

Overseas Centre Membership



The Pony Club is a Member Body of the British Equestrian Federation and has over 85 years of experience, knowledge and history that we use to assist all of our Pony Club Branches and Centres.

The Centre Membership scheme was introduced in 1998 to allow children who do not own their own pony, or have any transport for that pony, to take part in Pony Club activities through their local riding school. We now have over 500 riding schools and equestrian centres throughout the United Kingdom and Overseas offering Pony Club activities.

We have overseas Centres in Singapore, Dubai, Abu Dhabi, Austria, Jamaica, Cayman Islands, Sudan, Saudi Arabia, Switzerland and Trinidad and Tobago.

There is an initial affiliation cost of £100 for the overseas riding establishment to become linked to The Pony Club. This covers the initial set up administration including a start up folder (we do try to email as much as possible to you), affiliation to the scheme, regular bulletin mailings, listing on our website and one free copy of the yearbook every year.

Each potential member joins - £10 per person, per year. Membership is open to anyone under 25 years of age and includes a Member's badge.

Pre-requisites

In the UK, the essential items are the riding school licence, public liability insurance, enhanced disclosure checks and safeguarding courses for members of staff who will be coaching and supervising the pony club members independently. All our overseas Linked Centres have different systems in place depending on the country they are based. It is important that these are up to date for their country and the evidence is provided to the Pony Club as part of the application process. All overseas establishments interested go through a simple approval system. It is difficult to visit Overseas Pony Club Linked Centres annually. However, if a Pony Club representative/ centre committee member is in the area they may request to visit your centre. Previous experience with Pony Club is an advantage.

Coaches

It is preferable that there is a minimum of BHSAI qualified staff (**or equivalent**) however experience is always taken into account and certainly not ignored. Every year in the UK we run Coaching Conferences and various coach training courses across the country (all listed on the Training pages of the Pony Club website) so if anyone is able to attend those if they happen to be in the UK then that would be ideal.

It is vital to insure that your coaches and staff who will be working with Pony Club Members are up to date with their first aid and also safeguarding and child protection for the country where they are working.

Please complete the details overleaf to start the set up process

INFORMATION REQUIRED AT THIS STAGE

Please provide as much detail as possible

Equestrian Centre Details:

Name of Equestrian Centre: _____

Proprietor/Owner: _____

Contact person for Pony Club communication:

Address: _____

Country: _____

Please indicate if you have an alternative postal address:

Telephone number: _____

Email: _____

Web address: _____

It would be helpful if you could provide a summary of how long the riding centre has been established and the activities that you run on a regular basis, particularly for young riders.

The pre-requisites over the page are required for any riding centre in the UK wanting to link with The Pony Club.

We understand that all countries will be different and have varying regulations and licensing requirements in place. Please complete the sections as thoroughly as possible, providing copies where required.

Riding Establishment license:

In the UK, riding schools and equestrian centres providing riding lessons to clients have to have a license provided by their local authority to offer this service.

- Does your country have a licensing system for running a riding school or providing horses /ponies for hire or keeping large animals? (please circle) **Y or N**

If Y, copy supplied: Expiry Date: _____ **Not required in this country**

Insurance:

- Do you have Public Liability and Employers insurance for providing paid for lessons and horse riding to external clients? **Y or N**

If Y, copies supplied: Expiry Date: _____ **Not required in this country**

First Aid:

- Do you have qualified or trained first aiders on site? **Y N**
- Please indicate below who the qualified first aiders are below and provide photocopy evidence of their certification.

- If it is not a requirement in your country for first aiders to be present on site, please provide details and evidence of a health and safety plan for staff and clients to insure that incidents or injuries are safely managed.

Safeguarding and Disclosure & Barring Checks

Riding Coaches working within Pony Club in the UK are expected to meet safeguarding requirements. Many tasks undertaken by Pony Club coaches would be classed as regulated activity ** such as unaccompanied supervision of children and young people in mounted or dismounted training sessions. For this reason, Pony Club coaches in the UK are required to obtain a Disclosure and Barring Check and attend a Safeguarding Course. Safeguarding courses should be refreshed every 3 years as good practice.

**** Full details of regulated activity can be found on the Pony Club website:**
http://www.pcuk.org/index.php/safeguarding/safeguarding_requirements/

- Are sports coaches or teachers in your country required to attend safeguarding training to perform their roles? **Y N**
- Are sports coaches or teachers required to have any legal or police check prior to starting their roles working with children, young people or vulnerable adults?
Y N
- If yes, please provide copies of certification of attendance for all coaches who will be teaching Pony Club Members.

Please list your coaches below with their qualifications.

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| Name of coach: | |
| Qualification: <i>this may be a UK qualification eg) PC, BHS or UKCC, or FEI qualification or country specific:</i> | |
| First aid training? | Y N First Aid expiry date: please provide copy of certificate or evidence of attendance |
| Safeguarding training? | Y N Safeguarding expiry date if applicable: please provide copy of certificate or evidence of attendance |
| DBS check or equivalent if it is required for the country of employment: | Y N please provide copy of certificate |

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| DBS check or equivalent if it is required for the country of employment: | Y N please provide copy of certificate |

Once you have completed the form please return it with copies of any certificates to Lucy Goler on lucy@pcuk.org