



## Code of Conduct

Members are asked to familiarize themselves with the following guidelines which form GEC's Code of Conduct.

### Introduction

Galston Equestrian Club (GEC) aims to achieve the following objectives:

1. to encourage participation in enjoyable, safe, competitive and/or non-competitive horse riding, ownership and other equine related social or educational pursuits, and
2. to promote opportunities for the acquisition of skills and information relating to equestrian matters and pursuits.

Adherence to this Code of Conduct will facilitate the achievement of these objectives for the benefit of all members. Members and non-members who attend GEC events and activities are expected to comply with its provisions and may be asked to leave an event or activity if they persist in acting contrary to its provisions.

### Events and Activities

1. GEC meets at the Club grounds at the corner of Bayfield and Mansfield Roads, Galston, on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays of every month except December and January or as otherwise determined by the Committee. The Club website and Facebook page will detail current and upcoming events.
2. Adverse weather or the condition of the grounds may dictate cancellation of an event. Participants should contact organizer or consult the Club's website or Facebook page to obtain further information.
3. Participants at GEC events must be either members of the GEC or Equestrian Australia for insurance reasons.
4. Day Membership of GEC may be made available at selected Events conducted by the Club. The provision of Day Membership is determined solely at the discretion of the organising committee.

A Day Membership confers financial membership status for the specific Event day for which it is issued. This status is limited strictly to the duration of that Event day and carries no ongoing membership rights or privileges.

A Day Membership **does not** entitle the holder to any GEC Member discounts, as such benefits are reserved exclusively for full financial members. It further **does not** provide eligibility for discounted membership fees in the subsequent membership year, which is likewise restricted to full members. The sole purpose of Day Membership is to permit participation in an Event where Club Membership is otherwise required.

Membership of **GEC**, whether as a full member or a day member, **does not include any insurance coverage for riders or horses**. All participants are responsible for ensuring they have appropriate personal and equine insurance in place prior to engaging in any club activities.

5. Participants should report to registration on arrival at a GEC event.
  - a. Participants and their spectators/grooms must follow the directions of the COVID marshal or event organisers with regard to adhering to any COVID restrictions as set out by NSW Health, Equestrian Australia and or the NSW Office of Sport.

**CANCELLATIONS:**

If GEC cancel an activity or event for any reason, then a refund of the full fee less admin charge will be given.

If the Participant cancels a booking: Events that require pre booking and prepayment are non-refundable after the cut-off date for that Event. If no cut-off date is specified then that shall be one week prior to the Event, unless the following applies:

- 1) A Veterinary certificate is provided. or
- 2) A major medical emergency and doctors certificate provided.

in which case a a refund of the full fee less admin charge of 10% will be given.

A cancellation prior to the cut-off date for that Event will incur an Admin Charge of 10%

The right to determine legitimacy for refunds remains at the discretion of the Executive Committee.

In the event of a regularly run monthly activity, and the above 1) or 2) applies, then at the discretion of the organiser your payment may be held over for the following month only.

6. GEC require hard hats, helmets, skull caps or equivalent to be worn (together with any other safety apparel as deemed necessary to ensure the safety of all participants e.g. riding boots) by any mounted person whilst on Club grounds, and/or whilst participating in GEC events. Hard hats, helmets, skull caps or equivalent are to comply with current Australian Standards as advised by Equestrian Australia from time to time. The organizing sub-committee does not have any discretion to vary this compulsory requirement.
7. Members are encouraged to present in safe and suitable attire at any GEC event or activity. This includes but is not limited to enclosed footwear and shirts with sleeves. Members should consult

flyers, entry forms and/or EA guidelines for information on required dress, tack and equipment for competitions. Gear checks will depend upon the event being run.

8. No intoxicated or substance impaired rider will be permitted to participate in any GEC event or activity.
9. The use of illegal, prohibited or banned substances by any horse or rider will not be permitted.
10. No horse is to be tied up by the bridle or reins.
11. Cruelty to animals will not be tolerated, and any person inflicting pain or causing fear to an animal may be asked to leave the event, and in extreme cases, may have their membership cancelled.
12. All horse owners/handlers will be held responsible for their horse's behaviour during any GEC event, irrespective of whether the horse is being ridden or not.
13. Any horse which demonstrates dangerous or disruptive behaviour during a GEC event is to be reported to the organizing sub-committee. The organizing sub-committee or its designated representative has the authority to request the owner or handler to remove their horse from the grounds where the safety of other animals, people or property is likely to be compromised.
14. Stallions may not be permitted at some GEC events. Conditions regarding stallions will vary from event to event - owners are asked to consult event organizers with regard to the participation of stallions.
15. 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, to refuse such horse participation in the event.
16. All participants and attendees will consider the safety of riders and spectators. All participants and attendees must follow the direction of organizers with regard to appropriate and safe behaviour.
17. Riders will be expected to observe EA arena etiquette whilst riding on the arenas and warm up areas.
18. The bridle path around the perimeter of the Club grounds will be closed for safety reasons during some events. Signs will be posted and must be observed.
19. Gates must be closed at all times. Participants and attendees are asked to ensure perimeter gates are closed after entering and exiting the facility.
20. Horses must be walked (not trotted, cantered or galloped) when moving between different areas of the grounds so as not to upset other horses or create a danger to those on foot.

21. Dogs are not permitted on the grounds during Club events - this is a safety measure to eliminate the possibility of horses being worried by dogs.
22. Mutual respect, courteous behaviour and account taken of the riding ability and experience of others are expected at all times.
23. All participants and attendees at GEC events must follow direction and accept the decision of the coordinator designated by the organizing sub-committee.
24. The organizing sub-committee or its delegated representative reserves the right to request any participant to remove themselves and/or any troublesome horse from the Club grounds or from any GEC event.
25. The organizer of each event must record all incidents on an incident report form for insurance purposes. Participants and attendees at events are required to co-operate with the organizers in this requirement.
26. Club equipment should remain at the grounds and be put away at the end of each event. Members and other participants are requested to help with this.
27. The Club grounds - the Rural Sports Facility - belongs to Hornsby Shire Council and is for the use of the community and other licensees as well as GEC. It is therefore the responsibility of the Club and each member and attendee to ensure that the grounds are left in a clean and tidy state. This includes collecting all horse droppings and disposing of all rubbish in the designated bins provided at the facility.
28. There is a no-smoking policy which applies to all Council owned sports facilities.
29. Canteen facilities will be provided at some events. Attendees are advised that the canteen is a cash on the day only facility and no credit accounts will be held.

## **Volunteering**

30. It is a requirement of GEC membership that members should volunteer to help at a minimum of two events per year. Members are asked to indicate which discipline they would like to support on the membership form. If this is not completed, members will be assigned by the Committee to assist with whichever discipline needs helpers. Members may volunteer to help with an event in which they don't plan to participate or may help (for a minimum of 2 hours) before or after their scheduled entry.

## **Representation**

31. Formal representation of GEC is to be limited to the President, 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.

32. All media contact is to be directed to any member of the Executive Committee.

## Social Media

33. GEC members using social media in any form (including but not limited to Facebook, Twitter, MySpace, LinkedIn, Flickr, Instagram, Pinterest or YouTube) are asked to be conscious of the fact that information or visual material shared on social media appears in public and to give careful consideration to any content relating to GEC, its events and/or members before posting.

34. The administrator of the GEC Facebook page will remove any post considered to be defamatory or disrespectful about individuals or the Club, containing language or threats or contrary to the spirit and integrity of sport. Similarly, posts which act counter to the interests of the Club and its members will be removed. **The Executive Committee reserves the right to block any users, members & otherwise, from our Social Media pages if it deems necessary. Membership of GEC does not automatically confer a right to participate in any social media pages administered by the Club.**

35. Limited advertising by members on the GEC Facebook page is allowed. If in doubt, members are encouraged to check with the administrator before posting an advertisement.

## Committee Meetings

36. All GEC members are welcome to attend Committee meetings, but only Committee members will be entitled to vote. Members wishing to attend a Committee meeting should contact the Secretary to ascertain date, time and venue of the next Committee meeting. Prior notice of at least 10 days is required if a member wishes to add an item to the Committee meeting agenda.

37. Any member being interested in joining the Committee should contact the Secretary or any Executive Committee member for more information.

## Compliance

38. All GEC members are required to comply with this Code of Conduct. Any person who wishes to report a breach may do so by contacting the Secretary [gecsecretarymail@gmail.com](mailto:gecsecretarymail@gmail.com) or writing to Galston Equestrian Club, PO Box 243, Galston, NSW 2159.

39. The Secretary will report such correspondence to the Committee at the next Committee meeting, and upon being notified of an alleged breach of the Code of Conduct, the Committee shall investigate and take further action in the manner prescribed in the GEC Constitution (see website).