for the club. We provide a variety of delicious lunch choices along with snacks and drinks.

Lunch orders can be made via the online shop on the CMPC website and must be completed no later than the Tuesday before the rally to allow for our volunteers to go shopping.

You can order lunch here [Shop – Corio and Moorabool Pony Club \(cmopc.org.au\)](https://cmopc.org.au/shop)

CMPC have Eftpos facilities for extra purchases of drinks, chocolates etc on the day.

Gear Check is a requirement by Pony Club Victoria (PCV) to ensure that members are using safe, approved tack and uniform. Gear Check is done by our accredited gear checkers prior to commencing lessons. Gear check must be done for every horse ridden on the day and must be recorded with the horse's full competition name.

Attendance cards

When a rider joins Pony Club they are registered with PCV and receive an Attendance Card.

This card is updated at every rally they attend by the club Card Secretary. The card records the full competition name of the horse and is also updated with gradings and certificates the member has achieved.

The card needs to be handed in at muster each rally, there's a box next to the sign in sheet to put them in. If you are competing you'll need to collect your card at the end of the day. When competing you need to take your card with you to the event so the event organisers can confirm the rider and pony combination details and grading level. Each Horse must be registered with the club in order to have the Attendance Card completed correctly by the Card Secretary. It is important that riders identify their horse's full competition name at gear check or they may be marked incorrectly or absent on their attendance card.

Grading

For Pony Club events it is a requirement that rider/horse combinations are graded, alternately you can enter as Open (if available) and will be competing against other combinations not graded and possibly adults. Grading is done by the DC at rally. To be graded the combination must have attended 2 rallies. The grading may occur on the 2nd rally. If you wish to be graded, please email signed copies of the Grading Request Form to the DC **a week prior to rally**. The form can be found on page 3 of the Grading Guidelines on our website or via this link.

[Grading-guidelines-2022-Web.pdf \(ponyclubvic.org.au\)](https://ponyclubvic.org.au/Grading-guidelines-2022-Web.pdf)

Certificates

Pony club members are encouraged to complete a series of PCV Certificates as they progress through Pony Club. These are designed so that club members undertake studies in riding, horse handling and horse care. There are eight standards or levels of efficiency.

Once a club member has successfully completed a certificate, they are issued with a coloured certificate disc which is mounted behind a rider's PCAV badge. Information about each certificate is on the PCV website. There are 11 certificate levels. The club concentrates on the first 4 for the children to achieve through the rally lessons. The first 4 certificates are:

Test	Suggested Age	Certificate Colours
E Standard	under 7	Pale Blue
D Standard	7 years	Yellow
D* Standard	9 years	Lime Green
C Standard	12 years	Green

Uniform

Formal competition uniform

Tops

- CMPC blue polo shirt
- White shirt, PCV tie (burgundy/silver) and V neck royal blue jumper with cornblue trim.
- CMPC Soft Shell Jacket with PCV logo.

Jodhpurs

- White/beige or plain black or plain navy.

Horse

- CMPC woollen saddle pad or plain navy, royal blue or white saddle pad.

Rally Uniform

Tops

As per competition uniform PLUS

- CMPC Rugby jumper (not approved for comps)

Jodhpurs

- White/beige or plain black or plain navy.

Horse

- CMPC woolen saddle pad or plain navy, royal blue or white saddle pad.

CMPC beanies, caps and socks are also available.

For any uniform enquiries please contact **Anne Mitchell Ph: 0412 716 255**



*New members are not expected to have full uniform straight away- we allow three months to purchase uniform.

All riders wishing to ride on rally day (including Come and Try's) must always comply with safety regulations including correct and well fitted gear for the horse and wear riding boots, approved helmet, jodhpurs and a sleeved top (no singlets).

Full Pony club gear regulations can be found at <http://www.ponyclubvic.org.au>

Canteen Menu

Our canteen menu changes seasonally.

An example of some food on offer is:

Food

Hot Chips
Sausage Roll
Pie
Pasties
Steamed Dim Sims
Hot Dog
Salad Roll

Drinks

Bottle of Water
Cans of Drink
Juice box
Instant Coffee/Tea/Milo
Cappuccino packet coffee

Plus chocolates and baked goods as available



CMPC Committee

Our DC organises our rallies throughout the year.

This includes booking the instructors, special guests and arranging the groups and order of the lessons.

CMPC have a committee consisting of President, Vice Presidents, Secretary and Treasurer plus 7 general committee members and the DC is automatically on the committee as a general member, totalling 12. The committee meets once a month at the clubrooms.

The Annual General Meeting (AGM) is held during the April rally with committee positions held for 12 months. A card secretary is required for the updating of the members cards each month. There is no requirement that this is a committee member.

The committee ideally also like to have a canteen coordinator, membership coordinator, and committees for each of the upcoming events that the club is holding. All of these positions are run with guidance and support by the committee. There is no requirement for these positions to attend the committee meetings.

CMPC are part of Friends of Elcho Park (FOEP). This is a committee consisting of members of CMPC and Westcoast Adult Riding Club (WARC) that share Elcho Park grounds. FOEP meet every second month making decisions affecting both clubs such as grounds maintenance, plant & equipment purchases and liaising with council.

The 2022-2023 CMPC Committee

Position held	Name	Contact
President	Carli Bourke	pres@cmpc.org.au 0423 872 067
Vice President/Memberships	Bronwyn Cameron	members@cmpc.org.au
Secretary	Catherine Cuzzupe	sec@cmpc.org.au
Treasurer	Adrienne Curran	treas@cmpc.org.au 0413 486 282
District Commissioner	Kelly Kibbs	dc@cmpc.org.au 0408 584 419
Assistant DC	Gabrielle Ludinic	
General committee	Elyse Van Arkle	
	Zaehl Bellamy	
	Lisa Fry	
FOEP Committee Reps		Adrienne Curran (CMPC Life Member) Lynn Evans (CMPC Life Member) Chris Faulkner (CMPC Life Member)

Membership fees

Junior riders are members 16 years and under.

Associate riders are members 17 years and under 26 years at time of registration.

CMPC offers a sibling discount for second and subsequent riders in the same family.

New Membership Fees Jan – Dec 2022

	Junior member 1 st rider	2 nd rider Assoc/Junior
PCV & PCA membership/insurance	\$217.95	\$217.95
CMPC membership	\$200.00	\$170.00
Total	\$417.95	\$387.95

Fees are reviewed annually.

The Pony Club Vic fee includes 24/7 insurance for up to \$10,000,000 out of pocket expenses for medical injury and property damage as outlined below:

- | | |
|--|---|
| A. Personal Accident | – Injuries you sustain. |
| B. Public & Products Liability | – Property Damage & Personal Injury you cause to others. |
| C. Association Liability | – Cover for your Directors & Officers and office bearers. |
| D. Voluntary Workers Personal Accident | – Injuries sustained if you are a voluntary helper. |

Direct Deposit Details

Bank: Bendigo bank

BSB: 633 000

Account Number: 1600 38923

Account Name: Corio and Moorabool Pony Club

Reference: Fees and Rider/s surname.

As a courtesy once payment has been made can you please email the treasurer treas@cmipc.org.au to confirm payment has been received. Thank you.

Uniform Price List

DESCRIPTION	PRICE
Pony Club Badge	\$ 22
Name Badge	\$ 25
Tie (PCAV)	\$ 25
Saddle Blankets	\$90
Jumpers	8-16 \$70, 18-24 \$75
Polo Shirts (PCAV)	\$ 55
Soft Shell Jacket (PCAV)	\$ 95
CMPC Knitted Beanie (S & M)	\$ 15
CMPC Socks	\$ 15
CMPC Cap	\$ 20
CMPC Rally Rugby Jumper (not suitable for competition-rally & casual only)	Children's \$60 Adult's \$65

We aim to stock enough uniforms for purchase on rally days however if we are not able to cater for you on the day we will order the items required to have them available as soon as possible.

For any uniform enquiries please contact **Anne Mitchell Ph: 0412 716 255**

Frequently asked Questions:

1. Can I bring my dog to pony club rally or pony club events?

No, dogs are strictly prohibited on the grounds or in cars (except assistance dogs).

2. Can I bring an extra horse or companion horse to rally?

Companion horses are not allowed.

You can bring more than one horse to ride at rally if you are going to ride each of them in a lesson.

Horses not being ridden in a lesson are not allowed to be brought along to rally.

If you bring more than one horse to ride at rally, while one is being ridden the other/s must remain in a yard.

Exceptions can be made, please speak to the DC prior to rally.

3. Can other riders and horses ride at Elcho Park before and after rally.

Yes. CMPC has booked Elcho park on rally days from 8.00-4.00.

All horses not being ridden at rally must be off the grounds by 8.00am. Others can use the grounds after 4.00pm

4. If I suspect my horse is lame or sore, can I bring it to rally?

No, only fit and well horses are to be brought to rally.

If you are unsure about any situation, please speak to our DC or a member of our executive committee prior to rally for confirmation.

5. Is swapping of horses allowed?

Swapping horses within a lesson is not permitted.

Any requests to swap horses throughout the day will be navigated case by case and the decision will fall with the DC and assistant DC.