



Reg No A0004131Y

## **MEMBERSHIP CONTRACT 2013**

*To be read and signed by the parent/guardian and rider.*

1. Pony Club is a voluntary youth organisation that encourages young people to ride and learn to enjoy all approved kinds of sports connected to horses, riding and the correct care of horses. Mansfield Pony Club (MPC) aims to be an inclusive club of which all members can be rightly proud, and therefore the expectation is that all members and their families contribute positively to the club. Respect and consideration for other members, instructors, facilities and equipment is expected at all times.
2. Adherence to the MPC by-laws, PCAV rules and the PCAV Code of Conduct (attached) are expected at all times. In addition, unauthorised use of MPC equipment and facilities, including the cross country course, is expressly forbidden. Breaches of these conditions may result in disciplinary action, suspension or termination of membership in accordance with PCAV Handbook of By-laws rule 14.
3. Mansfield Pony Club Inc. places in order of significance:
  - i) The SAFETY of the rider
  - ii) The COMFORT of the horse
  - iii) The ENJOYMENT of the rider
  - iv) The PROGRESS of the combination.
4. Parent Involvement
  - 4.1 The assistance of parents/guardians is a condition of membership.
  - 4.2 Mansfield Pony Club Inc. is run and organised by the parents of the club. The club can only run effectively and efficiently with the support and involvement of all parents. Parents must be actively involved in rallies eg: instruction, set up, pack up, gear check, cleaning, catering poles, lesson assistance.
  - 4.3 A roster for rally set-up and canteen duties will be sent to all families annually. It is each family's responsibility to ensure their place is filled if they are unable to attend at their rostered rally/s. Changes are to be notified with Rally RSVP via website at least one week prior to the rally.
  - 4.4 Each rally requires equipment to be set up. Set up commences one hour prior to rally start time and all families (not just those rostered) are expected to help with this.
  - 4.5 Once the rally is over, all equipment will need to be put away. Again, all families are expected to help with this. The parents of the last group using any equipment will be responsible for pack-up of that equipment.
5. Special Events and Working Bees  
Throughout the year Mansfield Pony Club Inc. organises special events/competitions that require help from families to set up, run and pack up. Along with the opportunity these events provide for our children to compete on their home ground and as a chance to showcase our club, these are major fundraisers for our club. Each family is expected to assist at these events and scheduled working bees.
6. The membership process is specified in PCAV By-law 13. Accordingly, joining and annual renewal is not an automatic right.
  - 6.1 All applicants must submit a completed and signed application form to the secretary, along with signed Membership Contract indicating acceptance of PCAV Code of Conduct. All applications will be presented for consideration by the committee. Subject to these rules, the committee will either grant admission to the club upon payment of the relevant fee or decline the application, in which case the applicant will be informed in

writing and any fees refunded. In declining any application to renew membership the PCAV grievance procedure will be followed.

6.2 Annual Renewal

The membership year follows the calendar year with fees payable prior to March 31<sup>st</sup>.

Annual renewal of membership is as per paragraph 6.1 above.

6.3 Membership Waiting List

The Mansfield Pony Club committee reserves the right to “cap” membership if necessary. This decision will be made only after full discussion with the committee.

7. Attendance at rallies:

7.1 Riders must inform the Group Co-Ordinator (or Chief Instructor if unable to contact GC) of their intention to attend or not attend a rally, nominating the horse they intend to ride at the rally, not later than one week prior to the scheduled rally date. Riders may notify via the MPC website link, direct email or telephone. This is compulsory for group organisation – riders who have not notified their intentions may not be catered for in ridden activities if all spaces are filled, so may gain an unmounted attendance only. It is understood that intentions cannot always be carried out as planned and allowance will be made for changes if unavoidable and wherever feasible advised at the earliest time.

7.2 It is a condition of membership that a parent or guardian of a member under 18 years of age be in attendance. This is a safety issue.

8. Mansfield Pony Club Inc. takes each families obligation seriously and expects that each family will honour its commitment. Consequently the performance of parents/guardians in this regard will be assessed when considering annual renewal of membership.

9. Grievance procedures are as per the PCAV Handbook of By-laws.

Any concerns about expectations should be discussed with our President, Secretary, Treasurer, DC or Chief Instructor before applying for membership.

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We have read the above conditions and the attached PCAV Code of Conduct and agree to comply.

\_\_\_\_\_ Date \_\_/\_\_/20\_\_  
Signature of Parent/Guardian

\_\_\_\_\_ Date \_\_/\_\_/20\_\_  
Signature of Rider

\_\_\_\_\_ Date \_\_/\_\_/20\_\_  
Signature of Rider

\_\_\_\_\_ Date \_\_/\_\_/20\_\_  
Signature of Rider

\_\_\_\_\_ Date \_\_/\_\_/20\_\_  
Signature of Rider