

# **GUIDELINES**

## **GALSTON EQUESTRIAN CLUB INC.**

**P.O. BOX 243  
GALSTON NSW 2159**

Galston Equestrian Club (GEC) recommends that all members familiarise themselves with the following guidelines for their own benefit and safety:

### **General**

1. All members, shall at all times, endeavour to respect **Horse Owners, Riders** and **Social Enthusiasts** irrespective of their association with GEC.
2. All members, shall at all times during any GEC event or associated activity have regard to the GEC Constitution and adopted guidelines and shall not act contrary to their provisions.
3. GEC provides a community benefit and to a large extent, its success relies upon enthusiastic input from the community, predominantly within Galston and surrounding districts.
4. GEC encourages all members to enjoy the benefits of membership as reflected in the objects of the GEC Constitution.

### **Membership**

5. GEC membership will require:
  - (a) payment of an initial joining fee (\$20) together with an annual membership fee thereafter (\$45) (or as otherwise determined at a general meeting); and
  - (b) completion of prescribed membership form(s); and
  - (c) acceptance of the objects of GEC within its Constitution and the adopted guidelines herein.
6. Membership will extend from 1 February until 31 January each year with fees due in February of each year.
7. Membership can occur at any time subject to, and in accordance with, the GEC constitution.

8. All active financial members of GEC must perform a minimum of 3 forms of assistance to the club including, but not limited to, either canteen duty, setting up and putting away tasks and/or attending working bees each year. Committee members are exempt from this requirement.

## **Meetings**

9. General meetings will be held on the 1st Thursday of each month at 7.30 pm at the Galston Club meeting room, Arcadia Road, Galston NSW or at an alternative venue and/or at alternative intervals as determined by the Committee.
10. All members are welcome to attend Committee meetings but only Committee members will be entitled to vote;
11. All Annual General Meetings or Special General Meetings will be held at a suitable venue as determined by the Committee and notified to members accordingly no later than 21 days prior to each meeting;

## **Fees**

12. Joining and/or membership fees are payable pursuant to Clause 5 of these guidelines.
13. Riders (and spectators – if applicable) participating in an event, or multiple events must pay the prescribed ground fees no less than 30 minutes prior to commencement of activities.
14. Proof of payment in the form of a receipt will be issued to participating members and in addition, where applicable, a stamp, ribbon, armband, sticker or equivalent is to be displayed in a prominent location on each rider's body where it will be clearly visible to any person authorized as a representative of the organizing sub-committee.
15. Current grounds fees are based on the following guide and are subject to review by the GEC committee as required:
  - \$10 per person.

16. Non-competitive riding/non-riding (spectator), social or event fees associated with activities generally both on and off the club grounds will be as determined by the Committee.

### **Events and Activities**

17. An Australian Standards Approved (ASA) hard hat, helmet, skull cap or equivalent is to be worn (together with any other safety apparel as deemed necessary to ensure the safety of all participants – i.e. riding boots) by any mounted person whilst on the club grounds, or whilst participating in any GEC event(s) or associated competition(s) including training days. The organizing sub-committee will not have any discretion to vary this compulsory requirement and GEC will not accept any responsibility for injury resulting from non-compliance.
18. Whilst in attendance during any GEC event or associated activity, members will be encouraged to present in safe and suitable attire including but not limited to, suitable footwear and/or GEC merchandise/clothing. The organizing sub-committee reserves the right to request that all participants display GEC merchandise (where appropriate) for the purposes of improved identification.
19. Members have the option of obtaining individual public liability or personal injury insurance (or any other insurance as deemed necessary) before riding or attending any non-GEC event or associated activity.
20. No intoxicated or substance impaired rider will be permitted to participate during any GEC event or associated activity.
21. The use of illegal, prohibited or banned substances by any horse or rider will not be tolerated.
22. No member shall engage in any activity which presents an unreasonable threat to the safety of themselves or others.
23. GEC meets at the club grounds on the 2nd and 4th Saturdays and Sundays of every month except December and January (i.e. from the 2nd Sunday in February to the 2nd Sunday in November). The Club newsletter and/or website will detail current events and activities that will take place on the scheduled days.
24. Gates will be open from 8.00am and riders must report to the Co-coordinator (as designated by the organizing sub-committee) on arrival. Gear check will

depend on the event/s of the day. Riders and floats must vacate the grounds by no later than 6.00pm.

25. Members will be encouraged, where applicable, to observe EFA Arena Etiquette whilst on the arenas and warm up areas whereby FEI (or equivalent) rules can be applied at the discretion of the organizing sub-committee.
26. Members who arrive late should avoid interrupting any session which has commenced and when possible, join in at an appropriate juncture.
27. Mutual respect, courteous behaviour and acceptance of the riding ability and experience (or lack thereof) of others is expected at all times.
28. Members' should conduct themselves in such a way that will promote an exemplary reputation for GEC.
29. The organizing sub-committee or its delegated representative(s) reserve the right to request any member to remove themselves and/or any troublesome horse from the Club grounds or from any GEC event or associated activity.
30. During training days, riders are not compelled to take part in every session. If a group agrees, by consensus, the scheduled activity for that group may be changed to a different activity with the same instructor. However, if a rider leaves a group he/she should request permission from the instructor following commencement of the lesson.
31. As a safety precaution and as a courtesy to others, riders not participating should either tie their horse up or school them away from the organised activities.
32. The cross country course will be out of bounds to unsupervised individuals during training days.
33. All members must follow direction and accept the decision of coordinators delegated by the organizing sub-committee.
34. When moving between sections or interconnecting areas on the grounds, no horse should be cantered or galloped by any rider as this may upset other horses or be dangerous to those on foot, especially children.
35. The decision to ride during inclement weather will be made by 7.30am on the day of the event or associated activity. Members can telephone the training day/event co-ordinator for a recorded message regarding wet weather cancellations and/or postponements of training days.

36. The Club grounds belong to the community and therefore it is each club member's responsibility to ensure that the grounds are left in a clean and tidy state. This includes collecting all horse manure.
37. Club equipment should be returned to its origin as it is likely to be at risk if not stored securely.
38. Awards are not to be presented until the Club grounds are clear of equipment and clean to the standard imposed by Council (condition of use).

### **Animal Responsibility**

39. Cruelty to animals will not be tolerated.
40. All horse owners/handlers will be responsible for their horse's actions during any GEC event or associated activity irrespective of whether the horse is being ridden or not.
41. Head stalls and lead ropes are to be used to tether horses during non-riding periods. No horse is to be tied up by the reins.
42. No dogs (except guide dogs assisting a disabled person) will be allowed onto the Club grounds during a GEC event or associated activity under any circumstances.
43. The owner of any Stallion, Mare, Filly, Colt or Gelding which demonstrates dangerous or disruptive behaviour during any GEC event or associated activity is to be reported to the organizing sub-committee. Upon review, the organizing sub-committee has the authority to request any owner to remove their animal(s) from the grounds where the safety of any animal, person or property is likely to be compromised. Stallions may only be permitted when handled by adults over 21 years of age and all stallions are to be double tied when not being ridden.
44. Any authorized representative of the organizing sub-committee reserves the right to identify an unfit, unhealthy, lame, injured, diseased or problem horse and if deemed appropriate by the organizing sub-committee, refuse any horse participation.
45. All members shall familiarise themselves with, and at all times during a GEC event or associated activity, abide by the GEC Risk Management Plan.

## **Representation**

46. Formal representation of GEC is to be limited to the President and/or Vice-president or their nominated delegates. No individual member of GEC is entitled to express a view on behalf of the Club without prior approval from the Executive Committee.
47. All media contact is to be directed to the Publicity Officer in the first instance or in his or her absence, any member of the executive committee.
48. Before, during and after attendance at a GEC event or associated activity, all members should act responsibly and not engage in unlawful, disruptive or unsocial behaviour.

## **Compliance**

49. Any member who wishes to report a breach of these guidelines, may do so in writing to the Secretary at the following address:

Galston Equestrian Club  
P.O. Box 243  
GALSTON NSW 2159

50. The Secretary is to report any breaches of these guidelines to the Committee at the next Ordinary Meeting.

## **Enforcement**

51. Upon being notified of a breach of these guidelines pursuant to Clause 50, the Committee shall take appropriate action in which to remedy the breach and take such further action as is necessary and where practicable to reduce the likelihood of a similar breach re-occurring.
52. Membership of GEC is regarded as a privilege and not a right and on this basis, the committee reserves the right to refuse, reject or revoke any membership and may do so in accordance with the GEC Constitution.

## **Additional Information**

53. Further details with respect to membership, membership renewals, GEC Constitution and other ways in which members can become involved with GEC can be obtained at [www.galstonequestrianclub.org.au](http://www.galstonequestrianclub.org.au);