



Willow Tree Public School

Horse Sports Day

Friday 22 March 2019

7.45am – Start

GEAR CHECK TO BE COMPLETED BY TEAM MANAGERS AND OFFICIAL GEAR CHECKERS PRIOR TO THE FIRST EVENT AT 8am

It is essential team managers liaise with riders prior to the event to ensure gear checks are completed ready to commence official gear check at 7.45am

Teams **MUST** have a supervising teacher present and identified on the Team Entry Form. Schools may prefer to negotiate a shared supervising teacher who is responsible for students for a cluster of schools.

Team Managers and Supervising Teachers are to collect information packs and attend an induction at the office at **7.15am**

Venue – Quirindi Showground

Entry Fee - \$25.00 per rider

Ring Events

Horse Fit for Purpose class, Hack class, Riding class and Versatile Pony

Sporting Events

Barrels, Bending, Flags, 3 Mug Race & Keyhole

Entries are to be received by Monday 11 March 2019

Entries are to be returned to:

**Willow Tree Public School
Horse Sports Co-ordinator
46 Merriwa Road
Willow Tree NSW 2339**

For further information contact:
Michelle Wamsley - 0402 059484
Tracey Saunders - 0408 186 681

STRICTLY RUN UNDER PONY CLUB RULES – NO GAITORS!

Canteen facilities are available from 6.30am

We appreciate your support

If camping is required, it **MUST** be pre-arranged with Liverpool Plains Shire Council on 67461755 and the Willow Tree Horse Sports Committee must be advised on – 0402 059484 or 0408 186 681

Further confirmation of your school's attendance will be advised once all forms are received. Please note: if forms are not received by the due date, entries may **NOT** be accepted.

WILLOW TREE PUBLIC SCHOOL HORSE SPORTS

Friday 22 March 2019

Quirindi Showground

Conditions of Entry

- This event is a principal endorsed high risk activity. It has been verified by the NSW Department of Education WHS Directorate and all elements have been met. In addition a senior qualified horse sports representative has validated the procedures and the principal has endorsed the activity.
 - Only one team entry form per school will be accepted. For each school entry either, one school cheque or direct LMBR deposit per entry. Personal cheques will NOT be accepted.
 - **Students of Independent, Catholic and Private Schools please note:** Willow Tree Public School and the New South Wales Department of Education will not be responsible for any injury or damage incurred. Students not enrolled in a Department of Education school enters at their own risk and shall not hold Willow Tree Public School or the New South Wales Department of Education responsible and/or liable in the event of injury or damage.
 - Parents or Team Managers for private school students must check their own insurance with their individual Principals to ensure their team/child is/are adequately covered. This is to be the responsibility of the Team Manager for each school. Private schools are to provide a CERTIFICATE OF CURRENCY for their PUBLIC LIABILITY to Willow Tree Public School before any nominations will be accepted.
 - Any number of riders may be entered by each school. The maximum number of competitors will be 175. Entries will be accepted according to receipt date and schools will be advised of the acceptance of their entries via email.
 - In addition to the Team Entry Form, each rider is required to complete a Rider Entry Form, a Disclaimer and PSSA Medical Information Form and provide a Health Care Plan if applicable. A Horse Health Declaration form must also be completed and handed into the *main gate* prior to parking and unloading horses.
 - Entries for riders without completed and signed forms will not be accepted.
 - Schools are required to collate and check the forms and return by mail, along with one school entry fee payment payable to *Willow Tree Public School P&C*, by Monday 11 March 2019
- Mail to: Horse Sports Coordinator
 Willow Tree Public School
 42 Merriwa Road
 WILLOW TREE NSW 2339
- Department schools will be invoiced on acceptance of entries
- Entries will NOT be accepted by phone, fax or email
 - **Entry fees are non-refundable except in the event of (cancellation or postponement).** In the event of cancellation all supervising teachers will be advised via text message as early as possible and a notice will be placed on the event FACEBOOK page. For more information on cancellations please contact Michelle Wamsley 0402 059484 or Tracey Saunders 0408 186 681
 - Students must be enrolled in school to participate at our event.
 - The minimum age for riders is 8 years as at December 31st 2019.
 - Each school must provide at least two (2) workers other than the team manager to assist on the day.
 - If a worker is timing the event they must remain until the event has concluded. Schools will be notified via the Team Manager Information pack of helpers required for the sporting events. Rules and diagrams will also be provided in the sporting event packs to be collected from the office before the commencement of sporting events. Your assistance in ensuring your workers are available where designated is greatly appreciated and will help the day run smoothly.

WILLOW TREE PUBLIC SCHOOL HORSE SPORTS

Friday 22 March 2019

Quirindi Showground

General Rules and Regulations

- Any child found to be misbehaving or not following instructions of either the team managers or the Willow Tree Public School Horse Sports Committee will be asked to dismount and leave the grounds.
- The committee reserves the right to alter or change the program at any time without notice.
- Horses are NOT to be unloaded until the "Horse Health Declaration" form has been handed into attendants at the main gate.
- Team Managers & Supervising Teachers must attend an induction at **7.15am** at the office. Failure to do so will result in those riders not being able to participate
- Team Managers must ensure each rider's equipment is such that it will pass a Pony Club safety inspection or he/she will not be permitted to ride. Once Team Managers have completed a gear check they will issue riders with a green wrist band. Riders will then be required to have an official gear check before entering the ring where they will be issued with a yellow wristband. They must have wristbands visible or they will not be permitted to ride.
- The Team Manager and/or parent will assess and certify that horses are matched to the rider's ability and complete Horse Details - Horse Fit for Purpose Confirmation Form. The committee has the right to exclude any horse that is considered unsafe, exclude any rider that is not capable of riding safely or any horse and rider combination suitability is a concern.
- Parents and/or horse owners will unload horse from horse float/truck. The Team Manager will oversee the unloading and loading of horses on the day to ensure the safety of all concerned, including the wearing of helmets while working with the animals.
- Each school's Team Manager and Supervising Teacher is responsible for the supervision and behaviour of the competitors as well as getting them to the events. Should there be any queries during the day the Team Manager/Supervising Teacher will negotiate on behalf of the rider/school.
- Please ensure the office is notified of any scratching's on the day as early as possible. Scratching's can also be made prior to the day by calling Michelle Wamsley 0402 059484 or Tracey Saunders 0408 186 681
- Team Managers and Supervising Teachers are to instruct students to use adequate sun protection and to keep up the intake of fluids.
- Events will be run under the rules of the Pony Club Association of NSW
- A standards Australia certified helmet No-ASN 3838, EN 1384 or F1163 is essential. This must be securely fastened at all times.
- **NO** stallions are permitted onto the grounds
- One horse, one rider to apply
- No dogs are permitted on the grounds at any time during the horse sports day. If any dogs are found the pound officers will be notified.
- The judge's decision is final!
- Please ensure all non-competitors, parents; children remain outside the boundaries of all competition areas and remain in horse free zones.
- The age category of competitors is the age the rider will turn as at 31-12-2018
- Team Managers are to collect their schools' folder and attend induction at the office at 7.15am. Folders will include gear check wristbands as well as further information on the running of the day.
- **Any disputes to be lodged by the team manager in writing, within 15mins of the event ending. A fee of \$70 must accompany complaint, and will be forfeited if dispute is dismissed.**
- **All decisions of the disputes committee will be final. The committee reserves the right to alter, delete or vary any event on the day.**
- **No Gaitors are to be worn throughout the duration of the event!**
- There will be no finals and events will not wait for any late competitors
- Entry fees are NON-REFUNDABLE (unless advised in the school confirmation of non-attendance). In the event of cancellation due to weather etc, Team Managers will be advised by text message and a notice will be placed on the events Facebook Page.
- There will be a no smoking policy during the running of the event.

WILLOW TREE PUBLIC SCHOOL HORSE SPORTS
Friday 22 March 2019
Quirindi Showground
General Rules and Regulations continued

PLEASE NOTE: RIDING IS ONLY PERMITTED IN THE DESIGNATED ENCLOSED AREAS. ALL HORSES ARE TO WALK FROM FLOAT/TRUCKS TO MARSHALLING/WARM UP AREAS. HELMETS ARE TO BE WORN AT ALL TIMES WHILST RIDING AND ATTENDING TO HORSES. NO ONE IS PERMITTED TO COMPETE IN AN EVENT UNTIL THEY HAVE HAD A GEAR CHECK FROM THEIR TEAM MANAGER AND AN OFFICIAL GEAR CHECK BEFORE ENTERING THE RING. IF A SADDLE HAS BEEN REMOVED, REPLACED OR LOOSENED THROUGHOUT THE DAY, IT IS THE PARENTS/TEAM MANAGERS RESPONSIBILITY TO ENSURE ANOTHER GEAR CHECK HAS BEEN COMPLETED. PLEASE ENSURE GIRTHS HAVE EXTRA HOLES FOR TIGHTENING!

Students of Independent, Catholic & Private Schools Please Note:

Willow Tree Public School and the New South Wales Department of Education will not be responsible for any injury or damage incurred. Students not enrolled in a Department of Education school enter at their own risk and shall not hold Willow Tree Public School or the New South Wales Department of Education responsible and/or liable in the event of injury or damage.

Parents or Team Managers for private school students must check their own insurance with their individual Principals to ensure their team/child is/are adequately covered. This is to be the responsibility of the Team Manager for each school. Private schools are to provide a CERTIFICATE OF CURRENCY for their PUBLIC LIABILITY to Willow Tree Public School before any nominations will be accepted.

Point Score and Awards

Ribbons will be awarded up to 5th place. Point score is

1st - 5, 2nd - 4, 3rd - 3, 4th - 2, 5th - 1

Age Champion and Reserve Champions will be awarded at the completion of the day. Encouragement medallions will be awarded in each age group.

Trophies will be awarded to the Highest Scoring Small School (<52 students) Highest Scoring Primary School, Highest Scoring High School and Overall Highest Point Scoring School

The Champion school or schools will be the school with the highest accumulated point score from their top four (4) riders.

Groups will be divided into boys and girls in each age group. However, where there are less than three (3) children in any age group it is requested that children move up an age group to compete. In this instance the parent will be contacted and given this option or the opportunity to have their entry refunded if the child is withdrawn.

Uniform

The uniform will be fawn, bone or oatmeal jodhpurs or stockman cut trousers (no other colour will be accepted), approved Pony Club jodhpur boots (**NO HIGHTOP BOOTS**), safety helmet, school shirt, tie and jumper (optional). Any rider wearing blue jeans will not be allowed to compete. School sport shirts will be permitted for the sporting events ONLY.

Ring Events

Horse Fit for Purpose Class, Hack class, Versatile Pony, Riding class

Sporting Events

Barrel Race, 3 Mug Race, Bending, Flags & Keyhole

NSW ambulance will not be in attendance; however, John Lobsey of J.L Contracting will be operating at our venue.

Please note: Students with identified medical conditions will need to provide a health care plan for first aid purposes.



Willow Tree Public School
Horse Sports
Friday 22 March 2019
Quirindi Show Grounds

TEAM ENTRY FORM

- Please submit only one team entry per school – use a second page if required
- Please collate and check that all required forms are enclosed along with **one school cheque or notification of direct LMBR deposit** for payment of entry fees
- Please ensure that the Supervising Teacher and Team Manager's name and mobile contact is included for contact purposes

School:		Team Manager's Name:	
Principal:		Team Manager's Mobile:	
Supervising Teacher:		Teacher in Charge Mobile:	
School Phone:		Name Worker 1	
School Fax:		Name Worker 2	
School Email:			

			<i>Office Use Only</i>						
Rider Surname	Rider First Name	Age 31.12.19	Rider Entry	Media	Medical	Disclaimer	Horse Fit For Purpose	Entry Fee	signed

PRINCIPAL _____

Signed: _____

Date: _____

Team Entry and individual rider forms to be forwarded together to:

Horse Sports Co-ordinator
Willow Tree P&C Assoc.
46 Merriwa Road, WILLOW TREE NSW 2339

Entries close Monday 11 March 2019
Entries not completed correctly or received after this date will NOT be accepted



Willow Tree Public School Horse Sports

Friday 22 March 2019

RIDER ENTRY FORM - one entry form per rider

Student Name: _____ Gender: M / F

D.O.B _____ Age (as at 31/12/19) _____

School: _____

School Address: _____

School Ph: _____ Primary: Secondary: (Please indicate)

Email: _____

Name of adult responsible for rider on the day: _____

Phone/Mobile: _____

Principals Name : _____ Principals signature: _____

Entry Fee - \$25 per student - entries will be confirmed once nomination has been received. If paperwork is not completed correctly, entries will not be accepted.

NOTE: Team Manager/Parent. In signing the nomination form you are confirming that the student is a capable rider for these activities and will comply with guidelines that have been set by the Willow Tree Public School Horse Sports Committee. In the case of private school entries, you are confirming that you have checked that your students are covered for participation in horse sports events under your own school's insurance policy and your school has provided the Willow Tree Public School Horse Sports Committee with a copy of this. I confirm I have read and understood and agree to be bound by the rules of the event.

I do - I do not (*please circle*) agree for my child to be photographed during the horse sports day. I understand these photos may be published in various media forms for the purpose of promoting this event.

I give permission for my child _____ from _____ School, to participate in the Willow Tree Public School Horse Sports Day.

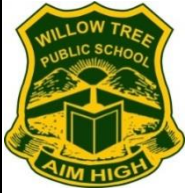
Parents please note there is no personal injury insurance cover provided by the NSW Department of Education and Communities for students in relation to school sporting activities or any other school activity. Parents and carers are advised to assess the level and extent of their child's involvement in the sport program offered by the school when deciding whether additional insurance cover, above that provided by *Medicare*, is provided.

The NSW supplementary Sporting Injuries Benefits Scheme, funded by the NSW Government, provides limited cover for serious injury resulting in permanent loss of a prescribed faculty or the use of some prescribed part of the body, further information can be obtained from www.sportinginjuries.com.au

I have read the medical disclaimer and to the best of my knowledge, _____ has no medical condition, physical disability or injury that would put him/her at risk in participating in the school sporting activities. I acknowledge that equestrian activities are dangerous and that accidents causing death, bodily injury, disability and property damage can and do happen. By signing hereunder I confirm having read and understood the contents of this permission note.

I confirm that my child is an experienced rider, the horse/rider combination is suitable and experienced as a team and can perform at a level appropriate to participate in the event.

Parent/Guardians Name: _____ Phone: _____



Willow Tree Public School Horse Sports

Friday 22 March 2019

Medical Information Form

Student Name: _____

Date of Birth: _____ Age as 31/12/19: _____

Name of School Attended: _____

Medicare Number: _____

Date of Last Tetanus Vaccination: _____

Do you contribute to the NSW Ambulance Scheme: Yes/No (please circle)

Parent/Guardian Details:

Name: _____ Contact No: _____

Address: _____

Family Doctor's Details:

Name: _____ Contact No: _____

Address: _____

Emergency Contact(s) details (nominated by the parent/guardian as alternate contact)

1. Name: _____ Contact: _____

2. Name: _____ Contact: _____

List existing medical conditions or illnesses (include asthma, diabetes, epilepsy, allergies etc)

Outline special dietary needs including possible reaction to inappropriate diet

Does this student require an individual health care plan, eg ASCIA/Asthma Plan?

Yes No

If yes, a current copy of the plan must be included with this entry form.

In the event of an accident or illness, I authorise the obtaining on my behalf such medical assistance as my child may require. I also authorise the administering of appropriate treatment/medication including the administering of anaesthetic if this is deemed necessary by the attending medical officer. I agree to pay all costs associated if an ambulance is called and medical assistance required.

Privacy advice

The information provided on___/___/2019 by _____ parent/guardian name, is being obtained for the purpose of ascertaining relevant medical information, requirements and other health care related needs about _____ (student name) who is currently enrolled at the named school and who many participate in school excursions, sporting activities or other educational or school activities conducted by or in conjunction with Willow Tree Public School.

It will be used by officers of the NSW Department of Education and Communities to assist planning, to support students, and to minimise risks when conduction school excursions, sporting or other school activities.

Other persons or agencies that may be proved with this information include, but are not limited to, volunteers and members of external organisations who join with the school or are otherwise involved in the planning or delivery of the excursion, sporting or other school activity; and persons that may be called upon to provide health care treatment or other assistance during or as a consequence of such excursions or activities.

Provision of this information is not required by law. However, a failure to provide the information may mean that your child can not participate in a particular excursion activity.

Provision of this information will significantly assist the school in planning a safer educational activity. It will be stored securely. If you have any concerns about provision of this information, please contact the school principal to discuss further.

You may correct any personal information provided at any time by contacting the office.

Signature

Date