



Zambia Pony Club  
Constitution 2023

## **Mission Statement**

The Zambia Pony Club aims to provide an inclusive, caring, fun and educational environment that transcends all barriers to provide group learning opportunities for all young people under 25 years who are interested in horses and ponies. With the welfare of the equine as paramount.

## **Overall Goal of the Pony Club**

To encourage all young people to become involved in horses and/or ponies, and to educate and qualify young people by organising fun and educational activities in all areas of the horse industry with the care and increased knowledge of the horse and pony as centre to all activities.

## **Objectives of the Pony Club**

The objectives of the Pony Club are:

- To educate and encourage young people in a happy and welcoming environment on the proper care and management of horses and ponies through rallies and other group activities.
- To qualify young people in the art of horsemastership with the use of international Pony Club Tests.
- To introduce young people to all types of activities to do with horses and ponies with the welfare of the horse and pony as paramount.
- To educate young people on the environment and the world around them.
- To form bonds with other Pony Club communities around the world through competition and other Pony Club activities.

## **Code of Conduct for Members**

The Pony Club is fully committed to safeguarding and promoting the wellbeing of all its members and the highest ideals of sportsmanship, citizenship and loyalty, to create strength of character and self-discipline. The Pony Club believes that it is important that members, parents / guardians, officials, volunteers and coaches should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are always encouraged to be open and to share any concerns or complaints they may have about any aspect of the club and its activities with the Branch / Centre Safeguarding Officer. Make it your business to know who the safeguarding officer is as it is not always the District

Commissioner, Secretary or Rally organiser as any concerns should be raised in the strictest confidence.

Branches and Centres should offer a positive experience for members where they can learn new things in a safe, enjoyable and positive environment.

**Members have the right to:**

- Be safe and happy in their chosen activity.
- Be listened to, respected and treated fairly.
- Privacy.
- Be protected from harm.
- Participate on an equal basis, appropriate to their ability.
- Experience competition and the desire to win without undue pressure.
- Be believed and supported.
- Ask for help.
- Have their concerns taken seriously and acted on as may be appropriate.

**As a Member of The Pony Club, you are expected to abide by the following Code of Conduct:**

- Keep yourself safe.
- Report any concerns about safeguarding poor practice / conduct you may have to the appropriate person at your Branch / Centre.
- Be friendly, supportive and show respect to coaches, officials and volunteers.
- Be friendly, supportive and show respect to other members.
- Take care of, and show respect to, your horses / ponies.
- Play fairly and be trustworthy.
- Behave in accordance with this code of conduct and listen to all instructions given by coaches, officials and volunteers.
- Abide by the rules of The Pony Club and its Sports, and accept the decisions made by coaches, officials and volunteers.
- Politely query a decision that you do not understand and listen to the explanation.
- Do not cheat, be rude, violent or aggressive.
- Refrain from using foul or abusive language.
- Refrain from bullying, becoming involved in discrimination of any kind, or inappropriate peer pressure, including pushing others into something they do not want to do. This includes face to face interactions or through the use of social media or technology.
- Ensure you comply with the current Health and Safety Alcohol and Drugs policy.
- Do not engage in sexual activity whilst in attendance at any Pony Club event.
- Do not criticise officials, coaches, volunteers, staff, members or parents / guardians on social networking platforms or using text messages / emails.
- If you are under 18, do not leave an organised event unless accompanied by your parent / guardian or by a Branch / Centre official.
- Do not post pictures or other images of a child under 18 on any social network platform without the permission of the child involved and their parent / guardian.

- Be aware that it is not acceptable to photograph or video an injured person under any circumstances.

*Any minor misdemeanours and general misbehaviour will be addressed by the coach/branch chairman, official or volunteer and reported to the designated person as appropriate. More serious or persistent misbehaviour may result in disciplinary action in accordance with the procedures laid down in The Pony Club Rules*

### **Family Member Code of Conduct**

Families of Pony Club Members must also abide by the Pony Club Code of Conduct

### **Membership Year**

**The Pony Club membership runs from 1 March to the 28 February.**

### **Pony Club Central**

The Pony Club is a club run under the Zambia National Equestrian Federation and is required to pay a membership fee to the federation. The Federation in turn will open a back account for the Pony Club and is the organisation that will affiliate on the behalf of the Pony Club with Sports Council and any other official body required.

Pony Club Central will have the following board:

- District Commissioner – Voted. 4-year term x 2. One vote on the board.
- General Secretary – appointed. No vote on the board.
- Treasurer – appointed. No vote on the board.
- Branch Chairmans – voted by branch membership – one for each Branch. Each branch has one vote on the board.

Meet 2 x year.

- Point of contact for other organisations such as ZANEF (FEI, NOC, ZNSC), Polo Zambia, Polo Crosse Zambia, other Pony Clubs in the World.
- Affiliates with Pony Club UK and with any other organisation when needed.
- Develops rules for various activities.
- Develops guidelines for Branches to follow rally ideas etc.
- Organises and records Pony Club Testing with Branches.
- Supplies ties and badges.
- Supplies Efficiency Certificates.
- Supplies Achievement Badges.
- Organises International Tours.
- Team selection for international Pony Club events and tours
- Sports Council Approval (through ZANEF) for international guests and events.

### **Branches**

- Branch Chairman – voted position. This position is ideally held by a coach.
- General Secretary – appointed.
- Coach – if not standing as branch chairman
- Volunteers

Branches set their own membership fees but will be required to pay a subscription to Central. Branches largely run their own affairs but are required to hold at least 6 rallies a year and attend Pony Club Testing when offered.

### **Linked Riding Centre**

Linked Riding Centres are registered under their nearest Pony Club Branch (area) and are represented at Pony Club Central meeting by the Branch Chairman. They can conduct all Pony Club activities with the approval of their Branch Chairman and Secretary.

- Linked Riding Centres can access The Pony Club's internationally recognised Tests and Achievement Badges to help members develop their riding and horse/pony care skills.
- Centre members can enter all regional and national Pony Club competitions.

Riding and Stable Management Coaches (Mounted Rallies and handling ponies)

- Riding Centre Coaches need to have a ZANEF recognised coach qualification, have attended a safeguarding course and have a relevant First Aid Certificate renewed every 3 years.
- Coaches will have access to ZANEF Coaching Courses to help you develop and upskill your coaches.

Riding Centre Coach/Subject Expert (Unmounted Rallies that don't involve a pony) must have or be accompanied by someone with:

- A safeguarding course within the last three years
- Current First Aid qualification
- Regular attendance at a Pony Club Branch Rallies

A Riding Centre will need to have the following in place:

- Be a Registered Club with ZANEF.
- Current Public Liability insurance.

A Branch Coach will visit a new Riding Centre initially to help get everything set up.

### **The Manual of Horsemanship**

The Manual of Horsemanship is the official Pony Club manual that governs all educational equestrian activities conducted by the Branches.

## **Competition/Discipline Rules**

The ZANEF Rules will be used for the Olympic disciplines.

Other sports such as polo and polo crose, mounted games etc will use PCUK Rules.

## **Rallies**

The Pony Club Rally is central to all Pony Club activities. Rallies should be held at least 6 times a year. Rallies can be held mounted or unmounted and should be educational, fun and inclusive and should have a certificate, achievement badge or other presented to the members at the end of the rally.

Rally ideas:

1. Horsemanship rallies – members learn about how to care for horses and ponies with the help of the Manual of Horsemanship
2. Stable management rallies
3. Discipline rally – dressage, jumping, eventing, mounted games, polo, polo crose that includes teaching beginners how to attend to each activity.
4. Pony Trek – camping trail riding for a couple of nights
5. Conservation – members learn about the environment.
6. Riding and road safety
7. First Aid – rider and horse
8. Mock Hunt

## **The Pony Club Camp**

The camp is often the highlight of the year for members – the camp should be held over a few days and be educational, fun, and inclusive. Branches of the Pony Club can join for any activity to add to the numbers.

## **The Pony Club International Show**

Is an annual event that celebrates several different equine disciplines and can include dressage, jumping, arena eventing and combined training – both individual and team. Zambia should invite other active regional Pony Clubs to compete on borrowed horses/ponies.

## **Pony Club Mounted Games**

Pony Club Mounted Games should be organised at least once a year. Mounted Games teach balance, riding skills, sportsmanship, and Horse Welfare. An interbranch final should be held annually.

## **ZANEF end of year award**

The Zambia Pony Club may award a Horsemanship award at the ZANEF End of Year Awards to a Pony Club member. The Pony Club Member should have achieved good results in their Pony Club Efficiency Test that year and shown the best horsemanship throughout the year. This will be decided by Central with input from all Branch Chairmans. The winner will be awarded the Zambia Pony Club Horsemanship Badge and will be required to wear the badge at events.

## Structure of Pony Club Zambia

