



Fig Tree Pocket Equestrian Club Inc.

Membership By-Laws

Effective December 2008

Code of Behaviour

1. All members have a right to expect good manners and courtesy from each other, and a responsibility to give it in return.
2. Members should refrain from using bad language while on Club grounds, or while representing the Club at outside events.
3. Smoking, or the use of alcohol by junior members (under 18), is not permitted at any time on Club grounds or at outside events.
4. Smoking, is not permitted in the yards, canteen area, or around the horses at any time, or any other areas as dictated by government legislation.
5. While using Club grounds, or while representing the Club outside the grounds, junior members must accept directions from Club officials and instructors cheerfully and courteously.
6. As one of the primary objectives of the Equestrian Club is to foster good horsemanship. Ill treatment or neglect of horses is a serious matter, and cruelty in any form, including excessive striking of a horse, is forbidden,
7. All members should recognize their mutual responsibility for all Club horses, and if any horses are injured or ill, should regard it as their duty to bring it promptly to the attention of a responsible adult.
8. At all times on the grounds, events or outside functions and competitions, all members should remember their responsibility to uphold the good name of the Club, and to refrain from behaviour which might in any way reflect badly on it.
9. Property, whether that belonging to the Club or to individual members, will be treated with care and respect. No personal property should be borrowed or used without prior permission being granted and it should always be returned.

Yard and Arena Rules

Yards:

10. The yards are to be kept clean. Manure must be removed to the designated area immediately after the rider/person in charge has finished using the yard for the day. If a horse is in overnight, the yard must be cleaned in the morning.
11. If a horse has to be moved in a restricted area or near obstructions that pose a risk either to the horse or the handler, the horse should always be led.
12. Always feed and care for the horse in the allocated yard. Keep the gate closed and fastened when the yard is not in use.
13. The gates to the yard complex are to be kept closed to keep loose horses out of the complex.
14. Regular yard users must undertake rostered duties as directed by the Agistment Manager.
15. Infrequent users shall abide by rules 24-27, and any other directions given by the Agistment Manager.
16. The Agistment Manager will manage the yard complex and report to the Management Committee. He/she should be treated with respect and courtesy at all times and his/her directions followed.
17. The yards are a facility for the benefit of the whole Club. Riding members may use any available yard not occupied by an agistee, and should leave the yard clean and tidy when they leave.

Arena:

18. The last rider in the arena each night, or feeding in the yards, must turn off the lights in their respective area.
19. During busy training times, priority for use of the arena and any of its equipment is given to any official lessons conducted by an accredited instructor. When multiple instructors are simultaneously teaching, they must come to an equitable agreement as to the shared use of the space.
20. Equipment cannot be 'reserved' or fixed to a specified location. Each rider is responsible for the set up and removal of the training equipment as required. As soon as a rider leaves the arena, they immediately forego the use of their training space and equipment.

Riding Rules

21. All riding members of Fig Tree Pocket Equestrian Club (FTPEC) must also be riding members of the Equestrian Federation of Australia (EFA).
22. Riders under the age of 16 must be under the supervision of an adult whenever mounted.
23. An approved helmet correctly fitted, is to be worn at all times by persons riding in the paddocks.
24. Only club members are permitted to use club equipment, notwithstanding scheduled events such as competitions, open days and schools.
25. When riding cross-country with loose horses, if the herd or individual horses are within 50m of a given jump, that jump must not be attempted."
26. In the event that a loose horse is bothering a rider on the cross country course, the rider must dismount and move to a different area, or return with their mount to the yards.
27. It is the policy of Fig Tree Pocket Equestrian Club that all Club organised coaching activities will utilize Equestrian Federation of Australia (EFA) registered coaches. Where individual Club members arrange private coaching on Club grounds members are able to utilize the services of non-EFA registered coaches provided evidence of a current insurance policy for at least an equivalent level of cover as that provided under the current EFA Coaches Insurance Package is first provided to the Management Committee.

Working Bees

28. Working Bees are compulsory for all members, and are to assist with the overall maintenance of the grounds and equipment. For members with time constraints, an annual working bee levy may be paid in lieu of working the required number of hours.
 - a. Each member's compulsory working bee allocation is 8 hours per quarter. Workingbee hours are calculated on a per-family basis for standard riding members. For agistees, working bee hours are calculated per agisted horse.
 - b. Best effort should be made to log these hours during the nominated working bee days, however arrangements may be made with the grounds manager to agree to a list of tasks that can be completed in your own time.
 - c. Every member is expected to attend working bees unless they have paid the yearly working bee levy. In the case of junior members, the participation of an adult family member is compulsory. At the end of each quarter, FTPEC issues invoices to all members who have not attained their 8 hours minimum work. The invoice is calculated on the value of the working bee levy, pro-rated to the number of hours owing.
 - d. Where a member has been required to pay a working bee levy during the year prior to their annual membership renewal, and the invoice remained outstanding for a period greater than 90 days, then i. the member will be required to pay the full year's working levy in advance at the time of their membership renewal, and ii. this payment shall be treated as a security deposit so that if the member works the required hours during a quarter, they will be entitled to a refund for that quarter.
29. It is Club policy that members who wish to participate in any event are expected to contribute to the preparation and cleaning up after the event.

General Rules

30. Dogs must be kept on leashes, particularly at musters and events.
 31. All members using the grounds must abide by the safety rules of the Club, membership bylaws and club constitution. All members using the paddock for agistment are also required to abide by the agistment rules and by-laws.
 32. Rubbish must be placed in the bins provided.
 33. Members are expected to pay all club invoices by the date specified on the invoice. This includes, but not limited to; membership fees, working bee levies, agistment accounts, worming/drenching, and any fines.
 34. The association has a three-warning system in place to enforce adherence to the club's rules and by-laws. Warnings are issued at the discretion of the committee, but must be issued in writing and state the reason for the warning. Accumulation of warnings is based on each calendar year and works as follows:
 - At the first written warning, a person's membership is placed on probation for up to 3 months from the issue date.
 - At the second warning, a person's membership is placed on probation for 6 months from the issue date.
 - After the third warning, a person's membership (and any associated agistment) may be suspended or terminated
 35. Periodically, FTPEC will have standing sponsorship arrangements with various 3rd party organisations for the benefit and promotion of the club. It is the Management Committee's prerogative to arrange sponsorship through whichever organisation it sees fit for this purpose. No individual member, group of individuals, or sub-committee shall be entitled to approach or engage any organisation for any form of sponsorship whatsoever, without first obtaining the Management Committee's express permission.
 36. The Fig Tree Pocket Equestrian Club name and logo, or any other publicly identifiable club branding, may not be used or reproduced without the consent of the Management Committee.
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