

- 2023.11.01 Open Meeting – Chairman:** The President opened the meeting at 7.02pm.
The President acknowledged the Traditional Custodians of the lands and waters of Queensland, past, present & emerging.

2023.11.02 Attendance & Apologies

2.1 Present: Executive Committee - Sarah Standen (Pres), Scott Jackson (VP), Geoff Thomson (VP), Tracey Camilleri (VP), Leah Frohloff (VP), Melinda Hughes (Secretary), Megan Wray (Treasurer) and Michael Carlson (SCI).

Zones: Peter Ryan (joined 7.23pm)/John Martin (1); Jillian Bird (2); Alice James/Amy Garthe (4); Sharne Andrews/Beryl Burkhardt (6); Debbie Iker (7); Deb McLucas (10); Robert McLachlan (11); Nicole Evans/Angie Hoskinson (16); Lois Dawes (joined 7.30pm) (18); Barry Dossetto/Ken Jensen (26); Trish Tarry (27).

2.2 Staff: Margie Davidson & Mary Genocchio

2.3 Confirmation of Quorum and Confirmation of Delegates: 50% of Executive Committee (7) and 25% of Zones (10).

Confirmed: Quorum Present

2.4 Apologies: Melinda Hughes (Sec) & Michael Shaw (28).

Motion: “that the apologies be accepted”

Moved: Beryl Burkhardt **Seconded:** Robert McLachlan **Carried**

2023.11.03 Minutes from Previous Meeting

Motion: “that the minutes of the previous meeting of 7th September 2023 are a true and accurate record of the meeting”.

Moved: Megan Wray **Seconded:** Leah Frohloff **Carried**

2023.11.04 Business Arising from Previous Minutes

Fire Ants – no update

Promotion – following on from the September meeting, the President suggested that an informal discussion could be held at Southport PC during the state seminar as there would be a number of participants attending from various areas of the state. This would be beneficial as different areas experience different problems. A meeting time would need to be scheduled that would not impact on the seminar activities e.g. early morning before start of activities, lunch etc. Zone 1 supported this suggestion. Also, depending on the interest and other factors there may be a need for two sessions to be held. It was further recommended that a convenor/facilitator could be utilised. The President will liaise with Jillian Bird (zone 2). The President emphasised the need to be mindful of what can be achieved.

2023.11.05 Treasurer’s Report

The meeting was presented with the August & September Balance Sheet & Profit & Loss Statements. There were no queries.

Motion: “that the Treasurer’s Report be accepted”.

Moved: Michael Carlson **Seconded:** John Martin **Carried**

2023.11.06 Executive Committee Report

Since the September meeting, the Executive Committee has conducted the following business:

PCQ:

Casual Vacancy – Vice President:

The Executive is pleased to advise that Leah Frohloff of the Kingaroy Pony Club has been appointed to fill the casual vacancy of Vice President. Leah’s term is for 2 years.

The Management Committee will know or know of Leah as she has been the Zone 8 delegate for several years. Leah has also been President of Zone 8 and is currently a Zone 8 delegate to the PCQ Jumping Equitation/Showjumping sub-committee. Leah, in her role of Vice President will now chair the Tetrathlon sub-committee.

Pony Club Queensland Management Committee Meeting Minutes

2nd November 2023

Held electronically via Zoom Conferencing

The President congratulated Leah on her appointment as Vice President and officially welcomed her to the Executive Committee.

Sub-Committee Reports from Management Committee Meetings of 3rd August & 7th September 2023.

- **Coaching** – 3rd August & 7th September
- **Sporting** – 3rd August & 7th September
- **Dressage & Combined Training** – No Reports
- **Tetrathlon** – 3rd August
- **Jumping Equitation & Showjumping** – 3rd August Comments/Current Status Only

PCQ eNews Publications:

Over the past two months, the following eNews publications have been circulated to members with a 38.9% open rate:

Topic	Date Sent
FairPlay Vouchers	02.09.2023
PCA Horse Medication Policy – effective 1 st January 2024	03.09.2023
PCQ “E” Coach Sign On 2 nd Edition	09.09.2023
PCA Horse Welfare Policy – lodging a breach	19.09.2023
Releasing State Chief Instructor MERITS	16.09.2023
R U Okay Day	23.09.2023
YouTube – Series 1 Helmet Fitting	24.09.2023
Community Date’23	30.09.2023
2024 State Seminar – save the date	01.10.2023
PCQ Moving Together ‘23	01.10.2023
YouTube – Series 2 PCQ Coaching	01.10.2023
2024 State Seminar – save the date update	02.10.2023
YouTube – Series 3 PCQ Horse Care: Grooming	08.10.2023
YouTube – Series 5 PCQ State Chief Instructor (SCI) Medals	12.10.2023
YouTube – Series 4 PCQ Horse Care: Hoof Care	15.10.2023
YouTube – State Chief Instructor Merits	22.10.2023

Model Constitutions for Pony Club:

As advised at the August Management Committee Meeting, PCQ has begun the process of developing a model constitution for pony clubs. PCQ has engaged legal professionals for consultation and guidance. PCQ is expecting this process to take several months and anticipate the final document will be completed in 2024.

Active Participation:

To encourage clubs to conduct activities and events in their local community and to get people moving and playing together, both riding and non-riding, PCQ will provide some minor funding in 2 ways:

1. Community Fun Day - \$100 All Clubs

All Clubs were sent a notice advising that PCQ was wanting to give \$100 to each club that could be used for a Community Fun Day activity, end of year breakup or camp or a specific day involving your local community. Clubs were asked to provide their bank details and to return the form by Friday 27th October. The only qualifying criteria was that the clubs had submitted their 2023 Office Bearer Return and had paid their \$20 2023 affiliation fee.

To date (27th October), only 34 clubs have applied. A reminder has been sent to clubs to action the request to provide bank details.

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2. Moving Together - \$500 (\$50 x 1 Club per Region)

In addition to the \$100 giveaway, PCQ will also provide \$50 to one club per region (total \$500) for ideas on imaginative ways to encourage people moving together at your club e.g., parents verse kids "on" and "off" horses. A PCQ eNews has been circulated to all members asking for ideas as well as a notice also sent to clubs.

The closing date for both has now been extended to close of business **Friday 10th November**. These two minor funding opportunities are only available this year.

2023 National Championships:

QLD was the only eastern state that made the trek across to Western Australia with 5 riders and 7 horses making the journey. Our team competed in Eventing - 2 riders/3 horses; Dressage - 3 riders and Showjumping - 1 rider with an additional rider attending the hub in Victoria. All riders performed extremely well with Lara Coombe the winner of the Eventing on Sting and placing 3rd on Trivago while Emily Geddes came in a commendable 4th place.

The QLD Tetrathlon side also attended in person, however were able to fly across to complete the swimming, running and shooting phases of the event. A report on their performance is in the Tetrathlon sub-committee minutes.

All QLD representatives are to be congratulated on their performances and commended for being outstanding ambassadors for their state, clubs, and zones. A massive thank you also to the parents for their participation and support in ensuring riders and horses travelled to Perth safely.

Motion: "that the Executive Committee's Report be accepted".

Moved: Geoff Thomson

Seconded: Scott Jackson

Carried

2023.11.07

Office Manager's Report

Membership as at 23/10/2023 is 6919, Riding members total 5088, Social 1831

Pending Memberships:

There are a number of riders sitting in Pending Approval, so clubs need to check **Summary by Club Membership > Summary by Club Member Status**. This will show you every registered member plus the members Pending Approval. **Do not** approve these pending applications until they have gone through a club meeting and their approval recorded in the minutes. Once approved the club will need to advise that they can now purchase their membership through the JustGo database.

Horse Registrations:

There are a number of Pending registrations sitting in Credentials. Payment must be made by credit card (phone) or direct deposit before cards are issued. If these pending registrations are still there by the end of the year, they will all be cancelled.

Cards are now available for the following disciplines:

Dressage, Combined Training, Jumping Equitation (New), Showjumping and One Day Event (Horse Trials)

2024 State Championship Events:

There have been no applications to host the 2024 State Dressage, Combined Training and Horse Trials or Tetrathlon Championships. The application forms can be found on the PCQ website under Events – State Championships and have been on the website since the end of July.

<https://ponyclubqld.com.au/wp-content/uploads/2023/07/2024-Application-to-Host-State-Events.pdf>

2024 Official Day Forms have been posted on the website > Resources > Zones > Clubs, the closing date for the first round is Wednesday 1st November 2023. Dates to be allocated by Wednesday 16th November followed by the 2024 Calendar of Official Days being posted on the PCQ website under Events.

Clubs/Zones whose dates need to be changed will be notified, successful dates will be uploaded on to the 2024 Official Day Calendar and posted on the PCQ website.

2023 Club/Zone Office Bearers Returns:

77 Clubs (out of 197) and 8 Zones (out of 25) are yet to respond despite being reminded multi times. Without these returns it is impossible to keep accurate records of current Office Bearers, some are outdated as far back as 2016.

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Fees for 2024:

The PCQ fees for Riding and Social membership were set at the AGM in September.

Riding \$ 66.00 (PCQ)
 \$ 82.95 (PCA)

TOTAL **\$148.95**

Non-Riding (Social) \$38.85

Clubs and Zones have been notified of a blackout period on the JustGo database beginning 1st November to 14th November to enable membership rollover to be updated for 2024.

Blue Cards:

Below is a link from Blue Card Services regarding setting up an Organisational portal for processing new and renewing Blue Card applications.

Blue Card Services Organisation Portal Team organisationportal@bluecard.qld.gov.au

Reminders:

- Official Day Programs must be sent into the office for approval prior to being advertised.
- Clubs/Zones please forward your Official Day Results for posting on the website, we have received very few this year.
- When renewing leases on club grounds, if asked by the Council to provide a Certificate of Placement (Certificate of Currency) including your Club as an affiliated association, please email the request to PCQ.

Club Uniform Changes:

Edmonton PC: Zone 18 has approved the changes as detailed:

Shirt: White **Tie:** Bottle Green **Jodhpurs:** Black (from 2024)

Stockman Cut Trousers' (Gymkhana/Campdraft only): As per jodhpurs

Saddle Cloth: Bottle Green with Red E

Burpengary: Zone 26 has approved the changes as detailed:

Formal Shirt: White

Christmas Closure:

The administration office will close for the Christmas break at 5.30pm on Friday 15th December 2023 and will re-open at 8.30am on Monday 8th January 2024.

Motion: "that the Office Manager's Report be accepted".

Moved: Megan Wray

Seconded: Jillian Bird

Carried

2023.11.08 State Coaching Panel Report

As per Appendix 1, this report was tabled for discussion and referred to the Executive Committee for endorsement. There were no queries.

2023.11.09 Sporting, Campdraft, Mounted Games & Stockman's Challenge Sub-Committee Report

No Report

2023.11.10 Dressage and Combined Training Sub-Committee Report

No Report

2023.11.11 Tetrathlon Sub-Committee Report

As per Appendix 2, this report was tabled for discussion and referred to the Executive Committee for endorsement. There were no queries.

2023.11.12 Showjumping, Jumping Equitation & Horse Trials Sub-Committee Report

As per Appendix 3, this report was tabled for discussion and referred to the Executive Committee for endorsement

Items highlighted:

- Fixed metal show jump cups to be phased out by the end of 2025. The rules to be amended to be effective by 1st January 2026. Also request to Executive for funding to support clubs on a \$ for \$ basis. Grant options are also available as this is a safety issue.

Pony Club Queensland Management Committee Meeting Minutes

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- Interschool SJ & CT November 2023 - program available from Thursday 2nd November and will be posted on the PCQ website. Thanks to Ken Jensen and Jan Morland for their input.
There will combined teams with 2 PCQ and 2 Interschool riders per team.

There was a brief discussion on the replacement cups and keyholes and how much gear would need to be replaced. It was agreed that an audit of what clubs have should be conducted and a document/guide be developed for the clubs.

Query raised re: jumping equitation judges doing refreshers. The meeting was advised refreshers would be beneficial as JE judges need to have a basic understanding of SJ judging.

Motion: "that the sub-committee reports be received"

Moved: Robert McLachlan

Seconded: Ken Jensen

Carried

2023.11.13

Correspondence

13.1 Inward Correspondence

	From	Committee
13.1.1	Sport & Rec – New Minor Infrastructure & inclusive Facilities Fund	Exec/Management
13.1.2	Sport & Rec – Qld Resilience & Risk Reduction Fund	Exec/Management
13.1.3	Sport & Rec – Qld Sport & Rec Annual Industry Survey	Exec/Management
13.1.4	Sport & Rec – eSafety Webinars for Sporting Clubs	Exec/Management
13.1.5	Sport & Rec – State of Play Newsletter October '23	Exec/Management
13.1.6	Maroochy PC – Application to Host 2023 State Tetrathlon	Exec/Tetrathlon SC
13.1.7	The Mane Event – Temporary Stabling	Exec/Management

13.2 Outward Correspondence

	To
13.2.1	Leah Frohloff – VP Appointment
13.2.2	Brett Coombe – Letter of Appreciation
13.2.3	PCQ Affiliated Clubs – PCQ Community Fun Day \$100 Giveaway PCQ Moving Together Suggestions \$500 Purse

13.3. Business Arising from Correspondence - Nil

2023.11.14

Lease of Horses

Lessor	Lessee	Club – Lessee	Horse	Colour	Sex	Hh.	Expiry
Bec Allen	Jillian Cross	Calliope	Bellgara Lilly	Bay	M	12.2	15.09.25
O & J Fraser	Lisa Weier	Warwick	Gerroa All Bizznez	Chestnut	M	14.2	23.10.23
Ariana Corkill	Airlie Mangels	Glasshouse	Cooray Ului	Bay	M	16	16.08.24
Beryl Burkhardt	Caeli Taylor Hinkler	Kenilworth	Canina Park Magnet		G	16.3	31.12.24
Amanda Benson	Aimee Bar	Maroochy	Breezy	Bay	G	16.3	01.03.24

Motion: "that items 13 & 14 en bloc be accepted".

Moved: Megan Wray

Seconded: Deb McLucas

Carried

Pony Club Queensland Management Committee Meeting Minutes

2nd November 2023

Held electronically via Zoom Conferencing

2023.11.15

General Business:

JustGo Database: The Office Manager advised the meeting that the database is currently in a blackout period for members to enable clubs to roll over for 2024.

New Membership Approvals - clubs should not be approving any applicant profiles until the applications have been approved at a meeting which will be recorded in the minutes. Clubs should only be approving new members as per their club constitution. The wording on the automated emails sent to applicants to be reviewed and amended.

Member Transfers and Renewals – PCQ to confirm with PCA on process and the MPIO to liaise with Office Manager on input. Once process is confirmed the office will advise clubs and zones.

The President also informed the meeting that the office had started developing a relationship with new PCA CEO.

Meeting Attendance: The President advised that after some considerable time and effort by a few parties that Zone 23 is once again functioning. Unfortunately, their internet is somewhat restrictive which impedes their reliable attendance at the state meetings. The President encouraged zones that are in a similar situation to consider appointing a representative to attend the state meetings on their behalf.

Insurance – Open Days: In response to this query, PCQ sought clarification from PCA who advise “that all participants at an open day event need have a Come and Try (CAT)/ Day Participation membership as a minimum. The CAT membership ensures that all participants (including non-PCA members) are covered for public liability insurance for the day at a PCA event. CAT membership does not include personal accident insurance”. In simple terms this means if an open day participant is not a current pony club financial member, they must complete the day participation form and pay the relevant fee for each day the event is conducted. This will be circulated to clubs.

State Sporting Event: The meeting was advised, that all delegates and teams managers conducted a briefing session to discuss the future of their discipline, summary yet to be distributed and could be fed into the proposed session at Southport PC in January. It was also suggested this could also occur at other state events.

2023 Nationals: VP Tracey Camilleri advised that while the trip across was brilliant, the horses travelled well and it was worthwhile going, didn't however believe the riders experienced the full feel and hype of a national's event and there were some issues that need addressing. The event was held at the State Equestrian Centre with the cross country being conducted about 50km away. The WA CEO had resigned which left the office staff to organise the event. The Dressage was run as a hub and QLD had to video its own riders with no equipment provided. QLD had three dressage riders who had personal bests with the first test held in the indoor area which was slightly disconcerting for the riders. It is disappointing that the dressage results are still yet to be announced. Not impressed with the hub with no feedback after each test. All three showjumping events were held in the indoor with the first two courses quite tight, not flowy. All the horses stood up very well to the competition and the riders behaved every well. A meet and greet was held on the first night with no introduction of the riders and the presentation was very disorganised. Overall, the states need to continue competing at the National Championships but hubs are not a great thing.

The SCI congratulated the riders and parents and welcomed all feedback from those who attended.

The President advised PCQ would provide relevant feedback to PCA.

2023.09.16

Close Meeting

The President closed the meeting at 8:15pm and thanked the delegates for their attendance, engagement & commitment throughout the year and extended best wishes to all for the festive season.

The next meeting to be confirmed.

Signed:

President

Date

Sub-Committee Reports

Appendix

Appendix	Item	Sub-Committee Report
1	2023.11.08	State Coaching Panel Report
-	2023.11.09	Sporting, Campdraft & Mounted Games – No Report
-	2023.11.10	Dressage & Combined Training – No Report
2	2023.11.11	Tetrathlon
3	2023.11.12	Showjumping, JE & Horse Trials

Pony Club Association of Queensland



State Chief Instructors Panel Management Committee Report

Details

Date	30 th October 2023
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CHILD SAFEGUARDING

Child safeguarding

Protecting children from physical, emotional or mental abuse

IMPORTANT ANNOUNCEMENT

Dear Pony Club Queensland Member

Child Safeguarding Club Program :

Regardless of the role you fill within our beloved movement, Pony Club Queensland be it as a Parent, Coach, Judge, Committee Member, Grounds person, Canteen Convenor or as Grandparent who tirelessly support our members at pony club® activities, I encourage you to read on and consider completing the following Sport Integrity Australia "Child Safeguarding" online training. We realise there could be members who are not able to access an online course, be assured we are here to assist.

We may consider this another chore placed upon us as volunteers, however, please help us demonstrate to Sports Australia, Pony Club Australia, State & Local Government that our association is proactive in creating a child safe environment and communicating expectations.

Child safeguarding is the process of protecting children from physical, emotional or mental abuse.

Tools to help your Club foster a child safe environment.

[PCA National Integrity Framework CHILD SAFEGUARDING \(click here\)](#)

This course assists in the understanding and implementation of the Child Safeguarding Policy.

By the end of the course you will be able to:

- understand what child safeguarding in sport is
- understand what the Child Safeguarding policy is, who it applies to and when
- recognise alleged breaches of the Child Safeguarding in Policy.
- understand the role of Child Safe Practices in the Child Safeguarding Policy
- understand the recruitment and screening requirements of the Child Safeguarding Policy
- identify how to respond to alleged breaches of the Child Safeguarding Policy.

To complete "Child Safeguarding in Sport" Induction Course

1. Click on the following (link: [elearning Sport Integrity Login or Register \(Click link to register\)](#)).
2. Recommend Registering via "Play by the Rules"
3. Click on "Play by the Rules" and Register.
4. From the Catalogue Entries select "Child Safeguarding in Sport Induction" – sports reference.
5. Online course will take approximately 1.5 – 2 hrs to complete. Your progress can be saved at any time to allow completion at your convenience.
6. On completion of your course download your "Certificate of completion" and forward to PCQ Office for upload by PCQ Office to your credentials and compliance to Pony Club ® National Integrity Framework.

PCA Resources for your reference:

Policies and resources (click on the below link to access)

[Child Safeguarding Commitment](#)

[Child Safeguarding Policy](#)

[Child Safeguarding - SA Addendum](#)

[Child Safeguarding in Sport Induction Course](#)

[Child Safe Practices Do's & Don'ts](#)

[Child Safe Resources](#)

PCQ State Chief Instructor Medal APP

Content:

- Overview of PCQ State Chief Instructor Medals
 - COPPER
 - BRONZE
 - SILVER
 - GOLD
- Application Form (apply for your PCQ State Chief Instructor Medal)
- Registration Form for Interview after completion of your medal components
- Medal Criteria - COPPER, BRONZE, SILVER & GOLD
- Access to on-line (electronic) journal submissions

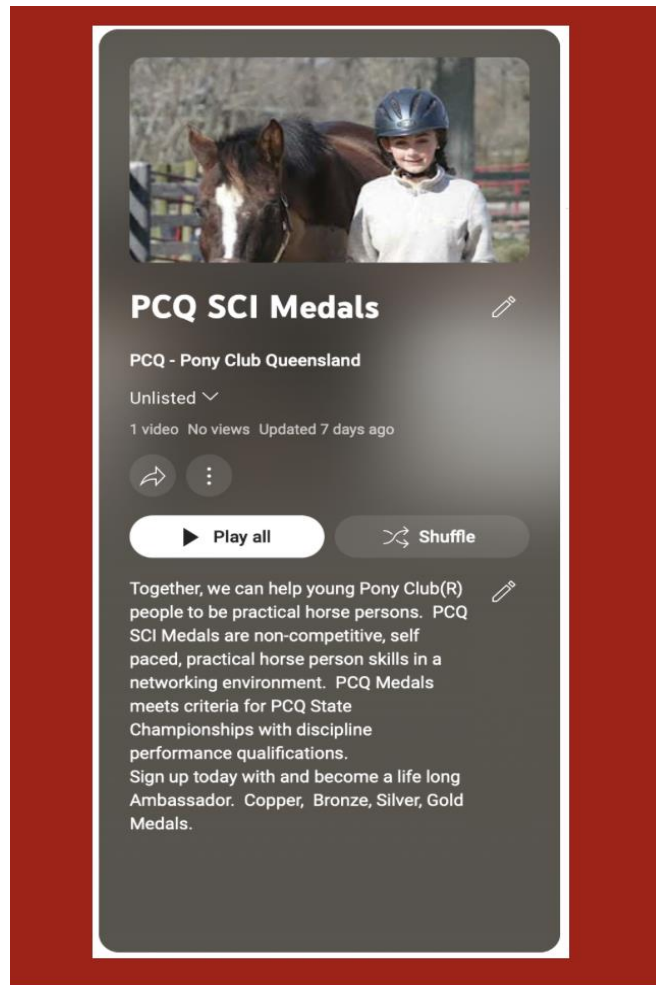
Install this application on your Home Screen for quick and easy access when you're on the go.

CLICK the below LINK to access the above.

**[Click HERE to view SCI Medal
AMBASSADORS](#)**



SCI MEDAL UPDATE



Pony Club Queensland

Fun with Friends | Learn to Ride | Reach Your Potential

Together, we can help young Pony Club(R) people to be practical horse persons.

PCQ SCI Medals are non-competitive, self paced, practical horse person skills in a networking environment.

PCQ Medals meets criteria for PCQ State Championships with discipline performance qualifications.

Sign up today and become a life long Ambassador.

Copper, Bronze, Silver, Gold Medals.



Click below link to view

[PCQ SCI Medals](https://youtu.be/JeV8ak2eFfU?si=iAESnwtH0TUiA-Vv)

<https://youtu.be/JeV8ak2eFfU?si=iAESnwtH0TUiA-Vv>

Subscribe to PCQ YouTube channel

1. If you're on the Home tab : Below the video. Tap Subscribe .
2. If you're watching the video : Below the video, tap Subscribe. .



Sign up today

Registration - NO COST

Course material - NO COST

Materials supplied online and/or hard copy

Click to register - PCQ SCI Medals

PCQ State Chief Instructors Medals



Certificate



COPPER



BRONZE



SILVER



GOLD

PCQ State Chief Instructor Medals

	Copper	Bronze	Silver	Gold
SCI Medal Registrations:	158	44	7	2
SCI Medals Awarded:	20	11		
SCI Leader Medals Awarded:	6	5		
Regions:	Burnett Capricornia Far North Northern South East Southern Western	Burnett Central Far North South East Southern Western	Southern Western Capricornia	Far North South East

Total Registrations: 215

PCQ SCI STATE CHIEF INSTRUCTOR MEDAL				
	Copper	Bronze	Silver	Gold
Age requirements	Between 9 and 25 years 6 months	Between 13 and 25 years.	New participant: • 15 and 25 years Bronze Medal holder: • 14 and 25 years	New participant: • 18 and 24 years 6 months Silver Medal holder: • 17 and 24 years 6 months
Time to complete (minimum)	3 months	3 months	12 months 6 months (if Bronze Medal holder)	18 months 12 months (if Silver Medal holder)
Medal Components				
On the ground	Yes	Yes	Yes	Yes
Under Saddle	Yes	Yes	Yes	Yes
Lunge	N/A	Yes	Yes	Yes
Horse Management	Yes	Yes	Yes	Yes
Journal	Yes	Yes	Yes	Yes
New Skill	N/A	NA	Yes	Yes

For more information contact PCQ Office admin@ponyclubqld.com.au or 07 3216 1255 or your Regional Coaching Director.

ALTERNATIVE TO PROFICIENCY CERTIFICATES FOR STATE EVENT ENTRY

Established STATE CHIEF INSTRUCTOR MEDAL ALUMINI ON PCQ Website.

PCQ SCI MEDAL ALUMINI



Pony Club Queensland

Fun with Friends | Learn to Ride | Reach Your Potential



**STATE
INSTR
MERIT**

PCQ n

**EARN YOUR
PCQ SCI
MERITS TODAY!**

DEVELOP PRACTICAL
HORSEMASTERSHIP WITH
PCQ



PCQ participant membership requirements

	PCQ SCI SILVER MERIT	PCQ SCI BRONZE MERIT
	<i>All rider or rider -not assistance.</i>	<i>Designed for rider requiring some assistance.</i>
	<i>Designed for a non-rider.</i>	
Current Riding Member	Current Riding Member	Current Social or Riding Member
No restriction on rider age.	No restriction on rider age.	No restriction on rider age.
CRITERIA	CRITERIA	CRITERIA
With or Without Assistance: <ul style="list-style-type: none">Catch and lead a quiet pony.Lead with stop and go, left and right.Identify basic grooming equipment.What do you need to provide to care for your horse?Identify near side and off side of the horse. Mounted with or without Assistance: <ul style="list-style-type: none">Be legged up.Rider exercises while mounted eg. touch toes, arm circles.Walk over poles.Ride a 20' pattern between poles to show control - unaided.Ride a mug race.	With Assistance: <ul style="list-style-type: none">Approach and catch a quiet pony.Lead a quiet pony with assistance.Groom a quiet pony.What do you need to provide to care for your horse?Feed a treat. Mounted on Lead <ul style="list-style-type: none">Demonstrate around the world in both directions.Hold reins in 1 hand.Touch from the saddle the following horse points<ul style="list-style-type: none">1. Hip2. Shoulder3. Ears4. ManeDemonstrate stop and go while	With Assistance: <ul style="list-style-type: none">Approach a quiet pony.Feed a treat.Groom a quiet pony.What do you need to provide to care for your horse?Name the following points of a horse<ul style="list-style-type: none">1. Ears2. Neck3. Tail4. Mane

Contact your Club Chief Instructor or Club Secretary to earn your SCI Merits

Share your moments @



Facebook

ponyclubqueensland page



ponyclubqld page

PCQ JUNIOR & SENIOR COACHING LEVELS

Clubs encouraged to develop Junior Coaches

PCQ 'E' – PCQ 'D' – PCQ 'D*' – PCQ 'C' – PCQ 'B'

Pony Club Queensland introduces three (3) additional coaching levels to engage participation and development of situational coaching tailoring to coaching strengths.

PCQ 'E', PCQ 'D' and PCQ 'D*' provide flexible entry to become a Pony Club Queensland Coach and a progressive coaching pathway development program to move to another level.

Category	Coach Accreditation				
	PCQ 'E'	PCQ 'D'	PCQ 'D*'	PCQ 'C'	PCQ 'B'
Practical Riding	NA	NA	NA	NA	RPL/Demonstrate
Coaching Principles	✓	✓	✓	✓	✓
Horse Care					
• Feeding	✓	✓	✓	✓	✓
• Hoof & Shoeing	✓	✓	✓	✓	✓
• Grooming	✓	✓	✓	✓	✓
• Saddlery	✓	✓	✓	✓	✓
• Horse Care	✓	✓	✓	✓	✓
• Travel, Rugs, Bandages & Boots				✓	✓
General Knowledge	✓	✓	✓	✓	✓
Safety	✓	✓	✓	✓	✓
Equine_Science	✓	✓	✓	✓	✓
• Slow, Step Back, Park, Head Down				✓	✓
Course Design Accreditation					✓
Specialist Area					Coach
Officiating Accreditation					✓
Coach Flat Riding		✓	✓	✓	✓
Coach Games Riding		✓	✓	✓	✓
Coach Jump Riding – Poles & Grid			✓	✓	✓
Coach Jump Riding – Poles, Grid & Course				✓	✓
Coach Cross Country				✓	✓
Troop Drill				✓	Coach
Lungeing				✓	Coach
Rule Book Orientation / Alignment Table		✓	✓	✓	✓
Coach Outside of Pony Club Activity	X	X	X	X	X
Preparation Clinic	✓	✓	✓	✓	✓
Practical Assessment	✓	✓	✓	✓	✓
Updating Requirement	✓	✓	✓	✓	✓

Coaching Pathways

Coaches can commence at PCQ 'E' or PCQ 'D' or PCQ 'D*' or PCQ 'C' – flexible entry and moving to another level with Recognised Prior Learning.

Recognised Prior Learning (RPL) applied to:

PCQ 'D' if PCQ 'E' is held

PCQ 'D*' if PCQ 'E' and/or PCQ 'D' is held

PCQ 'C' if PCQ 'E' and/or PCQ 'D' and/or PCQ 'D*' is held

For more information contact PCQ Office admin@ponyclubqld.com.au or 07 3216 1255 or your Regional Coaching Director.

PCQ 'E' COACH

38 Registrations

Region	Cadets
Burnett	6
Capricornia	1
Far North	2
Far West	1
Northern	1
Northwest	1
Southeast	18
Southern	7
Western	1

Registrations represent 31 clubs (17%) of PCQ Clubs.

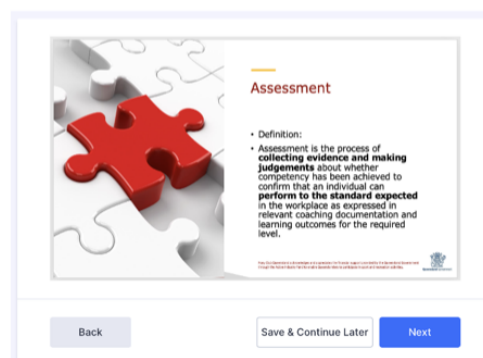
Target: 1 * PCQ 'E' Coach/Cadet per Club

PCQ 'E' Coach – online and hard copy

PCQ Coach Assessment Awareness Training

PCQ Coach Assessor Awareness Training

PCQ Coach Assessor Awareness Training



Online Community Coaching – Essential Skills Course



Dashboard / My courses / Community Coaching Essential Skills

Community Coaching - Essential Skills Course

Course overview: The Community Coaching - Essential Skills Course is designed to assist new, returning or current coaches to create positive, safe and inclusive learning environments for participants to learn, enjoy and thrive through sport.

Course Instructions: All activity items, videos and knowledge checks within each module need to be completed to ensure that course completion is registered in the system. Ensure you have enabled pop-ups on your device. For instructions click [here](#).

Course duration: 20 mins per module including assessment, total estimated time of 3 hours.

Course pass mark: 80%

Please note: The Australian Sports Commission was previously referred to as Sport Australia.



Who this course is for: All current and new coaches involved in community sport.

Course modules: 8 [~3 hours]

Location: Online

Cost: Free



Module 1:

Safeguarding in sport

Protecting children and adults

- understand what safeguarding in sport is and the policies that underpin and protect participants at all levels of sport
- recognise your role in safeguarding
- know your rights as a coach to be safe and protected from discrimination, harassment, bullying and abuse.



Module 2:

Who you coach

Engaging participants

- identify your basic roles, responsibilities and professional boundaries as a community coach
- be aware of your participants' different motivations for playing sport
- recognise what helps you create a positive and engaging sports environment for everyone.



Module 3:

Where you coach

Space, equipment and facilities

- identify the space, equipment and facilities required to deliver your sessions
- understand how to use them safely and appropriately
- adapt your activities to meet any challenges that arise.



Module 4:

What you coach

Session planning

- identify the key characteristics and elements of safe and effective session planning
- recognise how different coaching approaches can be used to develop fitness, technical and tactical skills
- be aware of the impact that an effective plan can have on the enjoyment and improvement of individuals and the team or group.



Module 5:

How you connect

Communication

- be able to identify different types of communication that are commonly used in a community sport environment
- gain an understanding about what effective communication is and how to deliver it
- be aware of the impact effective communication has on creating safe, inclusive sporting environments.



Module 6:

How you engage

Stakeholder management

- identify key stakeholders within community sport and how they can assist you
- recognise the value and importance of volunteers
- understand how to engage with key stakeholders and involve them in your coaching plans.



Module 7:

How you deliver

Group management

- be aware of what effective group management involves within community sport and how to achieve it
- gain an understanding of how to ensure your practice sessions and competitive events are inclusive for all participants
- identify ways in which to encourage positive behaviour and role modelling.



Module 8:

How you improve

Self-reflection and assessment

- gain an understanding of what effective self-reflection is and how to use it
- recognise why self-reflection is important for the development of your participant's sporting experience
- be aware of the importance of self-reflection as a developing coach.

**CLICK HERE for - ASC
COACHING ESSENTIALS
COURSE - LINK**

STAY UPDATED WITH THE LATEST TECH NEWS

Subscribe to PCQ YouTube

Fun with Friends | Learn to Ride | Reach Your Potential

Pony Club(R) coaching in Queensland has become simpler.

Achieving the next level only requires completion of additional electives.

Commence with **PCQ 'E'** and within a few months achieve **PCQ 'D'** or **PCQ 'D''**.

PCQ has introduced 3 new progressive, self paced bespoke learning coaching levels.

PCQ 'E' - PCQ 'D' - PCQ 'D'' to complement the existing PCQ 'C' and PCQ 'B'

PCQ 'E' - horse care, grooming, horse handling on the ground

PCQ 'D' - basic flat and games riding

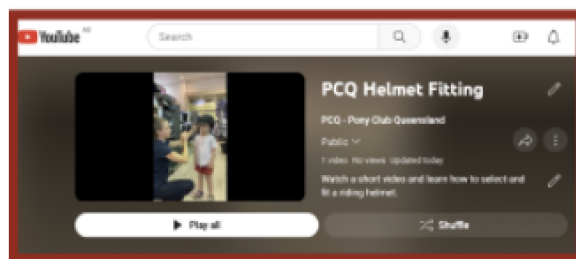
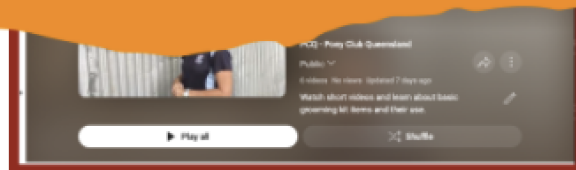
PCQ 'D'' - jumping grids



Click below link to view

[PCQ Coaching](https://www.youtube.com/watch?v=OEeTkKLCpBM)

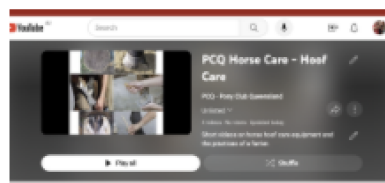
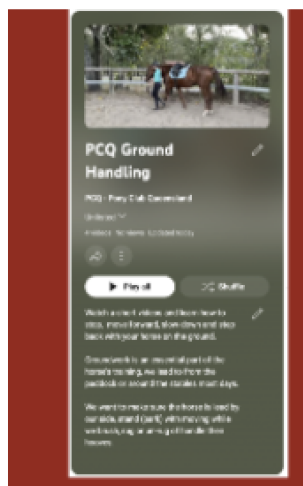
<https://www.youtube.com/watch?v=OEeTkKLCpBM>



Pony Club Queensland

Fun with Friends | Learn to Ride | Reach Your Potential

Welcome to the first PCQ YouTube video in a series of short videos covering a



Pony Club Queensland

Fun with Friends | Learn to Ride | Reach Your Potential

PCQ Horse Care - HOOF CARE

PCQ Horse Care - HOOF CARE is the 4th in series of PCQ YouTube short docs introducing us to care and enjoy time with our horse.

Have you heard the expression - 'NO HOOF NO HORSE'?

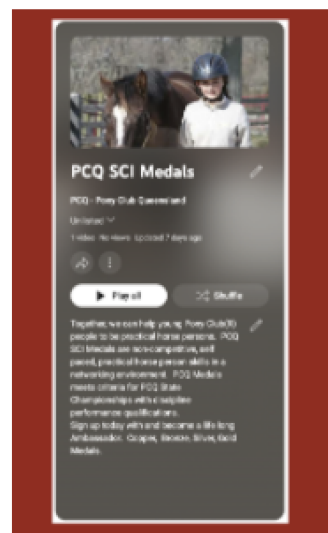
Ensure hoof care for our to enjoy riding.



Click below link to view

[PCQ Horse Care - HOOF CARE](https://www.youtube.com/watch?v=7z6_oCnUIPo&list=PLQIG3ezDbuy1p0SMgWIEIXZQomhmgHHRq3)

https://www.youtube.com/watch?v=7z6_oCnUIPo&list=PLQIG3ezDbuy1p0SMgWIEIXZQomhmgHHRq3



Pony Club Queensland

Fun with Friends | Learn to Ride | Reach Your Potential

Together, we can help young Pony Club(R) people to be practical horse persons.

PCQ SCI Medals are non-competitive, self-paced, practical horse person skills in a networking environment. PCQ Medals meets criteria for PCQ State Championships with a superior performance qualification.

Sign up today with and become a life long Ambassador, Coach, Mentor, Trainer, Field Marshal.

Sign up today and become a life long Ambassador

Pony Club Queensland
Fun with Friends | Learn to Ride | Reach Your Potential

Together, we can help young Pony Club(R) people to be practical horse persons.

Groundwork is an essential part of the horse's training, we lead to from the paddock or arena, the stable and the field.

We want to make sure the horse is safe, happy and sound (physically) with moving while we train, to get a lot of horse's mind and body.

We also need to teach the horse to move forward, backward and from side to side so we can have fun and enjoy time with our horse.



Appendix 2



Minutes for PCQ Tetrathlon Sub-Committee Zoom Meeting

Date: 16th October 2023- 7.30pm to 9.55pm

Attendees: Kev Walsh, Christine Topalov, Belinda Griffiths, Colin Goffin
Marissa Alexander, Jenny Lanskey (late arrival)

Apologies: Amber Monks

Minutes: Minutes of Meeting 25/07/2023 Moved K Walsh, Sec C Topalov

A successful ridden phase Hub held at Samford Pony Club on 13th August. Lily Morrissey, Hayden Taylor, Rhys Lanskey, Emily Griffiths & Jordan Thureson attended. There were some challenges with regards to setting up the course, as no distances and arena dimensions were provided.

Belinda Griffith gave a verbal report of our very successful Qld team who competed at Nationals in Perth. Emily Griffiths – 4th overall, 3rd in run & swim in a group of 10. Hayden Taylor – 4th overall, consistent through all phases in a group of 9. Lily Morrissey – 6th overall- placed in swim, in a group of 10. Jordan Thureson – 7th overall, in a group of 10. Our competitors and parents picked up a few training hints.

Kev gave a verbal report from the National Tet meeting. Body protectors to be worn if fences in ridden phase are not faultable (cross country type). Discussion about disobedience and faults in SJ/CC. SJ rules to apply if held in closed arenas/ SJ fences. And CC rules to apply in an open arena (out on cross country courses). International Tet Sub-Committee trying to agree on a set of rules for international competition next July/August to be held in UK & Ireland. Countries to compete at international comp will be Canada, USA, NZ, Australia, UK and Ireland. Competitors will be aged between 17-26yrs.

State Championship program presented to the committee for perusal and approval. A few changes to be made. We look forward to supporting Maroochy pony club who are hosting this year. Colin Goffin will be the event secretary and best point of contact with regards to enquiries. Christine Topalov helping Colin Goffin with changes to program and guidance where needed. Christine will be the scorer at the championships.

Charleville is planning to run an event. Jordan Thureson has no doubt peaked interest out that way, especially given her recent Qld representative status at Nationals.

Christine Topalov reported interest from around the state in gaining access to pistols and targets for practice. Fingers crossed this leads to more Tet competitions.

Christine Topalov asked for approval to gain access to OTT funding secured by Tet sub-committee to purchase a new computer (main computer) to drive programs for targets etc.

Moved C Topalov, seconded J Lanskey.

Jenny Lanskey gave a progress update on Rhys bid to secure his place in Oceania division for the Olympics.

Next Meeting: Monday 20th November 2023 (which may need to be changed as we have become aware of clash with SJ/JE/ODE sub-committee, some are delegates in both)

Meeting Minutes

1. Meeting opening: 7.35pm

2. Delegates present: As indicated below by X

Geoff Thomson [VP]: Technical Advisors: Jan Morland [SJ/JE] John Hughes [HT];
CIP Delegate: Steph Commens

Z			Z			Z			Z		
1	Peter Ryan HT	X	1	Carmen Coombs JE	X	1	John Martin SJ	X	2	M Hughes HT	X
2	John Hughes HT TD	X	2	Jan Morland SJ TD	A	2	Kerri Burgess SJ/JE	—	3	Katrina Finnsson SJ/JE	X
			4	Jasmine Baker HT	—	4	Steph Commens HT *	X	4	Christine Topalov SJ/JE	A
5	Lyn Coombe JE	A	5	Grace Brodie SJ	—	5	Gayle Bunker HT	—	6	Sharne Andrew HT	X
6	Becky Jeffries SJ/JE	X	7	Barry Brunke SJ	—	7	Deziree Roos JE	—	7	Courtney Iker HT	X
8	Leah Frohloff SJ/JE/HT	X	9	Kim Creed JE/SJ/HT	X	10	Thomas Madigan SJ	—	10	Tracey Camilleri HT	X
10	Tracey Hornick JE	—	11	Adrienne Kelley HT	A	11	Robert McLachlan SJ/JE	X	16	Nicole Evans HT	X
16	Angie Hoskinson JE	X	16	Emma Muirhead SJ	—	18	Julianna Madsen SJ/JE/HT	X	20	Sarah Holt SJ/JE	—
21	Sue Bonfield SJ/JE/HT	—									
26	Ken Jensen SJ/JE	X	26	Barry Dossetto HT	A	27	Joanna Lowe SJ/JE	—	28	Di Elder SJ/JE/HT *	—

Current List of Delegates to be forwarded with Minutes. To have a vote, attendees must be allocated Delegates or appointed 'substitute' delegates.
See attached.

3. Apologies: As noted above

4. PREVIOUS MINUTES: Meeting of 05/06/2023 Circulated
Approved: Moved: John H Seconded: Sharne A

5. Business arising/outstanding actions:

- 5.1 Risk Assessment Form – John H and GT to review for minor amendments
- 5.2 Scoring for JEQ/SJ and State Events – Jayne Sharrock advised that EXEL program is 'generally' user friendly for her (as she created it) Is reviewing now to establish basic format and a manual. No timeframe. PCA Data base - Just Go not user friendly, no report writing facilities. OK for nominations only – no fees!!
- 5.3 TD Applications and Responses
 - TD Application Forms being updated including amendments for JE Judging – in progress
- 5.4 Proposal to create Online component for Refreshers (CB and Judging) to be resolved with CIP. John M from Zone 1 to review for concept.
Note that Course Building PowerPoint available with Handouts to assist with Refreshers and Clinics.

- 5.5 State Champs 2024 - Applications to host 2024 Events. Zone 7 Approved for SJ/JE – 1st to 9th April.
Specific dates to be confirmed.
No DR/CT/ODE noms as yet. Delegates asked to follow up with their Zones.
- 5.6 Metal Cups (fixed) for SJ to be banned 1.1.2024 – Photo supplied.
As well, to note, in the Show Jump Rule Book, General Rules Q states ‘*FEI approved Show Jump cups and breakaway Safety Cups ...no longer acceptable by 01.01.2025.*’
The meeting agreed to extend this date to 01/01/2026 to allow Clubs time to upgrade.
This means that all Metal Show Jump Cups to be phased out by the end of 2025
Rule to be amended to be effective by 1.1.2026.
Sub Committee to request funding from EOB for Equipment Upgrades for Clubs on a \$ for \$ basis.
Maximum support proposed at \$2000 per Club.
Also noted that there are lots of Grant Options available to assist in this process as it is a ‘Safety Aspect’.
- 5.7 Clubs need to be reminded to send in their Officials [also reminded to send in reports and results within 2 Weeks. Noted
- 5.8 Zones and Clubs to concentrate on supporting ‘new’ Officials for their Regions. We need to plan for the not too distant ‘future’. Noted
- 5.9 Four riders and five horses were approved for attendance at the PCA Nationals. They will be riding as individuals. Trace C to report on Nationals at Perth in General Business
- 5.10 Interschool Comp November 2023 at Caboolture for Show Jump and Comb Training. Ken Jensen and GT Program to be reviewed when available (EQ) and commitment to be confirmed. Call for volunteers to assist. Jayne S to be asked to score again. PCQ will provide judge, Ken Jensen, and course builder, Dave Strathdee, for one ring. Showjumping will be the same as 2022. CT will have heights of 60, 80 and 95cm. Geoff will be TD.
- 5.11 Gear Check Stewards. Knowledge of current PCA Gear Check Book.
Can do online. Zone 1 currently doing preparation by Zoom and running clinics.

6. Correspondence:

- ODE and Showjumping dates and programs approved or for approval
ODEs:

Club/Zone	Date	Program approved	Officials approved
Greenbank	27/8	12/7	28/7
Yeppoon	11/12 Nov	10/10	
Zone (Tamborine)	10/9	30/7	30/7
Hervey Bay	2/3 Sept	14/8	14/8
North MacKay	21/22 Oct	7/10	14/10

Outwards:

Programs Approved: As above

7. Items for General Business:

- 7.1 Rule Book Updates – Peter Ryan.
Art 201.2 to revert to previous ‘recommendation’ re reduction of Speed.
- 7.2 Certification new Samford Course. GT to discuss with Course Designer re certificate provided as it is unclear as to Level of Competition to which it has been built. Any Competition on the Course would also need to be endorsed by the TD
- 7.3 JE Cards Approved to issue by Office
- 7.4 Report on State Competition at Toowoomba – Zone 4. None provided – Steph gone to bed!!
- 7.5 Report on HT CB School 16 17 Sept at Toowoomba. Inadequate and inappropriate
- 7.6 Official Days – Calendar to be considered by Office and JM
- 7.7 Melinda H – ODE - Seniors who compete at Preliminary Level and above to have Cards due to records of MERS (Refer Item 13. Seniors in Rule Book)
- 7.8 Melinda H - Comment on need for Running gags to be allowed. Lodge requests with PCA and ask for explanation of ban.
- 7.9 Very few applications for variations to Minimum Medical Standards received. Implies all competitions are able to run to the standard. Requests need to be submitted for future review and possible changes by PCA.
- 7.10. Peter R - PCQ Web Site advice on FEI approved Cups is confusing. To be clarified with Office by GT.

7.11 Nationals Competition – Perth.

TC gave verbal report on Travel, attendance and Results of the Competition.

Very positive about all aspects, even the travel over and back, and very good results for the attendee Riders. Very disappointed about the Management of the Competition. The Perth Event was run as Hub event. There was no reflection of a Nationals Competition as previously experienced in other States, and particularly Qld.

Tracy reflected that the utilisation of HUB Events for a Nationals Competition is very detrimental to the format and enthusiasm of a Nationals Event.

Congratulations to the Qld Participants.

8. Next Meeting: Monday 20 Nov, 2023.

9. Meeting Closed: 9.25pm