



# **PONY CLUB AUSTRALIA**

## **SYLLABUS OF INSTRUCTION**

### ***EFFICIENCY STANDARDS***

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**The Pony Club Australia Syllabus of Instruction contains basic principles of horse care which are necessary to provide the minimum standards of horse welfare and practice**

# PONY CLUB AUSTRALIA

## SYLLABUS OF INSTRUCTION FOR EFFICIENCY STANDARDS

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## GENERAL CONDITIONS FOR EFFICIENCY TESTS

*The expected outcomes are shown in italics.*

### AGES / CERTIFICATE COLOURS

Minimum ages for Candidates undertaking the Tests, and Certificate colours

E Standard	<7 years	Pale Blue
D Standard	7 years	Yellow
D* Standard	9 years	Lime green
C Standard	12 years	Green
K Standard	14 years	Purple
C* Standard	14 years	Pink
B Standard – Horse Care	15 years	Brown
B Standard – Riding	16 years	Red
B Standard (Restricted Jumping)	16 years	White
H Standard	17 years	Orange
A Standard	17 years	Blue

### PRE-REQUISITES:

Standards D, C, C\* or K, B - Horsemastership, B - Riding, and A, must be gained in that order, i.e. each is a pre-requisite for the higher standard. There is no pre-requisite for the H Certificate and the E Certificate is optional.

### ASSESSOR:

An Assessor within a Club may test for E, D and D\*. Each State must have a panel of Assessors for certificates C and above. Assessors should not test in their own Club unless circumstances, such as excessive distance, make this necessary.

To remain on the Assessor's Panel, Assessors must be active members of a Pony Club and attend current refresher courses conducted by their State. The names of Assessors on the Panel will be reviewed by each State every three years.

### ASSESSMENT CREDITS:

Any section of a Test passed by the candidate will be held as credit/s until such time as all sections are passed (maximum two years from original practical Assessment date).

### WRITTEN PAPERS:

Written papers are no longer required as part of the assessment process for Efficiency Certificates. Candidates will be required to work through the syllabus using the PCA Certificate Manuals OR Worksheets as outlined below;

### CERTIFICATE MANUALS:

Certificate Manuals are available for D/D\*, C, C\* and K. The Manuals follow the PCA Syllabus of Instruction and course content and are designed to help the Candidate prepare for Assessment. They will also be used as part of the assessment process as evidence that preparation has occurred.

**WORKSHEETS:**

Worksheets are available for B, H and A which guide Candidates through the Syllabus requirements. There is no course content in the worksheets as it is expected that Candidates at this level will gather their knowledge from a variety of sources.

**SUPPLEMENTARY TESTS FOR PRACTICAL SECTIONS:**

Supplementary testing, if required may be undertaken at a time agreed by Assessor and candidate once the candidate is deemed to be ready.

Candidates must be assessed to have reached the standard required prior to re-presenting for the practical tests.

Where possible one of the original Assessors should be used for the supplementary test. The supplementary test must be organized in consultation with the State Panel.

**PRESENTATION:**

- Candidates must wear formal/competition Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.
- No jewelry to be worn. (Exception—Medic Alert bracelets)
- Presentation of horse—See individual Test.

**HORSES:**

Horse and rider combinations for practical assessment must have attended a min of 2 working rallies and must be the riders' qualified mount as per State/Territory Rules

## CERTIFICATE REQUIREMENTS

### STANDARD E

Minimum age of Candidate . . . . less than 7 years

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#### STANDARD E CERTIFICATE GUIDELINES:

Candidates must have reasonable control of their ponies at the walk and trot. Some help may be given, such as allowing ponies to work in company. Minimal help can be given with other tasks.

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#### ASSESSOR:

Refer to the section on Assessors on Page 3.

#### OBJECTIVES:

- ✓ To gain confidence in riding, handling and caring for a pony.
- ✓ To be keen to learn and improve.

#### PRESENTATION:

- **Rider to be in formal Pony Club uniform.**  
*Uniform to be clean and tidy. Boots must be clean*
- **Pony to be tidy.**  
*The pony must look neat and tidy and be free of loose mud and sweat. Tack must be clean and fit correctly.*

#### RIDING:

- **Mounting and dismounting. A mounting block may be used and the rider may have help keeping the pony still.**  
*Candidate to show knowledge of how to mount ie where to stand and how to hold reins.*
- **Being legged up.**  
*Candidate to know where to stand and how to assist the person legging them up by bending the knee as well as landing lightly in the saddle.*
- **Starting, guiding and stopping the pony.**  
*Candidate to move the pony off and turn right and left at the walk and trot and stop the pony. (some help may be given e.g. lead the pony forward if it will not move off)*
- **Take part in simple mounted games and rider exercises**  
*Candidate to know the importance of not riding too close to the back of other ponies and the reasons why.*

**HORSE HANDLING:**

- **Approach, catch and lead a quiet pony under supervision**  
*Candidate to know to approach from the side towards the shoulder and to speak to the pony. Help to be given with putting on the headstall. Know how to lead the pony from the near shoulder and manage the lead rein (not let it fall on the ground)*
- **Let the pony go in the paddock under supervision**  
*Candidate will demonstrate how to let the pony go (help to be given)*

**HORSE CARE:**

- **Candidate to identify and know the use of grooming tools**  
*Identify the following – body brush, hoof pick, rubber curry comb*
- **Know the following parts of the saddle and bridle**  
*Bridle – brow band, nose band, bit and reins*  
*Saddle – stirrup irons, girth, pommel, saddle flap*
- **Know what a pony needs in its paddock to make it comfortable**  
*Water and shade and grass*
- **Know what a pony eats and drinks**  
*Candidate to know that ponies eat grass, hay and chaff and needs fresh clean water at all times*

**GENERAL KNOWLEDGE:**

- **Identify parts of the horse**  
*Candidates to identify at least five of the following – nostril, mane, wither, forelock, knee, flank, ears, forehead*
- **Identify colours and markings**  
*Candidates to identify a chestnut horse, a brown/bay horse and a grey horse.*  
*Candidates to identify a star, a sock and a blaze*
- **Know how to wipe dust and mud off saddler and clean the bit**  
*Candidate to be able to wipe the mud or dust off the saddle and bridle and understand the importance of having the bit clean.*

## CERTIFICATE REQUIREMENTS

### STANDARD D

Minimum age of Candidate . . . . 7 years

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#### STANDARD D CERTIFICATE GUIDELINES:

Candidates must have reasonable control of their ponies. Some help may be given, such as allowing ponies to work in company. Many games are suitable for teaching if taken at an appropriate pace.

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#### ASSESSOR:

Refer to the section on Assessors on Page 3.

#### OBJECTIVES:

- ✓ To gain confidence in riding, handling and caring for a pony.
- ✓ To be keen to learn and improve.

#### PRESENTATION:

- **Rider to be in formal Pony Club uniform.**  
*Uniform to be clean and tidy. Boots must be clean.*
- **Pony to be tidy.**  
*The pony must look neat and tidy and be free of loose mud and sweat. Tack must be clean and fit correctly.*

#### RIDING:

- **Mounting and dismounting. A mounting block may be used.**  
*Candidate to show how to mount holding the pommel, not the cantle, using a mounting block if necessary. The pony should stand still or be held to assist the rider.*
- **Being legged up.**  
*Candidate to show how to be legged up. Candidate to know where to stand and how to assist the person legging them up by bending the knee as well as landing lightly in the saddle.*
- **How to hold and use the reins.**  
*Candidate must hold the reins correctly, and be able to shorten and lengthen the reins and put the reins into one hand correctly.*
- **Capable of starting, guiding and stopping the pony, and riding at the walk, rising trot, and canter without being led.**  
*Candidate must be able to make the pony go forward and stop without assistance and maintain control at walk, trot and canter.*



- **Road Safety Rules—know the "do's and don'ts" of riding on the road.**  
*Candidate must know which side of the road to ride on. Candidate to be able to demonstrate hand signals for turning and stopping. Candidate to exhibit awareness of the dangers of riding on the road.*
- **Take part in simple mounted games and rider exercises.**  
*Candidate must be able to stand in their stirrups at the halt without falling back or using the reins to balance and to demonstrate another exercise. Candidate to take part in a simple mounted game demonstrating control of the pony.*

### **HORSE HANDLING:**

- **Approach, catch and lead a quiet pony.**  
*Candidate to demonstrate how to catch the pony from the side and to demonstrate where he/she should be when leading a pony.*
- **Tie a pony up with rope at correct length, preferably to string, using a quick release knot.**  
*Candidate to tie the pony up in a suitable place and understand why the rope must be neither too long nor too short. Pony to be tied with a quick release knot.*
- **Let the pony go in the paddock.**  
*Candidate to demonstrate how to turn pony to face the closed gate before letting go of the pony. Lead to be put around the pony's neck before the headcollar is removed.*
- **Give a pony an apple or carrot safely.**  
*Candidate to demonstrate holding their hand flat so the pony can take what is offered without biting fingers, recognising that the apple should be sliced and carrot should be cut into lengths*

### **HORSE CARE:**

- **Identify and demonstrate use of grooming tools:**  
*Candidate to identify the following grooming tools - dandy brush, body brush, rubber curry comb, hoof pick and demonstrate the use of those items. Candidate to brush the pony with particular attention to saddle and girth areas.*
- **Saddle and bridle a pony, with assistance.**  
*Where assistance is given to carry out any of these tasks the candidate must show (i.e., answer questions) a clear understanding of why it should be done in a certain way.*
- **Know the comfortable living conditions for a pony.**  
*Candidate to name three things that the pony needs in the paddock where he lives.*
- **Know what a pony eats and drinks.**  
*Candidate to know what his/her own pony eats. Candidate to understand the necessity to provide fresh clean water at all times.*
- **Describe how to tie up a haynet/bag.**  
*Candidate to describe how to tie up a haynet/bag including how it should be positioned above the ground.*

- **Identify parts of the horse.**

*Candidates to be able to identify nostril, forehead, eye, ear, muzzle, forelock, crest, neck, mane, shoulder, wither, back, loins, rump, tail, hock, knee, fetlock, and hoof.*

- **Identify parts of saddlery.**

*Candidates to be able to identify: bridle, bit, reins, cheekstrap, browband, nose band, throatlash, saddle, girth, stirrups, pommel, leathers, seat, crupper, surcingle.*

- **Know how to wipe dust and mud off saddlery and put away tidily.**

*Candidate to demonstrate how to run up the stirrups before removing the saddle, demonstrate how to wipe dust and mud off the saddle including the girth and wash the bit.*

## CERTIFICATE REQUIREMENTS

### STANDARD D STAR

Minimum age of Candidate . . . . 9 years

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#### STANDARD D STAR CERTIFICATE GUIDELINES:

Candidates must have control of their ponies and show a more secure and correct position for flat work and jumping.

This Certificate is an extra activity for any Club wishing to include it in their curriculum, and fills in the years from 9 to 12. The D\* Certificate is not a pre-requisite for any subsequent Test.

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#### PRE-REQUISITE:

D Certificate.

#### ASSESSOR:

Refer to the section on Assessors on Page 3.

#### OBJECTIVES:

- ✓ To work towards a balanced seat independence of the reins.
- ✓ To improve the rider's control of the pony.
- ✓ To have an elementary knowledge of the handling and care of the pony.

#### PRESENTATION:

- **Rider to be in formal Pony Club uniform.**  
*Uniform to be clean and tidy. Boots must be clean.*
- **Pony to be tidy.**  
*The pony must look neat and tidy and be free of loose mud and sweat. Tack must be clean and well fitting.*

#### RIDING:

- **Mount correctly—from a mounting block if necessary.**  
*Candidate to mount holding the pommel, not the cantle, using a mounting block if necessary. The pony should stand still or be held to assist the rider.*
- **Dismount from either side of the pony.**  
*Candidate to demonstrate a safe dismount from either side.*  
*Walk, rising trot, and canter in a large area, including circle and straight line, and change of direction.*  
*Candidate must maintain control of their pony at walk, rising trot and canter in a large area.*
- **Make transitions on command.**  
*Candidate to ride transitions from halt to walk, walk to trot, etc.*

- **Trot and canter at varying speeds.**  
*Candidate to demonstrate increase and decrease of speed within trot and canter.*
- **Ride with reins in one hand. Hold and use a short whip correctly.**  
*Candidate to put their reins correctly into one hand and demonstrate use the whip behind the leg.*
- **Trot on a loose rein.**  
*Candidate to demonstrate lengthening and shortening the rein at trot.*
- **Change trot diagonal on command.**  
*Candidate to show a change of diagonal on command.*
- **Rising trot over poles on the ground in a forward position.**  
*Candidate to trot over poles on the ground. Candidate may hold a neckstrap or mane if necessary.*
- **Negotiate small jumps of varied design from the trot – maximum height 45 cm**  
*Candidate to jump single small fences (holding a neckstrap or mane if necessary).*
- **Know simple traffic rules when riding on the road.**  
*Candidate must*
  - *know which side of the road to ride on*
  - *be able to demonstrate hand signals for turning and stopping*
  - *exhibit an awareness of the dangers of riding on the road*
  - *be familiar with their state's road rules for horses.*

#### **HORSE HANDLING:**

- **Lead and turn a pony in hand at the walk and trot (with bridle).**  
*Candidate to lead the pony and turn safely.*
- **Pick up and clean out front feet.**  
*Candidate to safely pick up and clean out the front feet of a pony.*

#### **HORSE CARE:**

- **Knowledge of basic feeding and care of the pony.**  
*Candidate to know what their own pony eats and the basic daily care required.*
- **Basic care of the feet.**  
*Candidate to be able to explain the daily care.*
- **Identify parts of the hoof.**  
*Candidates to be able to identify: wall, frog, sole and heels.*
- **Identify the farriers tools.**  
*Candidates to be able to identify: rasp, hammer, toe knife, buffer and pincers.*
- **Identify parts of the horse.**  
*Candidates to be able to identify the following parts of the horse – throat, elbow, pastern, dock, coronet, hips, hock, stifle, ribs, cheek.*
- **Identify and demonstrate use of: Dandy brush, body brush, curry comb, hoof pick.**  
*Candidate to identify the following grooming tools - dandy brush, body brush, curry*

*comb, hoof pick and demonstrate the use of those items.*

- **Identify parts of the saddle.**

*Candidate to identify parts of the saddle: cantle, waist, gullet, stirrup bar, sweat flap.*

- **Clean and put away saddlery.**

*Candidate to explain how to clean their own saddle and bridle. Candidate to show how to place their saddle safely on the ground and to explain how to store saddlery between rides.*

- **Describe the following conditions: Girth Gall, Cold, Colic and Laminitis (Founder).**

#### **GENERAL KNOWLEDGE:**

- **Know the names of the Club Executive.**

*Candidate to know the names of their Club President, Secretary and Chief Instructor.*

## CERTIFICATE REQUIREMENTS

### STANDARD C

Minimum age of Candidate ... 12 years

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#### STANDARD C CERTIFICATE GUIDELINES:

Candidates should be encouraged to ride in snaffle bits wherever possible. If another bit is used, the candidate should know the name and understand its action.

The rider should be able to maintain consistent contact through the reins.

In checking diagonals or leading leg, the candidate may drop the eyes to look at the shoulders, but may not drop the head or lean forward.

Ideally the concept of 'feel' through the seat should be introduced here.

The forward jumping position/s with a steady lower leg should be established by the time of the test.

Candidates may hold on to the mane or a correctly fitted neck strap over the jump.

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#### PRE-REQUISITE:

D Certificate

#### ASSESSOR:

Refer to the section on Assessors on Page 3.

#### OBJECTIVES:

- ✓ To attain a balanced seat, independent of the reins on the flat and over small fences.
- ✓ To show control of the pony at all paces.
- ✓ Demonstrate knowledge of horse handling and horse care as outlined below.

#### ASSESSMENT FORMAT:

- ✓ Presentation.
- ✓ Riding.
- ✓ Jumping.
- ✓ Horse Handling and Horse Care and General Knowledge.

Testing may include any previous work in the Syllabus including pre-requisite Certificate work.

A pass must be gained in all four sections, even if some supplementary work is necessary.

**CERTIFICATE MANUAL:**

Activity Sheets in the C Manual to be completed verifying experience in the following categories:

- ✓ Presentation
- ✓ Riding
- ✓ Jumping
- ✓ Horse Handling
- ✓ Horse Care

**PRESENTATION:**

- **Rider to wear formal Pony Club uniform.**  
*Uniform to be clean and tidy. Boots must be clean.*
- **Horse clean and tidy but not necessarily clean to the skin, especially in cold weather. Plaiting not required.**  
*The horse must be well groomed and have clean eyes, nostrils and dock. The mane and tail must be washed.*
- **Hooves clean and showing evidence of care.**  
*The horse must be appropriately trimmed or shod.*
- **Clean and correctly fitted gear.**  
*The bridle and bit must be clean, and fit correctly. The saddle must fit correctly. All saddlery must be in good repair.*

**RIDING:**

- **Mount and dismount from either side. A mounting block may be used.**  
*Candidate must:*
  - *mount and dismount correctly from either side, reins must be held correctly*
  - *hold the pommel, not the cantle, when mounting and land softly in the saddle. The horse must not move forward when being mounted.*
- **Alter stirrups whilst mounted and demonstrate how to tighten girth while mounted.**  
*While adjusting the stirrups and tightening the girth, the candidate must keep the foot in the stirrup at all times and must not let go of the reins.*
- **Balance exercises at the halt and walk.**  
*The candidate must be able to demonstrate that their seat is independent of the reins at walk by standing in their stirrups without falling back or using the reins to balance.*
- **Ride with reins in either hand at walk, trot and canter.**  
*The candidate must*
  - *hold the reins correctly in one hand*
  - *be able to correctly change the reins from one hand to the other*
  - *be able to steer and stop the horse with the reins in one hand.*

- **Knowledge of and correct use of natural aids.**

*The rider must:*

- *be able to name three natural aids*
- *be able to explain the basic aids to make the pony go forward and stop.*

- **Change direction at all paces.**

*The candidate must have control of the direction of the horse throughout the test.*

- **Increase and decrease pace in both trot and canter.**

- **Knowledge of paces and footfalls.**

*The candidate must know beat and footfalls of walk, trot, canter and gallop.*

- **Walk and trot on a long rein.**

*The candidate must*

- *know the difference between long and loose rein*
- *maintain the same speed when giving a long rein demonstrating that the rider's seat is independent of the rein.*
- *be able to steer and control the speed of the horse on a long rein.*

- **Walk and trot without stirrups and sitting trot for short periods.**

*The candidate must*

- *be able to maintain a relatively secure position without unduly upsetting the horse*
- *be able to maintain the speed and line. Pommel of the saddle should be used to re-establish position.*

- **Know and use the correct diagonal.**

*The rider must be able to identify which diagonal they are riding on and be able to change the diagonal if incorrect.*

- **Recognise leading leg at canter.**

*The horse must canter when asked and maintain the canter. The rider must know if their horse is on the correct leading leg (rider may drop eyes to check). The rider must maintain balance without using the reins.*

- **Canter on a nominated leading leg.**

*A corner or curve may be used to achieve this.*

- **Hand Gallop.**

*The candidate must*

- *go as fast as they can reasonably be expected to go, considering terrain and ground conditions and horse*
- *be in a forward seat and maintain control at all times - the horse must slow down when asked.*
- *know whether they have galloped or not (i.e. 3 or 4 beats).*
- *return down through the paces calmly.*

- **Show proficiency in active riding.**

*This could be mounted games, bareback riding, polocrosse, sporting or any activity as approved by the Assessor.*



**JUMPING:**

*The candidate should be capable of:*

- *Jumping fences ranging in height from 50cm to 65cm including a spread fence*
- *Jumping combinations with a minimum of one non-jumping stride.*

**• Riding a small showjumping course.**

*The candidate must*

- *have basic knowledge of how to walk a showjumping course and why*
- *demonstrate a balanced jumping position*
- *allow the horse freedom to round over the fence by adequately allowing with the hands over the fence (correctly fitted neckstraps are recommended).*
- *present the horse with a straight approach to each fence*
- *have basic knowledge of rules*

**• Riding over varied terrain, including some cross country obstacles.**

*The rider must maintain a balanced position over varied terrain including obstacles.*

**HORSE HANDLING:****• Pick up and clean out hind feet.**

*Candidate to be able to pick up and clean out hind feet.*

**• Tie a pony up with a correctly fitted adjustable halter OR headcollar.**

*The horse must be tied up in a suitable place, with the rope the correct length. A quick release knot must be used.*

**HORSE CARE:****Paddocking:****• Describe what to look for when choosing a paddock for your horse.**

*Candidate to recognise safe fencing, good water supply, shade/shelter, pasture quality, paddock hazards*

**Feeding, Watering, Conditioning:****• Outline a daily feeding and watering routine of own pony.**

*Know what their own horse is fed. State five rules for feeding.*

**• Preparation for a Pony Club camp.**

*List four things you would do to prepare your horse for a camp.*

**• Tie a Haynet/bag up correctly**

*Candidate to*

- *tie up a haynet/bag so it is secure and will not get too low and allow the horse to get feet tangled when it is empty*
- *tie to something solid with a quick release knot*
- *turn net/bag so the knot is underneath to prevent the horse untying it when eating*

## Grooming, Trimming:

- **Grooming and washing of own pony.**

*Candidate to:*

- *identify the contents of a grooming kit and explain the uses of each item (body brush, dandy brush, curry comb, water brush, hoof pick, comb, sponges, towel, bot knife).*
- *groom their own horse to "C" standard - clean but not clean to the skin.*
- *know when it is appropriate to wash a horse and understand what care needs to be taken.*

## Care of Feet and Shoeing:

- **Elementary knowledge of shoeing and care of the feet.**

*Candidate must*

- *know how often a horse should be shod and understand when a horse needs shoeing or re-shoeing*
- *understand care of the unshod foot.*
- *know the basic procedure used by the farrier when trimming a hoof and when putting on a shoe.*

- **Explain the use of farrier's tools.**

*Candidate to identify the following tools: buffer, hammer, pincers, cutters, knife, rasp.*

## Transport of Horses:

- **Prepare a horse for travel.**

*The candidate must*

- *prepare a horse for travel using bandages or boots and a tail bandage*
- *consider safety when applying bandages or boots*

## Health, Ailments, Injuries:

- **Recognise health and condition of own pony.**

*List five signs of a healthy horse: coat condition, bright eyes, clear nostrils, alertness, skin condition.*

*The Candidate should have knowledge of:*

- *prevention and treatment of girth gall, sore back, and sore mouth.*
- *prevention of tetanus.*
- *understand the need to vaccinate and know how often boosters should be given*
- *worm and bot control. Knowledge of particular worms not required.*
- *understand how often a horse should be wormed and the necessity of changing the active chemical*

- **Basic First Aid Kit for horses.**

*Know what a basic first aid kit should contain*

- **When to call the Veterinarian.**

*Candidate to show some understanding of when a horse requires professional veterinary treatment and to have the ability to notice that all is not well and understand that treatment may be needed.*

- **Know causes and prevention of Laminitis (founder).**  
*Candidate to know symptoms, causes and prevention of laminitis.*
- **Know common causes of injuries.**  
*Have the ability to notice objects, practices or activities that may result in injury to horses.*  
*Know signs and symptoms of:*
  - Cold
  - Colic
  - Greasy heel
  - Lameness
  - Minor wounds
  - Seedy toe
  - Stone in the foot
  - Strangles
  - Swelling and heat in the leg or foot
  - Thrush

### **KNOW THE HORSE:**

- **Points of the horse, colours, and markings.**  
*The candidate must*
  - know points of the horse including poll, point of hip, dock, hind quarters, gaskin, flank, stifle, jowl, breast, ribs, coronet, pastern, fetlock, cannon bone, forearm, chestnut and ergot
  - be able to identify basic colours of nominated horses
  - be able to identify basic face and leg markings of nominated horses
  - be able to describe their own horse and fill in an Identification Form as required by their state.
- **Measure the height of a horse.**  
*The candidate must*
  - know how to measure a horse
  - understand the units of measurement.
- **Care of the teeth and the reasons why they need attention.**  
*Candidate to understand why a horse's teeth get sharp and to know how often they should be checked*

### **SADDLERY AND EQUIPMENT:**

- **Care and fit of saddle and bridle.**  
*Candidate to*
  - fit their own saddle in the correct position on the horse's back for safety and the comfort of the horse
  - understand pommel and gullet clearance
  - use a saddle blanket of appropriate size that creating no pressure points
  - know how to tell if a bridle and bit is correctly fitted for safety and the comfort of the horse
  - know how to care for saddlery.

- **Parts of saddlery and uses.**

*Candidate to*

- *know the parts of the saddle: cantle, waist, gullet, sweat flap*
- *be able to describe and understand the use of a martingale, breastplate, surcingle and a crupper.*

- **Fit, use and care of rugs.**

*Candidate to*

- *consider safety aspects of rugging the horse*
- *rug a quiet horse*
- *demonstrate how to fold a rug and place on the horse*
- *know when to use and when not to use rugs.*
- *explain the correct fitting of rugs*
- *know how to care for rugs.*

### **GENERAL KNOWLEDGE:**

- **Know the names of Pony Club Zone personnel.**
- **Knowledge of Pony Club Competitions as applicable to their state.**

## CERTIFICATE REQUIREMENTS

### STANDARD K

Minimum age of Candidates ... 14 years

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#### K CERTIFICATE GUIDELINES:

This is an alternative Certificate to C\*, between C & B. It is designed for the active rider, and covers many equestrian aspects not included in other Certificates. The 'K' comprises a compulsory section and a wide variety of optional subjects.

**K Co-ordinator:** A 'K' Co-ordinator will be appointed by the Club or Zone and act as adviser to the candidates in helping them to cover the work, and arrange lectures and demonstrations by experts in the various subjects.

The Co-ordinator should explain to the farrier, horse trainer etc. that the candidate must be proved efficient at the relevant level before the Work Sheet is signed, and also see that Work Sheets are completed, signed by the appropriate person, and presented on time.

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#### SUBJECTS:

##### Compulsory Subjects

- *Active riding*
- *Riding at a given pace*
- *Horse care*
- *Pony Club service*
- *Agility*
- *Horsemastership*
- *Horse health*
- *General knowledge.*

##### Optional Subjects

The candidate must choose at least two subjects from each section. The seventh subject may be chosen from any section

##### Section A

- *Showjumping*
- *Cross country riding*
- *Give a show of agility with the horse*
- *Tent Pegging*
- *Stock work*
- *Polo or Polocrosse*
- *Dressage*
- *Hunting*
- *Mounted Games*
- *Any other approved activity.*

**Section B**

- *Knots*
- *Course designing for showjumping*
- *Course designing for cross country*
- *Leather work*
- *Clipping*
- *Shoeing*
- *Lungeing*
- *Float/truck maintenance*
- *Any other approved non-riding, horse related activity.*

**Section C**

- *Endurance riding*
- *Track work*
- *Carriage Driving / Harness*  
*Approved project involving horses*
- *Breaking in*
- *Mare and foal care*
- *Showing*
- *First Aid*
- *Community work*
- *Any youth orientated activity with the approval of the K Co-ordinator.*

**PRE-REQUISITES:**

D and C Certificates.

**ASSESSOR:**

Refer section on Assessors on Page 3. Work Sheets must be signed by approved specialists.

**OBJECTIVES:**

- ✓ To widen the candidate's experience in various aspects of horsemastership.
- ✓ To become an active, efficient rider who is thoughtful for the horse.
- ✓ To improve skills in horsemastership, and other horse related activities.

**ASSESSMENT FORMAT: (NOTE: COMPLETED WORK SHEETS ARE TO BE SUBMITTED PRIOR TO THE ASSESSMENT.)**

The test will be conducted in six sections:

- ✓ Worksheets – to be completed prior to practical testing.
- ✓ Presentation of horse and rider.
- ✓ Compulsory Riding
- ✓ Horsemastership and general knowledge.
- ✓ Practical tests.
- ✓ Optional subjects not already examined.

*The candidate must be found competent in all sections, even if some supplementary work is necessary.*

**SUPPLEMENTARY ASSESSMENT:**

Refer to page 3 for conditions

**WORK SHEETS:**

Work Sheets to be completed verifying experience in the following categories:

- ✓ Active Riding
- ✓ Riding at a Given pace
- ✓ Horse Care
- ✓ Pony Club Service
- ✓ Chosen Options

**Active Riding:**

The candidate must have extensive experience in at least **two** of the options in **Section A**.

In addition to these two options, candidates must complete an “Active Riding” worksheet giving a brief account of the candidate’s experience in other riding sports.

**Riding at a Given Pace:**

The candidate must be able to ride at the following pace;

- 220, 300, 350, 400 and 450 metres per minute

**Horse Care:**

The Candidate must have had the care of his/her own horse over a long period, or worked on a farm or horse establishment.

Candidates must include a summary of the daily and regular care noting the seasonal variations etc., also give some idea of the costs involved in keeping a horse.

An account of the Candidate's experience in the care of the horse's feet and shoeing, and own veterinary experiences must be included.

**Pony Club Service:**

Non-ridden activities. For example, working bees, canteen help, junior committee, newsletter editor, fundraising etc.

**Chosen Options**

A worksheet is required for each option.

Worksheets for Section A options must include a full account of a day spent at the sport—from the beginning to the end of the day. Experiences and care and preparation of the horse should be noted and verified.

**PRESENTATION:**

- Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.
- Gear must be clean and correctly fitted.
- The horse must be groomed, but not necessarily clean to the skin, especially in cold weather.
- Hooves should show evidence of regular care and attention. No jewellery to be worn (Medic-Alert bracelet excepted).

**COMPULSORY RIDING:**

- **The horse should trot and canter calmly on either rein.**

*Show some fast work with the horse well controlled and be able to do this using a whip, polo stick or the like.*

*Tests to show the rider's agility, such as mounting without stirrups, or bareback, and dismounting or mounting at the trot or canter.*

*The Candidate must prove that he/she is capable and effective at fast paces and at least moderately agile.*

- **Lead one horse from another:**

*Ride a horse and lead another at walk and trot.*

- *be able to change horse from one side to the other safely.*
- *know the safety considerations for leading a saddled horse*
- *know the road rules applicable to led horses.*

*Led horse must be wearing a bridle. Hold the led horse's reins in the hand nearest to him about halfway down the reins. Hold the ridden horse's reins in the other hand. The led horse should have his head level with the rider's knee.*

**HORSE HANDLING (C STAR AND K):**

- **Handle a horse safely and efficiently on the ground**

*Candidate to approach the horse from the shoulder and demonstrate a calm firm manner*

- **Demonstrate how to hold a horse for a veterinarian or farrier**

*Handler must stand on the same side as person working on horse.*

- **Lead a horse through a gateway, saddled and unsaddled**

*Horse should be lead straight through the gateway. Gate should be securely open so as not to swing closed on horse, Stirrups must be up*

- **Handle a horse's legs safely.**

*Candidate to pick up and hold the horse's front and back leg as if for shoeing*

- **Tie a horse up securely and safely.**

*Use a knot other than a quick release, e.g., bowline, round turn and two half hitches.*



**HORSE CARE (C STAR AND K):****Paddocking:**

*Explain how to do a regular check of a horse and paddock and know what to look for while doing this.*

*Candidate must*

- *recognise if the horse is exhibiting unusual behaviour.*
  - *check the paddock for any fence damage, unusual weeds, debris and excessive manure.*
  - *make sure water supply is clean and adequate.*
- **Explain how to care for and work a grass fed horse**  
*Recognise that pastures change in nutritional value with the seasons and that the horse may need to be supplemented with hay or hard feed at certain times, depending on its workload.*
  - **Recognise poisonous plants and weeds in candidate's local area.**  
*Candidate to name three poisonous plants or weeds from their area*

**Stabling:**

- **Explain how to care for the horse stabled for a short period of time**

*Candidate to*

- *recognise the importance of bulk feed and concentrates*
- *outline a stable routine, including mucking out and turning out*
- *describe different types of bedding and their care.*
- *Safety aspects of a stable*

**Feeding, Watering, and Conditioning:**

- **Tie hay net up correctly.**

*Candidate to*

- *tie up hay net so it is secure and will not be get too low and allow horse to get feet tangled when it is empty*
- *tie to something solid with a quick release knot*
- *turn net so the knot is underneath to prevent the horse untying it when eating*

- **Understand principles of feeding and watering.**

*Explain at least eight rules of feeding and how they affect the horse. Candidate must state that feed must be fed by weight not volume when working out a ration.*

- **Recognise good quality and poor quality hay.**

*Candidate should know about, the colour, smell and texture of each*

- **Recognise and name the following and explain their uses:—**

*Barley, bran, chaff, linseed, lucerne, oats, pellets, rice, molasses, and salt.*

*Candidate to be shown an example of each. They must identify it and state how and why it is fed*

- **Understand feeding in relation to the type of work the horse is doing.**  
*Candidate to have knowledge of feed in relation to work. As the workload increases so must the type of food the horse is fed. The type of feed is also related to the type of work the horse is asked to do.*
- **Outline a programme to bring a horse back in to work after a long spell.**  
*Candidate must know that this is done gradually and that the number of weeks required will depend on the level of fitness required for the activity, the level of fitness of the horse at the beginning, any underlying health issues. The feed increasing gradually as the workload increases. Should also include care of teeth, feet and drenching.*  
*Outline a programme to get a horse fit to compete in active competition*  
*Candidate to outline a programme for their chosen discipline e.g., eventing, campdrafting, games.*
- **Explain the importance of the warm up and cool down when exercising or training the horse**  
*Candidate to explain the importance of both for the horse's physical and mental well-being.*  
*Outline a programme to let a horse down prior to spelling*  
*Candidate to explain that this must be done gradually. Decrease feed and work and remove rugs gradually over a period. Attend to teeth, feet and worming.*

### **Grooming, Trimming, Clipping:**

- **Groom efficiently and effectively. Care of mane and tail.**  
*Candidate to demonstrate grooming routine including use of dandy brush, body brush and curry comb. Picking out the feet and brushing mane and tail*
- **Plait for competition**  
*Candidate to demonstrate how to plait one mane plait. Elastic bands may be used.*
- **Identify and name different types of clipping patterns and the reasons they are used**  
*Candidate to identify the following clips. Full, Belly, Trace, Hunting and Blanket*
- **Explain how to prepare a horse for clipping and how to care for it once it is clipped**  
*Candidate must know horse should be washed and dry prior to clipping. It should have extra rugs to make up for the hair removed.*

## Care of Feet and Shoeing:

- **Name and explain the function/use of the following farrier's tools .**

*Candidate*

- *to name and explain the use of the following tools; Hammer, buffer, rasp, drawing knife, pincers, hoof cutters and clencher.*
- *should also indicate the features of a horse shoe nail and how it would be used.*

- **Recognise and explain the features of a correctly shod foot**

*Candidate to*

- *explain the shoes on their own horse if shod, and if barefoot explain the reasons for and care*
- *understand that the shoe must fit the hoof, clenches should be even and not too low on the foot. Hoof should not be rasped excessively*

- **Explain how to take off a shoe naming the tools used at each step**

*Candidate to hold the horse's leg correctly and demonstrate, without actually removing the shoe, the stages of removing a shoe with the correct tool at each stage.*

- **Explain the structure of the horse's foot**

*Candidate to identify the following; heel, bulbs of heel, cleft and point of frog, bars, wall, toe and white line, and coronet band.*

## Transport of horses:

- **Explain what parts of the float or truck need regular maintenance.**

*Must include, brakes, lights, floor, ramp, tyres, hitch and ball, breeching bar or safety chain.*

- **Outline safety procedures that must be followed when loading and unloading a horse.**

*Candidate to explain the loading procedure and outline safety aspects to be observed. Including;*

- *horse must not be tied up while the ramp is being raised or lowered.*
- *the person raising or lowering the ramp to stand to the side not directly behind the ramp or horse.*
- *if travelling one horse it should be loaded on the high or right hand side of the float.*

- **Load and unload a quiet horse with assistance, paying particular attention to the safety of both horse and handler.**

*Candidate to demonstrate the above criteria when loading a quiet horse.*

## Health, Ailments, Injuries:

- **Produce their own practical veterinary kit and equipment for emergency use. Discuss how each item in the kit is used**

*Candidate to have a basic Horse First Aid Kit. Must include cotton wool, elastic bandages, scissors, antiseptic spray or cream. Some form of bandage pad or combine dressing such as gamgee.*

- **Demonstrate a bandage for injury.**

- **Describe when they would call a Veterinarian and what equipment they would have ready.**  
*Candidate should know the signs of a healthy horse so they can describe any symptoms to the Veterinarian.*
- **Discuss the normal temperature, pulse and respiration of a horse at rest.**  
*Candidate should know the three readings of a healthy horse at rest and how to take each*
- **Describe a healthy horse.**  
*Candidate must be able to describe a healthy horse, including eyes, alertness, condition, coat, legs, appetite. Type and quantity of manure.*
- **Describe the symptoms of a sick horse**  
*Candidate should be able to describe the opposite symptoms for each of the above healthy signs.*
- **Describe a horse in good and poor condition**  
*Candidate to recognise that condition relates to more than just a fat stomach. Coat, eyes and muscles are also important.*
- **Describe how to control worms, bots and other parasites both internally and externally**  
*Candidate must explain a worming programme depending on how their horse is kept and understand about paddock care such as harrowing, manure pick up and a paddock rotation.*
- **Describe the action of a lame horse.**  
*Candidate to explain that a lame horse does not move with a regular gait. In more severe cases it uses its head a neck to try and keep weight off the injured leg.*
- **Describe how to treat deep wounds and skin disorders.**  
*Candidate to explain how to apply pressure to a wound to stop bleeding. The candidate should have a knowledge of skin disorders such as mud fever, ring worm and greasy heel.*
- **Discuss vaccinations that a horse should have.**  
*Candidate to explain how and when they are given and must include tetanus and strangles and any regional ones of importance.*
- **Outline the care of a horse's teeth.**  
*Candidate to outline how often and why a horse's teeth need attention. Explain the symptoms a horse would show if its teeth need attention.*
- **Age a horse by its teeth up to eight years. Estimate the age after eight years.**  
*Candidate to tell the age of three different horses by their teeth.*
- **Knowledge of the treatment of: greasy heel, seedy toe, laminitis, cold, colic, strangles.**  
*Candidate to explain the treatment of the above including following veterinary advice.*

**SADDLERY AND EQUIPMENT:****• Fit the following correctly;**

- saddle
- snaffle bridle
- cavesson , hannovarian , dropped and grackle nosebands
- running martingale
- stockman's or hunting and elastic breastplates

*Candidates should know that checking the fit of a saddle should be done without a saddle blanket. They should recognise that the saddle must be clear of the wither and should not pinch the shoulder.*

*Candidate must demonstrate that the saddlery they are using fits their horse correctly and know how to fit the items described above.*

**• Identify and explain the function of bits in everyday use.**

*Candidate should identify and know the action of a single and double jointed snaffle, a half moon snaffle, a Dutch gag, a curb bit such as a Kimblewick or Pelham.*

**• Demonstrate or explain how to care for and clean saddlery, rugs, grooming equipment.**

*Candidate to*

- *explain how they care for their saddlery. Should include method of removing sweat and grime and a recognition of when it requires oiling.*
- *explain how to clean the rugs they use on their horse.*
- *produce their grooming kit and explain how to clean it*

**• Fit leg protection for exercise**

*Candidate to demonstrate how to*

- *fit front and back exercise boots and bell boots.*
- *apply and stitch an exercise bandage, must include a pad.*

**GENERAL KNOWLEDGE (C STAR AND K):****• Outline the structure of Pony Club at Club, Zone, State and National level.**

*Candidate to explain this structure.*

**OPTIONAL SUBJECTS:**

The Candidate must choose seven of the following subjects, a minimum of two from each Section, in which to become proficient. The chosen subjects must be notified to the “K” Co-ordinator and Work Sheets completed and signed by the relevant person.

**Section A:**

Note: Candidates in this section must show a balanced and secure seat appropriate to the selected option, and be in control of the horse at all times.

**• Showjumping:**

*The candidate must*

- *complete a minimum of three 90 cm courses*
- *be conversant with Pony Club, E.A. and F.E.I, rules of showjumping.*

**• Cross Country Riding:**

*The candidate must*

- *complete a minimum of two O.D.E's cross country courses at 90 cm*
- *be conversant with Pony Club, E.A. and F.E.I, rules of competition.*

**• Show of agility with the horse:**

*The candidate may choose their own activity and must*

- *show considerable ability, for example ride bareback at varied paces, vaulting, gymnastics on horseback, bareback jumping, etc.*

**• Tent Pegging:**

*The candidate must*

- *be able to show proficiency with the lance*
- *have taken part in a Tent Pegging competition*
- *know the rules of the competition.*

**• Stock Work / Campdrafting:**

*The candidate must*

- *have had extensive experience in handling mobs of sheep, cattle or horses, on horseback*
- *be able to use a stockwhip.*

*OR*

- *participate in at least three campdrafting competitions*
- *be conversant with ACA rules.*

**• Polo or Polocrosse:**

*The candidate must*

- *be able to show proficiency with a stick and ball*
- *have some game experience*
- *know the rules of the chosen game.*

**• Dressage:**

*The candidate must*

- *have reached E.A. Preliminary or equivalent Pony Club standard*
- *have competed in at least five tests and have gained at least 55% of the marks, under approved judges. (Eventing dressage is not acceptable.)*

- **Hunting:**  
*The candidate must*
  - *have taken part in at least three meets*
  - *know etiquette and customs.*
- **Mounted games:**  
*The candidate must*
  - *have competed in a team*
  - *be able to demonstrate vaulting*
  - *be conversant with the rules for chosen games.*
- **Any other approved ridden activity with the approval of the K Co-ordinator.**  
*For example, side saddle, tetrathlon, western, novelties/sporting events, etc. The candidate must:*
  - *be proficient at the activity chosen*
  - *be conversant with the rules for their chosen ridden activity.*

## Section B

- **Knots:**  
*The candidate must*
  - *demonstrate five knots and their uses in horse and stable management*
  - *splice a rope*
  - *backsplice or whip the end.*
- **Course Designing for Showjumping:**  
*The candidate must*
  - *have assisted a recognised Course Designer on at least three occasions. The account of the work to appear on the Work Sheets, and be signed by the Course Designer.*
  - *have assisted at Pony Club*
  - *be conversant with the rules which apply to course designing*
  - *have knowledge of distance and related fences etc*
  - *have an awareness of safety*
- **Course Designing for Cross Country:**  
*The candidate must*
  - *have assisted a recognised Course Designer on at least three occasions. The account of the work to appear on the Work Sheets, and be signed by the Course Designer.*
- **Leather Work:**  
*The candidate must*
  - *be able to cut out and stitch leather and do simple repairs*
  - *make a leather object*
- **Clipping:**  
*The candidate must*
  - *prepare and clip a horse*
  - *know the after care of the clipped horse*
  - *demonstrate use of clippers and the care thereof*
  - *know types of clip patterns and their application.*

- **Shoeing:**

*Candidate to provide the horse. Under supervision of a farrier the candidate must*

- *remove a shoe*
- *trim the foot*
- *refit a shoe.*

- **Lungeing:**

*The candidate must*

- *Know principles, benefits, and potential dangers of lungeing.*
- *Gloves, suitable footwear and an approved helmet to be worn.*

*Know correct equipment required for horse and handler.*

*Horse to be turned out as for presentation, with correct, well-fitting and well cared for equipment. Snaffle bridle to be used including reins correctly secured but no noseband.*

*Correctly fitted lunge cavesson with jowl strap and rings. Saddle, including stirrups correctly secured. Boots or bandages must be used. Lunge whip to be of the correct length and in good condition. Lunge rein to be of suitable length and thickness.*

*Understand safe practices to be adopted when lungeing. Demonstrate control of horse at walk, trot, and halt on command.*

*Candidate to:*

- *start horse off correctly*
- *demonstrate a warm up phase*
- *demonstrate the work session*
- *cool down.*

- **Float/Truck Maintenance:**

*The Candidate must be conversant with:*

- *tyre type and pressure (including spare), condition of bearings,*
- *condition of floor and ramp*
- *lights*
- *coupling/hitch*
- *be able to check braking system*
- *ventilation*
- *State towing rules.*

- **Any other approved, non-riding, horse related activity with the approval of the K Co-ordinator.**



## Section C

- **Endurance Riding:**
  - *The candidate must have trained a horse for, and ridden in, an training endurance ride of up to 80kms*
  - *know the rules for endurance riding*
  - *be responsible for the preparation, including feed programmes, training, and care of the horse both during and after the ride.*
- **Track Work:**

*The candidate must*

  - *ride a racehorse, or drive a trotter/pacer during track work*
  - *have acquired sufficient ability to be of use to the trainer. Note: The track work must be carried out under the direction of a licensed trainer.*
- **Carriage Driving / Harness:**

*The candidate must*

  - *harness a horse and vehicle*
  - *demonstrate driving skills*
  - *be able to care for harness and equipment*
  - *be familiar with safety requirements*
- **A Project:**

*The candidate must*

  - *complete a project on any subject involving horses, for example, pottery, painting, carpentry, history, etc.*
- **Breaking in:**

*The candidate must*

  - *assist a horse breaker at work. Although the candidate is not required to actually break in a horse, he/she must be able to give a clear picture of how this is carried out.*
- **Mare and Foal:**

*The candidate must have experience in*

  - *the care of a mare before and after foaling*
  - *the foal's first handling*
  - *the care of the foal for the first year.*
- **Showing:**

*The candidate must*

  - *prepare and present for the show ring for both led and ridden classes*
  - *have competed in a minimum of three official shows.*
- **First aid:**

*The candidate must*

  - *hold a current First Aid Certificate to appropriate State standard.*

- **Community Service:**

*Need not be with horses, for example, reading to the blind, mowing lawns for the elderly, assisting at Riding for the Disabled, etc.*

*The candidate must:*

- *participate in the activity for a period of at least six months*

- **Any youth orientated activity with the approval of the K Co-ordinator.**

*When the K Certificate is awarded, the options passed are to be recorded on the back of the Certificate.*

**BRONZE, SILVER AND GOLD ENDORSEMENTS:**

A candidate wishing to continue with K type work may do so by adding further options at a later date.

- ✓ One further option will be rewarded with a Bronze endorsement.
- ✓ Two further options, from two different sections with a Silver endorsement.
- ✓ Three further options from three different sections, a Gold endorsement.

*Note: One endorsement may be awarded for 80% or more being awarded for Work Sheet presentation.*

## CERTIFICATE REQUIREMENTS

### STANDARD C STAR

Minimum age of Candidate ... 14 years

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#### INTRODUCTION:

This is an alternative Certificate to the K Certificate which bridges the gap between C and B Certificates. Its purpose is to provide an incentive for members who, having achieved C, would value an interim test to check progress and maintain interest.

All work outlined in the Syllabus of Instruction must be covered in its entirety. Worksheets are designed to facilitate examining and put less pressure on the Candidate on the day of the Practical Test.

#### STANDARD C STAR CERTIFICATE GUIDELINES:

Candidates should be

- ✓ encouraged to ride in a snaffle bit wherever possible. If another bit is used, the candidate must know the name of the bit and understand its action.
  - ✓ able to demonstrate active riding skills at a fast pace.
  - ✓ developing a correct and more effective seat, independent of the hands and reins when viewed from the front, back and side.
  - ✓ riding the pony into a light, steady and even contact working towards accepting the bridle.
  - ✓ developing feel through the seat and should not have to look when checking diagonals or leading leg.
  - ✓ well established in the forward jumping position with a steady leg position and correct rein contact.
- 

#### PRE-REQUISITES:

D and C Certificates.

#### ASSESSOR:

Refer to section on Assessor on Page 3.

#### OBJECTIVES:

- ✓ To become an active rider with knowledge of the aids and how to apply them correctly and effectively.
- ✓ To ride simple cross country and showjumping fences.
- ✓ To gain practical experience and knowledge of the care and conditioning of the horse in preparation for a strenuous event.
- ✓ To have a thorough knowledge of the Road Rules for horses. To ride safely and sensibly on the roads and in the country.

**ASSESSMENT FORMAT:**

The test will be conducted in six sections:

- ✓ Worksheets – to be completed prior to practical testing.
- ✓ Presentation. Rider to be in full Pony Club competition Uniform. Horse to be plaited.
- ✓ Riding on the flat.
- ✓ Jumping.
- ✓ Lungeing.
- ✓ Horse handling, horse care and general knowledge.

Testing may include subjects covered in D, D\* and C Standard.

Candidates must have a degree of knowledge and competency in each element of every section of the Syllabus. Candidates must be found competent in all six sections, even if some supplementary work is necessary.

**WORK SHEETS:**

Worksheets are to be used in conjunction with the Pony Club Australia Syllabus of Instruction. All work outlined in the Syllabus of Instruction must be covered in its entirety. Worksheets are designed to facilitate examining and put less pressure on the Candidate on the day of the Practical Test.

**PRESENTATION:**

- ✓ Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.
- ✓ Horse and rider as for Pony Club competition (including plaiting).
- ✓ Gear to be clean and correctly fitted.
- ✓ Hooves, mane and tail to show evidence of regular care and attention.

**RIDING ON THE FLAT:**

- **Mount and dismount from either side. Vault optional.**  
*Using correct mounting procedure, Candidate to mount safely on both near and off side of the horse.*
- **Alter stirrup length on the move.**  
*With reins in one hand Candidate must alter the stirrup length. Foot to be kept in the stirrup at all times.*
- **Ride with reins in one hand.**  
*Demonstrate control of horse on both reins in walk, trot and canter. Reins may be held in either hand.*
- **Work with confidence without stirrups at trot and canter.**  
*Candidate to maintain a balanced position without stirrups at walk, trot and canter.*
- **Demonstrate correct position at walk, trot and canter, independent of the reins.**  
*Candidate to remain balanced in upright seat, without interfering with the horse's mouth.*

- **Sitting trot and rise on correct diagonal from sitting trot.**  
*Candidate to rise on the correct diagonal from sitting trot by feeling the footfalls, without looking down.*
- **Change diagonal smoothly.**  
*While changing trot diagonals the rider should not interfere with the horse's balance or rhythm.*
- **Recognise diagonal and leading leg by feel.**  
*Candidate to recognise the leading leg without looking down.*
- **Recognise that driving aids play a part in establishing and maintaining contact.**  
*Candidate must understand the concept of the forward driving aids, creating the energy that needs to be controlled by the rider with a soft steady rein aid. Thus establishing contact.*
- **Maintain a consistent contact through the reins. The horse must accept the contact at all paces.**  
*Candidate to demonstrate that they can maintain a consistent, steady feel with the horse's mouth. Horse does not need to show a shortening of the frame.*
- **Developing working trot and canter and rhythm at all paces.**  
*Candidate should understand the importance of rhythm for ongoing training. They should be able to demonstrate a steady rhythm and maintain it for short periods.*
- **Ride with accuracy, including performing transitions at markers.**  
*Candidate to recognise the importance of accuracy in riding figures and transitions. Know that it is the rider's body that should be in line with the marker when a movement or transition is performed.*
- **Walk, trot and canter a given number of strides.**  
*Candidate to be able to feel and count the strides at all paces. They must demonstrate intervals of 5 and 7 at both paces.*
- **Ride at a given pace, not exceeding 450 metres per minute, with horse staying calm throughout.**  
*Candidate to demonstrate riding at 220, 350, 400 and 450 metres per minute. Horse to remain in a balanced steady outline. Rider to remain in a balanced position.*

- **Know the aids for, and be able to carry out the following movements:**

- *Circles to 10 m at walk; 15 m at trot; and 20 m at canter.*
- *Serpentines.*
- *Lengthened strides at trot.*
- *Change of leg at canter through trot.*

*Candidate*

- *must explain the aids for a circle and demonstrate how to ride a 10m circle at walk, 15 m circle at trot and a 20m circle at canter in a 20 x 60m arena.*
- *to demonstrate how to ride a 3 loop serpentine in a 20m x 60m arena.*
- *to demonstrate a few lengthened strides at trot while maintaining balance and rhythm in the trot.*
- *to demonstrate a change of canter lead through trot. Maintaining rhythm and balance throughout*

- **Turn on the forehand - be able to show the beginnings of moving off the leg not necessarily from the halt.**

*Candidate to ride a turn on the forehand on both reins. Horse to remain calm and show definite walk strides.*

- **Correct use of a dressage whip.**

*Candidate:*

- *to hold the whip in either hand, depending on the rein the horse is travelling on - whip to be held across the thigh and used behind the leg as necessary.*
- *must change the whip from hand to hand without upsetting the horse's balance.*

- **Lead a horse from another horse while mounted at walk.**

*Candidate must*

- *ensure led horse is wearing a bridle*
- *hold the ridden horse's reins in the other hand*
- *led horse should have his head level with the rider's knee*
- *demonstrate leading in both directions*

## **JUMPING:**

- **Jump fences ranging in height from 70 cm to maximum height 85 cm ,**

- **Demonstrate an established and secure jumping position.**

*Candidate must stay in a balanced position between and over the fences.*

- **Demonstrate correct rein contact (including short and long releases)**

*Candidate to demonstrate an independence of the reins whilst in jumping position. Including the release over the fence.*

- **Ride correctly over trot poles and or cavaletti.**

*Candidate to maintain a steady rhythm in the approach and over the poles/cavaletti and to understand the benefits of the exercise.*

- **Walk the course, and ride various types of cross country fences.**  
*Candidates to walk and/or discuss the correct approach to riding a variety of fences including an uphill approach, downhill approach, drop fence, ditch and water obstacles and understand how terrain and weather conditions can effect cross country jumps and distances.*
- **Walk the course, and ride a showjumping course, including a combination.**  
*Candidate*
  - *to walk and analyze the course described in section one*
  - *must be able to jump a simple course of obstacles up to 85cm - course to include an upright and spread obstacle and a double combination*
  - *should be able to maintain a steady rhythm throughout.*

### **LUNGEING:**

- **Know reasons for lungeing**  
*Candidate to outline four reasons*
- **Lunge an experienced, quiet horse at walk and trot.**
- **Identify and use the correct equipment for lungeing for both horse and handler.**
  - *Fit gear correctly. Lungeing cavesson, lunge rein and whip must be used.*
  - *Candidate may use a lungeing roller, side reins not permitted.*
  - *horse has leg protection.*
- **State safety factors for both horse and handler.**  
*Candidate to*
  - *demonstrate correct use and control of lunge whip and rein at all times when lungeing and leading the horse.*
  - *recognise the need for a safe enclosed work area with sound footing*
  - *wear suitable footwear, approved helmet and gloves*
  - *control and handle the lunge rein*
  - *give clear and consistent commands.*
  - *control the horse on a large circle with even contact on the rein in both directions.*
  - *halt horse to command*
  - *work horse equally well in both directions.*

### **HORSE HANDLING (C STAR AND K):**

As per "K" certificate horse handling.

### **HORSE CARE (C STAR AND K):**

As per "K" certificate horse care.

### **GENERAL KNOWLEDGE (C STAR AND K):**

As per "K" certificate general knowledge.

## CERTIFICATE REQUIREMENTS

### STANDARD B

#### STANDARD B CERTIFICATE GUIDELINES

This certificate may be taken in two sections. The first section, Horsecare, can be done from the age of 15, prior to the practical riding, lungeing and jumping section.

Instructors and candidates must understand that there is a marked change of approach to instructing 'B' standard and what they endeavor to achieve by schooling the horse.

The Assessor should not expect perfection at this standard, however the candidate should understand what is being attempted. The candidate should have sufficient 'feel' to realise what is and what is not being achieved, and have an idea of how to set about improving the work.

The candidate must appreciate that the improvement in the horse's balance and performance is entirely dependent on the improvement in the rider's seat and the co-ordination of the aids. Automatically, with the strengthening of the rider's seat, will come an increase in ability to ride the horse up to steady contact to the bit. Through this the rider will come to influence the quality of the horse's movements. The ability to do this, even to a degree, is a basic requirement for this standard.

The candidate should be able to work and care for a fully stabled horse, and maintain its standard of training and health (i.e., for approximately one month period).

If the candidates was asked to look after a horse belonging to someone else they would be expected to maintain the horses standard of stable management, lunge the horse and ride the horse on the flat to maintain its level of fitness.

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#### ASSESSOR:

Refer to section on Assessors on Page 3.

#### ASSESSMENT FORMAT:

The test will be conducted in three sections:

- ✓ Worksheets – to be completed prior to practical testing
- ✓ Horse care, lungeing and general knowledge.
- ✓ Riding and jumping.

Questions may include any work in pre-requisite certificates. The Candidate must be found competent in all sections to gain the 'B' Certificate in Horse and Pony Care.



**THE CANDIDATE MUST HAVE EXPERIENCE IN:**

- ✓ Horse care.
- ✓ Flat work
- ✓ Jumping – including showjumping and cross country.
- ✓ Lungeing.
- ✓ Riding a variety of horses and an understanding of their schooling standard.
- ✓ Designing and building showjumping courses under qualified supervision (worksheet required).

**WORK SHEETS:**

Worksheets – to be completed prior to practical testing

**PRESENTATION:**

- ✓ For the Horse care test the horse must be presented for a led show class.
- ✓ For the Ridden test the horse must be presented as for a ridden show class.
- ✓ Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.

## HORSE CARE

Minimum age of Candidate ... 15 years

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### OBJECTIVES:

- ✓ To gain knowledge and practical experience of the care and conditioning of horses and to be able to look after a stabled horse.

### PRE-REQUISITES:

D, C, and either C\* or K Certificates.

### HORSE HANDLING:

Show safety and efficiency in all aspects of handling the horse.

### HORSE CARE:

#### Paddocking:

- **Understand the management of paddocks appropriate to their area.**  
*Candidate must understand*
  - *Noxious weeds and poisonous plants*
  - *Knowledge of suitable pasture*
  - *Pasture management – knowledge of harrowing, rotation, fertilizing*

#### Feeding, Watering, Conditioning:

- **Know types of feed and be able to assess value and quality.**
- **Candidate must understand the relationship of feed to the type of work the horse is doing.**  
*Candidate to have a basic knowledge of feed programs for their horse, feeding by weight of feed including*
  - *horse not in work*
  - *horse in light work (3-4 days per week)*
  - *horse in full competition work for all disciplines*
  - *rest day*
- **Be able to prepare a horse for strenuous work, for example, a Pony Club One Day Event.**
- **Care for the horse before, during and after strenuous work including knowledge of feed program on the day of competition.**

#### Grooming, Trimming, Clipping:

- **Groom efficiently and effectively to show ring standard.**
- **Care for the clipped horse and understand the different types of clip.**  
*Candidate to identify the following clips. Full, Belly, Trace, Hunting and Blanket*

### Care of Feet and Shoeing:

- **Understand the principles of shoeing and recognise a well shod horse.**
- **Know the parts of the foot and how they function.**

*Candidate to identify the following; heel, bulbs of heel, cleft and point of frog, bars, wall, toe, white line, coronet band and the bone structure.*

### Stabling:

- **Be able to care for the fully stabled horse.**

*The candidate should be able to work and care for a fully stabled horse and maintain its standard of training and health. If the candidate is asked to look after a horse belonging to someone else he/she would be expected to maintain the horses standard of stable management, lunge the horse and ride the horse on the flat to maintain its level of fitness. Candidate to:*

- *outline a stable routine*
- *describe different types of bedding and their care*
- *have knowledge of stable vices and their causes*
- *recognise signs of ill health.*

### Transport of horses:

- **Explain what parts of the Float or truck need regular maintenance.**

*Candidate to:*

- *have knowledge of maintenance of brakes, lights, floor, ramp, tyres, hitch and ball, breeching bar or safety chain.*
- *demonstrate appropriate rugging and horse protection*

### Health, Ailments, Injuries:

- **Take temperature, pulse and respiration.**
- **Know how to care for the horse's teeth and recognise potential problems.**
- **Ageing of horse by the teeth up to 8 years.**
- **Knowledge of internal and external parasites. Administer a worm paste.**

*Candidate to know the life cycles of large and small strongyles, bots, ascarids, tape worm and pin worms.*

*Recognise and treat lice, ringworm, ticks, onchacerca.*

- **Be able to recognise, know the cause of, and where applicable, treat the following:**

- *Azoturia*
- *Heat stress / dehydration*
- *Hoof abscess*
- *Stomach ulcers*

- **Be able to administer first aid to the horse.**

*Candidates must be able to apply a pressure bandage and figure of eight bandage.*

- **Know when to call the Veterinarian and be able to carry out prescribed treatment of wounds, ailments and lameness.**

**KNOW THE HORSE:**

- **Recognise good and poor conformation of the horse and the effect of this on soundness and action.**

*Describe conformation faults that affect a horse's performance and longevity.*

*The candidate must be able to discuss the following unsoundness and blemishes, both hereditary and acquired.*

- |                     |                         |
|---------------------|-------------------------|
| ▪ Bog spavin        | ▪ Roaring and whistling |
| ▪ Bone spavin       | ▪ Sidebone              |
| ▪ Broken wind       | ▪ Splints               |
| ▪ Curb              | ▪ Tendon problems       |
| ▪ Navicular disease | ▪ Thoroughpin           |
| ▪ Ringbone          | ▪ Windgalls             |

**SADDLERY AND EQUIPMENT:**

- **Bandage for exercise, competition and travel.**

*Candidate to demonstrate the bandages described above.*

- **Fit saddlery correctly.**

- **Know the five groups of bits/bridles and their action.**

*Snaffle, pelham, double, gag, bitless.*

- **Be familiar with biting allowed for Pony Club competitions.**

*Candidates to know what bits are permitted for dressage, mounted games and jumping.*

- **Understand the care, cleaning and storage of equipment.**

**LUNGEING:**

- **Know principles, benefits, and potential dangers of lungeing.**

*Gloves, suitable footwear and an approved helmet to be worn.*

- **Know correct equipment required for horse and handler.**

*Horse to be turned out as for presentation, with correct, well fitting and well cared for equipment. Snaffle bridle to be used including reins correctly secured but no noseband. Correctly fitted lunge cavesson with jowl strap and rings. Saddle, including stirrups correctly secured. (Suitable roller may be used instead of the saddle when design/type does not allow for correct positioning of the side reins.) Side reins correctly secured, may be solid or have elastic inserts. Candidate must have knowledge and reasons for both. Boots or bandages must be used. Lunge whip to be of the correct length and in good condition. Lunge rein to be of suitable length and thickness.*

- **Understand safe practices to be adopted when lungeing.**

*Demonstrate control of horse at walk, trot, canter and show a few lengthened strides of trot.*

*Candidate to:*

- start horse off correctly
- demonstrate a warm up phase without side reins
- demonstrate the work session with side reins correctly attached
- cool down without side reins.

**GENERAL KNOWLEDGE:**

- **Racing.**
- **Hunting.**
- **Famous horses and horse people.**
- **Our Olympic Equestrian record and teams in an Olympic year.**
- **Topical and local horse events.**
- **Pony Club structure, State and National.**

**STANDARD B RIDING**

Minimum age of Candidate ... 16 years

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**OBJECTIVES:**

- ✓ To become a competent, all-round rider, who knows the reasons for what he/she is doing and is able to assess results.
- ✓ The candidate should be reasonably proficient at the sitting trot. The candidate must appreciate what effect the sitting trot has on the movement of the horse. It is permissible to hold the pommel to correct the position in the trot. The rider's position at sitting trot must not adversely affect the horse's balance, rhythm, tempo and acceptance of contact.
- ✓ To ride over different types of fences at specified paces.
- ✓ To be capable of riding and jumping their own horse, and assessing its performance.
- ✓ To be capable of joining in any suitable Pony Club activities of interest to the rider, for example, eventing, hunting, trekking, gymkhanas, etc., and looking after the horse before, during and after the day's activity.
- ✓ To ride intelligently and with due regard for others on the roads.

**RESTRICTED JUMPING 'B' STANDARD CERTIFICATE:**

The Candidate may obtain a 'B' standard certificate with restricted jumping, but must jump a horse over a minimum of 0.60 m and a maximum height of 0.85 m and be able to ride across country, including up and down steep terrain. It is necessary for the Candidate to demonstrate proficiency in flat riding.

**PRE-REQUISITES:**

D, C, and either C\* or K Certificates plus B Certificate Horse Care.

**ASSESSMENT FORMAT:**

The test will be conducted in four sections:

- ✓ Worksheets – to be completed prior to practical testing
- ✓ Presentation.
- ✓ Riding on the flat.
- ✓ Jumping.

Questions may include any work in pre-requisite certificates. The Candidate must pass all sections to gain the 'B' Certificate.

**RIDING ON THE FLAT:**

- Position at all paces becoming well-established and showing some depth, enabling the rider to apply aids smoothly and accurately.
- Understand the importance of warming up and demonstrate same.
- Assess what is and what is not being achieved with the horse.
- Improved knowledge of the horse's footfalls.
- Recognise and understand the horse's movement including faults.
- Explain the following:
  - Rhythm and tempo
  - 'Accepting the bit' and 'being on the bit'
  - Straightness.
  - Impulsion
- Ride the following movements and explain the aids for (to be ridden in a 20 x 60 m arena):
  - Medium walk and free walk on a long rein.
  - Working trot and canter.
  - Lengthened strides at trot and canter – must cover more ground – including across the diagonal and on a circle.
  - Halt.
  - Circles to 10 m. at walk and trot and 15 m. at canter.
  - Serpentine at trot.
  - Walk-canter transition
  - Counter canter – 2 m loop off the long side.
  - Change the canter lead through trot and walk,
  - Ride and explain the turn on the forehand including the horse's outline and correct placement of the feet.
  - Ride and explain the leg yield including the horse's outline and correct placement of the feet – to be shown on a circle and from the quarter line to the long side.
  - Knowledge of P.C.A., E.A. and F.E.I, dressage rules.
  - Traffic rules in the arena and general etiquette.

**JUMPING:**

Maximum height of fences 1 m., minimum height of fences, 0.85 m.

- Show a balanced jumping position with steady lower leg and independent hands.
- Jump a variety of fences and combinations, demonstrating balance, tempo, line and rhythm in showjumping and cross country.
- Understand and show use of poles and/or caveletti and grids including trot and canter exercises to improve the horse's jumping.
- Land on the correct lead after jumping a fence. Candidate should recognise when they need to rebalance and correct canter lead.
- Candidate to show an ability to retain a balanced position over fences on varied terrain including drop fences, banks and ditches.
- Demonstrate a sense of striding and know approximate length of own horse's stride.
- Show lengthening and shortening of the canter stride and understand the application of this when riding related lines.
- Know how to deal with disobedient horses (i.e. those that stop, run-out, rush etc.), including correct use of the whip, and show understanding of the reasons for the disobedience.
- Demonstrate knowledge of pace, riding at 350, 400 and 450 metres per minute.
- Be able to build simple schooling fences and combinations.
- Plan a simple showjumping course.
- Walk and discuss a jumping course, both showjumping and cross country.
- Know P.C.A., EA and F.E.I., Showjumping and Horse Trials rules.

**ASSESSMENT OF DIFFERENT HORSES:**

Ride and assess different horses and be able to give accurate feedback using correct terminology. The horses provided to be well mannered, known to the Assessor and suitable for the task.



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## CERTIFICATE REQUIREMENTS

### STANDARD H

Minimum age of Candidate ... 17 years

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#### STANDARD H CERTIFICATE GUIDELINES:

The H Certificate is a horsemastership test. The Syllabus centers on this aspect of work so that it is suited to the non-rider as well as the rider. Three years in Pony Club must be allowed for preparation. It is intended to afford keen Associate Members a worthwhile certificate for efficiency in horse management.

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#### PRE-REQUISITES:

As the "H" certificate has no pre-requisites, recognition of prior learning will be acknowledged for candidates who have completed previous certificates. Worksheets must be presented.

#### ASSESSOR:

As appointed by the State Coordinator. See Page 3.

#### OBJECTIVES:

- ✓ To gain wide knowledge in the care and conditioning of horses and to be capable of taking charge of horses, either stabled or at grass.

#### ASSESSMENT FORMAT:

The Test will be conducted in six sections

- ✓ Worksheets – to be completed prior to practical testing
- ✓ Major Written Project.
- ✓ Presentation for the show ring.
- ✓ Lungeing.
- ✓ Breaking in.
- ✓ Horsemastership and general knowledge.

The Candidate must be found competent in all sections to gain the H Certificate.

#### THE CANDIDATE MUST HAVE EXPERIENCE IN AND COMPLETE WORKSHEETS FOR:

- Horse care, including shoeing and veterinary experience.
- Pony Club service.
- Lungeing.
- Breaking and schooling a young horse.
- Breeds and registration requirements.
- Designs for yards and stables.

**MAJOR WRITTEN PROJECT:**

This can be a subject of the Candidate's own choice, which must relate to horses and be approved by the State Coordinator.

Full use of reference books is allowed. The names of reference books to be listed.

The project to be of approximately 3000 words.

**PRESENTATION:**

- Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.
- For the horse care test the horse must be presented for showing.
- The Candidate must stipulate the breed of the horse and the reason for the type of presentation.
- If the horse is not plaited, plaiting and trimming must be demonstrated.

**LUNGEING:**

- **Candidate to give a verbal assessment of performance in each area.**
- **Know principles and benefits of lungeing.**  
*Candidate to have depth of knowledge of lungeng for various purposes and to demonstrate their ability to assess the horse correctly and be able to produce effective changes/improvements.*
- **Know correct equipment required for horse and handler.**  
*Horse to be turned out as for presentation, with correct, well-fitting and well cared for equipment. Snaffle bridle to be used including reins correctly secured but no noseband. Correctly fitting lunge cavesson with jowl strap and rings. Saddle, including stirrups correctly secured. (Suitable roller may be used instead of the saddle when design/type does not allow for correct positioning of the side reins.) Side reins correctly secured, may be solid or have elastic inserts. Candidate must have knowledge and reasons for both. Boots or bandages must be used. Lunge whip to be of the correct length and in good condition. Lunge rein to be of suitable length and thickness.*
- **Teach a horse to lunge and obey the voice.**  
*Candidate to show competent use of the lunge rein and effective use of the whip. Candidate to show the ability to start the horse off correctly, using the butt of the whip at the shoulder, with the horse yielding forward and away. Candidate must recognise when the horse is falling in or out, lacking rhythm, activity, running or on the forehand. Candidate to recognise when the horse is working correctly.*
- **Control of the horse at walk, trot and canter.**  
*Candidate to show control of line, rhythm and tempo, and size of circle. Candidate to use transitions within the pace and from one pace to another, using all three paces.*

- **Show medium trot and working canter.**

*Candidate to show ability to increase/decrease the size of the circle and to be able to work consistently on a 15-20 metre circle. Medium trot, both on the circle and on a straight line, maintaining contact and handler position.*

*Candidate to show a correct warmup routine on both reins before attaching side reins or ancillary equipment. Candidate to demonstrate the correct fitting of side reins with the horses nose in front of the vertical. Horse to show correct acceptance of contact, inside rein soft with consistent contact on outside rein.*

- *demonstrate an established acceptance of contact*
- *transitions within the pace and from one to another*
- *be able to change the frame of the horse to show more engagement.*

- **Knowledge and use of other ancillary equipment (if used) and justification for the use of same.**

### **Recommended Reading**

- Allen Photographic Guide – All About Lungeing
- The Art of Lungeing – Sylvia Stanier (revised 1993)
- Lungeing the Horse and Rider – Sheila Inderwick.

### **LONG REINING:**

The horse must be lungeing and working correctly in side reins on both reins at all three paces before introducing long reining.

Only a specialist in this area can coach and examine these candidates (contact state ABH coordinator for a list of approved coaches).

- In this section it is expected that the candidate will demonstrate a good understanding of the reasons for long-reining; the steps and equipment which may be used when starting off a young horse; a very sound knowledge of the safety issues which must be observed and be able to demonstrate a competent technique.
- The candidate must be questioned on the process involved when starting off a young horse, and have a sound understanding of the steps involved when introducing basic long reining equipment; the saddle; the roller; the rein and bit.
- It should be understood that by the time candidates present for this Assessment, they should be familiar with working the two reins and with the second rein being around the hind quarters or across the horses back.
- The candidates should be questioned about how they familiarised their horse to the outside rein and what precautions have been taken.
- When presenting for this section, it is understood that the long reins be positioned or attached using the bit and that attaching them to the cavesson is appropriate for the earlier stages of training.
- The candidates will be provided with a safe, enclosed arena of a suitable size and surface on which to work. Candidate to be asked questions regarding the arena etc.

- **Correct gear**
  - *to present in a snaffle bridle with either a noseband or lungeing cavesson – reins removed*
  - *to present with a roller with several levels of rings, and roller pad*
  - *long reins to be approximately 10 m long and must slide easily through the rings*
  - *horse must have bandages or boots without buckles on all four legs – may use overreach boots*
  - *rider presentation as for lungeing (boots with suitable tread).*
- **Demonstrating lungeing with two reins on a circle (see recommended reading/videos).**
  - *to show use of two reins at all paces on the circle on both reins.*
  - *demonstrate the accepted rein positions, at least two must be shown*
  - *to be able to discuss starting the young horse and include knowledge of introducing long reining to the young horse (the horse must lunge well), mouthing, breeching strap and two reins safely.*
  - *Candidate may use an assistant if required*

### **Recommended Reading**

- Allen Photographic Guide – All About Long Reining
- The Art of Long Reining – Sylvia Stanier (revised 1995)
- Doppel Longe Long-Reining (video)

### **BREAKING-IN:**

*The Candidate must have assisted a horse breaker throughout the breaking in of a horse including halter breaking, tying up.*

- **General handling of foals and weanlings.**

*The Candidate is not required to break-in a horse. He/she must be able to give a clear picture of how the breaking-in is carried out.*

*If the Candidate has broken-in a horse this should be described.*

*The work must be carried out in a safe enclosed area of suitable size.*

### **HORSEMASTERSHIP:**

#### **Paddocking**

- **Management of a number of horses at grass. Understand water, feed, fencing etc.**
- **Assess the quality of pasture in a paddock.**
- **Basic knowledge of pasture management and the use of fertilisers, harrowing, topping, weed control and rotation.**
- **Know which weeds/plants are dangerous to horses.**

#### **Feeding, Watering, Conditioning.**

- **Knowledge of the horse's digestive system.**

*Peculiarities including*

  - *stomach capacity*
  - *large and small intestine*
  - *grazing habits*

- **Understanding of feed requirements.**
  - *types*
  - *qualities*
  - *purchasing*
  - *methods of feeding*
  - *carbohydrates*
  - *protein*
  - *fats*
  - *fibre*
  - *minerals and vitamins including calcium/phosphorous ratio*
- **Feeding and conditioning programmes for different types of horses for specified work. For example: One Day Event, Endurance Riding, Pony Club Camp, horse returning after a spell etc.**
- **Care of horse before, during and after strenuous work.**

### Handling Horses

- **Demonstrate safe practice.**  
*The candidate will be observed throughout the exam with their own horse while at the venue.*
- **Use of twitch, knee hobbles, and other methods of restraint.**  
*Apply a twitch and knee hobbles.*
- **Lead a horse in hand on near and off side for showing and veterinary inspection.**

### Grooming, Trimming, Clipping.

- **Know when, why, and how to wash a horse's sheath.**
- **Pull a mane and tail. Describe how to hog a mane.**
- **How to clip.**
  - *various types of clips and benefits of each.*
  - *care of the clipped horse*
  - *care of the clipping machine before, during and after use.*

### Care of the foot, and shoeing

- **Knowledge of the horses foot.**
  - *describe the structure of the foot*
  - *recognise changes in the foot and the likely cause, i.e. neglect, poor shoeing, disease.*
- **Knowledge of corrective shoeing.**
  - *reasons and application of, for example, feather edged shoes, grass tips, bar shoes and pads.*
- **Use of screw-in studs and care of same.**
- **Remove a shoe, trim the foot and refit a shoe under supervision of a farrier. Candidate to provide the horse.**  
*Worksheets to be signed.*

## Stabling

*Knowledge of stable complex design including*

- *dimensions, materials, ventilation and drainage*
- *fire precautions in stables*
- *siting of and building a manure heap*
- *different types of bedding and preparation of stable bed*
- *storage of bedding, hay, and hard feed*
- *construction and use of yards.*

- **Stable routine for horses in work.**
- **Be able to deal with a cast horse, with assistance.**
- **Vices and bad habits of stabled horses.**
  - *windsucking, weaving, crib biting*
  - *biting, kicking,*

## Transport of horses

- **Preparation for travelling horses by road, air or sea.**
  - *State border, international requirements and travel documentation*
  - *adjustment of feed and exercise*
  - *rugging*
  - *protective equipment*
  - *monitor for travel sickness and dehydration during and after the trip*
  - *introduction of feed and work after a lengthy trip*
- **Loading and unloading.**
  - *demonstrate loading their own horse*
  - *discuss methods of loading difficult horses.*
- **Float maintenance.**
  - *tyre type and pressure (including spare), condition of bearings,*
  - *condition of floor and ramp*
  - *lights*
  - *coupling/hitch*
  - *be able to check braking system*
  - *ventilation*
- **State licensing requirements for vehicles towing horse floats.**

## Health, Ailments and Injuries

- **Take temperature, pulse and respiration.**
- **Knowledge of internal and external parasites. Administer a worm paste.**

*Know the life cycles of large and small strongyles, bots, ascarids, tape worm and pin worms.*

*Recognise and treat lice, ringworm, ticks, onchacerca.*

- **Be able to recognise, know the cause of, and where applicable, treat the following:**
  - Azoturia
  - Colds
  - Corns
  - Fistula
  - Greasy heel
  - Heat stress / dehydration
  - Hoof abscess
  - Laminitis
  - Pharyngitis
  - Quittor
  - Rain scald
  - Seedy toe
  - Stomach ulcers
  - Strangles
  - Tetanus
- **Be able to administer first aid to the horse.**

*Candidates must be able to apply a pressure bandage and figure of eight bandage.*
- **Know when to call the Veterinarian and describe the horses symptoms using temperature, pulse and respiration.**
  - *carry out prescribed treatment of wounds, ailments and lameness.*
  - *know how to administer medication, including intramuscular injections.*
- **Dehydration - symptoms, prevention and treatment.**

## **KNOW THE HORSE.**

- **Know how to care for the horse's teeth and recognise potential problems. For example, undershot and overshot jaw.**
- **Ageing of horse by the teeth.**

*The candidate must be able to discuss the following unsoundness and blemishes, both hereditary and acquired.*

  - Bog spavin
  - Bone spavin
  - Broken wind
  - Curb
  - Navicular disease
  - Ringbone
  - Roaring and whistling
  - Sidebone
  - Splints
  - Tendon problems
  - Thoroughpin
  - Windgalls
- **The horse's structure and anatomy.**
  - *describe how poor conformation and bad action can affect a horse's soundness and usefulness.*
  - *unsoundness and blemishes, hereditary and acquired.*
- **Buying and selling a horse, including documentation awareness.**

## SADDLERY AND EQUIPMENT

- Recognise different types of saddles.
- Recognise a broken tree.
- Know the principles of biting and the fit, action and use of different bits.
- Care, maintenance, and fitting of all types of saddlery and equipment in common use.
- Use of various covers, rugs and sheets.
- Protective equipment, bandages, boots, kneecaps, hock boots, tail and poll guards.
- Organisation of tack room and veterinary cabinet.
- Stitch leather and splice rope.
- Demonstrate five knots and their uses.

## BREEDING AND CARE OF THE YOUNG HORSE.

- Breeding procedures and stud management.
  - *service*
  - *period of gestation*
  - *birth*
  - *first handling*
  - *weaning of the foal*
  - *health and condition of the growing horse*

## GENERAL KNOWLEDGE:

- Pony Club structure, State and National.
- Know the most important races in Australia.
  - *harness*
  - *flat*
  - *steeplechase*
- Hunting etiquette.
- Famous horses and people.
- Topical equestrian events.
  - *Olympic games*
  - *World Championships*



## CERTIFICATE REQUIREMENTS

### STANDARD A

Minimum age of Candidate ... 17 years

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#### A CERTIFICATE CANDIDATE GUIDELINES

##### Preparation:

The preparation for the 'A' test should be progressive and continuous. It is an exam for the serious and dedicated riders who are prepared to devote thought, time and effort to improving their riding and knowledge of training a young horse. The years between 'B' and 'A' Certificate must be spent in conscious preparation. Intense or 'crash' courses seldom result in success.

##### To achieve the 'A' Certificate, candidates must:

- apply knowledge, both in the stables and on the horse.  
*Knowledge alone is not enough. The Assessor must be satisfied that the candidate has had practical experience in the given tasks.*
- have a genuine quest for knowledge and a desire to understand the reasons behind what they do.
- have a well-established balanced riding position
- apply correct aids in a precise way.
- develop the ability to put actions into words, thereby possessing the ability for self-assessment.

#### A CERTIFICATE GENERAL GUIDELINES:

The Candidate must present for the test on a horse suitable for this level (qualifying Rally attendance conditions apply). It is impossible for Assessor to judge the ability of any 'A' Candidate should they not have a mount capable of demonstrating all requirements.

##### *Candidates will be*

- *examined riding experienced and 'green' horses on the flat*
- *asked to assess each horse and the ongoing training programme should be discussed.*

The A test is the highest award of the Pony Club and provides a comprehensive Assessment in horsemanship and horsemastership for well trained and experienced Associate members.

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#### PRE-REQUISITES:

D, C, C\* or K, and B Certificates.

#### ASSESSOR/S:

As appointed by the State Coordinator. See Page 3.

**OBJECTIVES:**

- ✓ to become an educated horseman/horsewoman, able to ride with confidence and style on the flat and over fences
- ✓ to understand the principles of training, including young horses, and be able to put these principles into practice
- ✓ to be capable of riding and jumping horses of all temperaments and stages of training and of assessing a horse's potential and how it could be schooled to improve ride and performance
- ✓ to gain wide knowledge of the care and conditioning of horses
- ✓ to have a sound knowledge of the organisation and running of Pony Club Australia and the Candidate's own State Association
- ✓ knowledge of other societies and organisations connected with horses

**ASSESSMENT FORMAT:**

The Test will be conducted in six sections:

- ✓ Worksheets – to be completed prior to practical testing .
- ✓ Presentation.
- ✓ Riding on the flat.
- ✓ Jumping.
- ✓ Lungeing.
- ✓ Horsemastership and general knowledge.

Questions may include any work in pre-requisite certificates.

The Candidate must be found competent in all sections to gain an A Certificate.

**THE CANDIDATE MUST HAVE EXPERIENCE IN AND COMPLETE WORKSHEETS FOR:**

- Horse care including shoeing and veterinary.
- Pony Club service.
- Riding a variety of horses.
- Lungeing.
- Course designing and building.
- Breaking and schooling a young horse. Know the principles of handling, lungeing, backing and riding young horses.
- Instructing/coaching.
- Judging experience.
- Breeds and registration requirements—minimum of three breeds.
- Designing yards and stables.

**Note:** Work Sheets to be completed verifying experience in the above categories. Work Sheets are available from your State office which outlines the criteria for each of the above sections. These Work Sheets and must be completed and submitted.

**PRESENTATION:**

On the day of the practical test, the horse and rider must be well presented.

Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.

*The following points should be noted.*

- *horse to be well groomed, plaited, well shod and conditioned*
- *saddlery must fit correctly and be well maintained*

**RIDING ON THE FLAT:**

- **Show correct paces with the horse on the bit and working towards collection.**
- **Must be able to perform and explain the aids for each of the following movements:**
  - *Medium trot and canter*
  - *Half pirouette at walk*
  - *Simple change of leg*
  - *Counter canter*
  - *Rein back*
  - *Shoulder-in at trot*

*Candidate to give feedback using correct and appropriate terminology.*

*The candidate must:*

- *show an established position and be able to maintain the correct position while applying the aids. Position to be consistent and correct on both reins with an effective lower leg.*
- *have a sound knowledge of training terms, e.g. impulsion, on the bit, etc., and of the stages of training.*
- *be able to change the horse's frame, outline and length of stride and maintain his balance throughout all work.*
- *assess the way the horse is working and recognise when the horse is out of balance and be able to improve it.*
- *use simple exercises/school figures, to show horse is willing to move away from the leg, accept driving and restraining aids, and control line of travel and straightness in the horse.*
- *show good use of allocated area and understanding of exercises and school figures appropriate to the horse's level of training and performance on the day.*
- *encourage the horse to work with a softer, rounder back.*
- *be able to improve and change the horse.*
- *demonstrate/have knowledge of exercises to improve the rider's position.*
- *be able to give feedback using correct and appropriate terminology.*

- **There should be some discussion on whether the rider has trained the horse, and how long the combination has been together.**

*The horse must:*

- *be forward, active and show relaxation*
- *be consistent in rhythm and tempo in all paces with an even acceptance of the bridle on both reins*
- *show consistent rhythm and tempo at all paces*
- *be forward and obedient in transitions both within the pace and from one pace to another*
- *show correct flexion and bend*

- **Candidate must have knowledge of half pass, travers and renvers and be able to discuss these movements.**

*Candidate must be able to discuss these movements.*

- **Fit and ride in a double bridle.**

- *The candidate must be able to correctly fit a double bridle, and know types of bridoons and curbs. Candidate to demonstrate a good knowledge of the action of and reasons for using a double bridle.*
- *When demonstrating the use of the double bridle, the horse used may be the candidate's own horse. If the horse is not currently working to that level a suitable horse must be provided, working at the standard required.*

## **JUMPING:**

- **Maximum height of fences 1.10 m and minimum height of fences 1.00 m. Candidate to ride a course of minimum nine jumps, including combinations, changes of direction, related fences and a mixture of straight and spread fences.**

- **Show a well-established, correct and adaptable jumping position over show jumps and cross country fences.**

*Candidate to show a well-established, adaptable and balanced position. Candidate must be looking to line with good eye contact, soft elbows and hands, following but not restricting contact and a very established lower leg position. Turns and transitions must be ridden correctly.*

- **Control of the horse's pace and stride.**

*Horse to be working in a relaxed and correct frame with activity, rhythm, tempo, consistent contact and control of line. Horse to be working through the paces showing correct transitions, straightness and correct bend and flexion through all work.*

*Candidate to be asked to show landing on a specified leading leg. Flying changes should be automatic. Candidate to demonstrate pace work.*

- **Have a sound knowledge of the use of gymnastic exercises to improve a horse's jumping.**

*Candidate to understand the use of trot and canter poles to help establish rhythm.*

*Candidate to be able to set up gymnastic exercises for use at trot and canter and to demonstrate knowledge of gymnastic training programmes, with exercises for educating, schooling, correcting problems and improving the horses techniques at all levels.*

- **Build schooling fences.**  
*Candidate to show knowledge of distances and understanding of the length of a horse's non-jumping stride.*
- **Jump Cross Country Fences**  
*Show balance and control over a variety of cross country fences and terrain. Candidate to be able to demonstrate riding banks, ditches, water, apex and arrow head fences.*
- **Assess the horse's present performance, potential, and how it could be improved.**
- **Knowledge of P.C.A., E.F.A. and F.E.I, Showjumping and Horse Trials rules.**

#### **ASSESSMENT OF DIFFERENT HORSES:**

- **The Candidate will be tested on different horses, both on the flat and over a few small training fences.**  
*The horses supplied for the candidate to ride, must be well known and approved by the Assessor, prior to the Assessment.*

*Candidate will be given 10 – 20 minutes to ride and assess the horse in all paces followed by discussion and questioning by the Assessor. The candidate should be able to ride the horse quietly, without upsetting the balance.*

*The candidate must*

- *approach the horse with a knowledgeable and visual assessment of the horse and gear. Candidate to demonstrate ability to assess relevant information regarding the horse before riding, i.e., tolerance to whip and spurs, level of education, mount correctly, acceptance of aids, horses response to new surroundings. It is suggested that one horse be of Preliminary / Novice level, one of Elementary and the other Medium level. It is important that this section is conducted in a safe, approved and enclosed area.*
- *give an accurate assessment of the horse's level of education and improvements which could be made.*

#### **LUNGEING:**

As per "H" certificate lungeing.

#### **LONG REINING:**

As per "H" certificate long reining.

#### **HORSE HANDLING:**

As per "H" certificate horse handling.

#### **HORSE CARE:**

As per "H" certificate horse care plus:

#### **GENERAL KNOWLEDGE:**

As per "H" certificate general knowledge.