

Tallebudgera Pony Club

Rules & Responsibilities of the Agistee

1. If an applicant accepts agistment, they agree to be bound by the following rules. The Management Committee may change these rules at any time. Notice of any change must be given in writing to all agistees.

Division 1 - Application for Agistment

2. The Applicant must be a financial TPC member. If the applicant is under 18 years of age all documentation is to be signed by Parent or Legal Guardian.
3. No horse is to be brought on to TPC grounds for agistment or trial without making an application on the approved form to the Agistment Officer.
4. Applications must be made to the Agistment Officer on the approved form with a supporting letter. The Agistment Officer will present the application, along with a recommendation, at the next meeting of the Management Committee.
5. Application form and supporting letter, Agistment Officers recommendation form and Committee decision will be filed for future reference.
6. Unless accepted, all applications for agistment expire at the end of the calendar year that the application is made.
 - a) Applicants may, by 31 March of the calendar year following the initial application, request that the agistment officer refresh their application from the previous year.
 - b) After 31 March of the calendar year following the initial application, a new application must be made.
7. If approved, agistment is granted to the applicant and is not transferable.
8. The agistment spot belongs to the agistee, not the horse. The agistee may swap horses with the approval of the Management Committee. Division 4 Paddock Allocation procedures will apply.
9. Approved applicants will be subject to a 2 month "Probation Period" from when the horse arrives on the grounds.

Division 2 - Factors to be considered in granting agistment

10. The Management Committee should consider the factors in this division in determining whether to grant agistment. However, these factors are a guide only, the Management Committee may make any decision it sees fit.
11. Age of the applicant - Preference should be given to younger children as they will have a longer future in pony club. Adults over the age of 26 should not be given agistment as they are no longer of pony club age.
12. Usefulness to the club - Preference should be given to applicants and families that assist extensively at pony club. If the applicant is a new member, they should indicate in their supporting letter what skills and assistance they will provide the club.
13. Suitability of the horse and rider combination - Agistment should not be given to an applicant whose horse is not suitable for their level of experience.
14. Suitability of the horse in a herd - Agistment could not be given to a horse that will cause unrest in the herd. Safety of riders and horses on TPC grounds is paramount, as such unrest in the herd should be avoided where there is a safety risk.

Division 3 - Ineligible Horses

15. Stallions, rigs, ponies under 13hh, wind-suckers, cribber's and aggressive horses cannot be granted agistment.

Division 4 - Paddock Allocation

16. Once the Management Committee has approved an agistment application, the horse must be kept in an isolation paddock for two weeks. The Agistment Officer will then allocate that horse to a paddock.
17. The Management Committee or the Agistment Officer may subsequently change the paddock allocation of a horse at any time.
18. No horses to be moved from their allocated paddock unless approval is given by the Agistment Officer. Approval is not required where there is an emergency or immediate risk of injury to a person or horse.
19. Aggressive and disruptive horses must be immediately removed from the

paddock. The agistee will be asked to take remedial action.

Division 5 - Responsibilities of agistees

20. All agistee's must:

- a) attend eight events run by a PCAQ Club, which must include a minimum of three TPC Rally Days.
- b) pay fees monthly in advance.
- c) keep their allocated tack area in a clean and tidy condition.
- d) keep the undercover yard area clean and tidy.
- e) consider the health and safety of other members while on TPC grounds.
- f) adhere to sound biosecurity practices.
- g) adhere to the minimum care requirements contained in division 6 of this part.
- h) remove their horse from the paddock the night before an event.
- i) adhere to the minimum responsibilities of a member, such as:
 - i. Attend two set up per year.
 - ii. Register on the Maintenance job database. (please inform Agistee Officer of your nominated maintenance job)
 - iii. Adhere to the "No help No Ride" rule – all riders must have an adult helper at Rally Days and Events on TPC Grounds.
 - iv. Return all equipment it to where you got it from after use. No Jump poles are to be left on the ground including after private lessons
- j) follow the directions of the Agistment Officer in the first instance. If they disagree with any decisions they can address them in writing to the TPC Management Committee for consideration.
- k) attend any meeting called by Agistment Officer
- l) attend any working Bees called by the Agistment Officer
- m) perform any additional tasks assigned by the Agistment Officer.

21. At no time are agistees or any members allowed to ride on TPC Grounds in a halter.

22. Helmets must be worn at all times when mounted and lunging.

23. Agistee's must follow the TPC Agistee's Flood Plan when activated by Agistment Officer.

24. Agistment at TPC is considered to be a privilege NOT a right. Hence why the agistment cost is considerably lower than other agistment available in the area.

Therefore, it is expected that all agistee's whilst meeting the minimum membership requirements, also offer additional assistance around the clubhouse and on Rally Days and competition days.

25. Each agistee will be allocated an area of an agistment paddock (the "manure zone"). All agistees must clean their manure zone at least twice a week and the night before an event or rally day. Each agistee will be allocated a new manure zone every 2 weeks. Before hand over the out going Zone must be cleared of all manure.
26. Each agistee will be allocated a weekly rotational roster of jobs on TPC Grounds including cleaning of all toilets, Council Bins to put out on Tuesday and emptied on Wednesday, (all Bins must be returned on Wednesday), cleaning of water troughs, and other sundry jobs to ensure the grounds are kept neat and tidy.
27. Agistee's are to abide by the club rule for guardianship. It is expected that any underaged rider will be supervised by his/her parent or legal guardian in the first instance. If on an occasion, a substitute guardian is required, the substitute guardian must be aged 18 years or older and specifically informed and aware of their guardianship responsibilities.
28. Minors under the age of 17 are not to be left unattended on TPC grounds either mounted or unmounted by a parent unless appropriate arrangements have been made to appoint a guardian/carer. This guardian/carer will take all responsibility for the child whilst the parent is not available and includes that the minor is within the guardians/carers view at all times to ensure appropriate supervision.
29. Tallebudgera Pony Club Inc. does not accept any liability whatsoever for any injury or death of a horse or rider. Additionally, no liability will be accepted for the loss or damage of any property stored in the agistment shed or elsewhere on the pony club grounds.

Division 6 - Minimum Care Requirements

30. All horses must:
 - a) be exercised at least 3 times per week, unless medical conditions prohibit this.

- b) have regular farrier and dental care (dental minimum once per year).
- c) be groomed regularly.
- d) be wormed according to the Worming Programme set by the Management Committee.
- e) be hand fed during winter, when the forage quality is low or the horse is experiencing a heavier workload.

Division 7 - Dispute Resolution

- 31. Any complaint or dispute from an agistee that relates to agistment must be considered by the Agistment Officer at first instance.
- 32. If unsatisfied by the decision of the Agistment Officer, then the agistee may make a complaint, in writing, to the Management Committee.
- 33. If the complaint has not been considered by the Agistment Officer at first instance, the Management Committee may choose not to consider a complaint and refer it back to the Agistment Officer.

Division 8 - Termination of Agistment

- 34. The Management Committee may place an agistee on probation for a breach of these rules or for any other reason.
- 35. The Management Committee should, where possible, give warning in writing to the agistee to allow them to rectify any issue before terminating an agistment agreement.
- 36. The Management Committee reserves the right to terminate any agistment agreement by giving the agistee 30 days notice in writing.
 - a) The Management Committee may choose to consider the factors in division 2 in determining whether to terminate an agistment agreement.
 - b) The Management Committee is not required to give reasons for termination.
- 37. The Management Committee may consider the following in terminating an agistment agreement:
 - a) suitability factors contained in division 2 of this part.
 - b) conduct that is considered injurious or prejudicial to the character or interests of the pony club, the Management Committee or any other member of the pony club.

38. During the probationary period the Management Committee may terminate the agistment agreement with 7 days notice in writing.

Division 9 - Reassessment of Agistment positions

39. The Management Committee will reassess all agistees at the first meeting of each calendar year.
40. In conducting the reassessment, the Management Committee will consider the following:
- a) compliance with these rules or any other by-laws or rules of the association.
 - b) the suitability factors outlined in division 2 of this part.
 - c) any other matters that the Management Committee deem relevant.
41. If the Management Committee decides on the reassessment that an agistee is no longer suitable then the agistment agreement may be terminated in accordance with division 8 of this part.

We thank you for your assistance in observing the above procedures whilst using our great facilities.

To acknowledge your understanding and acceptance of these rules, please initial next to each section above as well as sign below.

Agistee's Name: _____

Agistee's Signature: _____

Date: _____