

## BASIC REQUIREMENTS

All master score sheets for discipline concerned.

All score sheets may be obtained from PCAQ.

Score sheets should be written up with competitors'/horses' names prior to the event wherever possible.

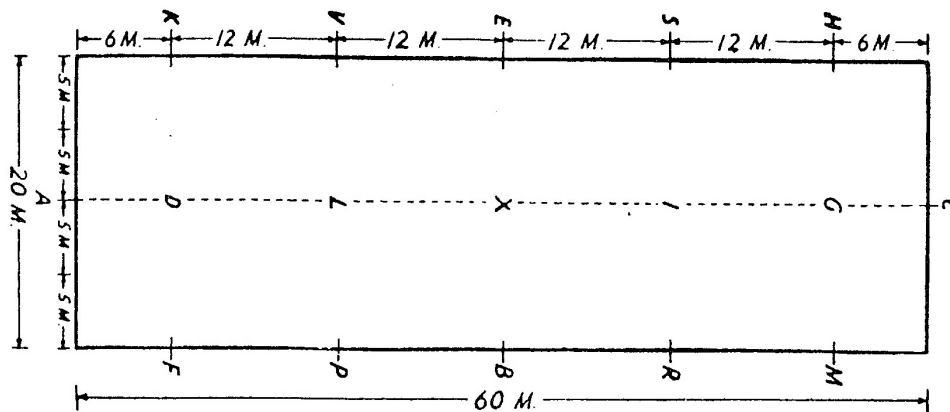
- Board for master score sheets to be displayed where applicable
- Calculators - with easy to use numbers
- Pencils and sharpeners
- Biro's in different colours
- Highlighters in different colours
- Nikko pens (black and red) with fine point
- Staplers and Staple Removers
- Spare Staples
- Correction Fluid (Liquid Paper)
- Rubbers
- Rulers
- Scissors
- Masking Tape
- Thumb Tacks
- Bulldog Clips (Large/Medium)
- Scrap paper or note pad

**\* For Basic Scoring Quick Reference  
see the Appendix at the back of this  
book**

## DRESSAGE

A **Dressage Competition** is a test performed in an arena, generally 20m x 60m. The horse's performance is judged, in most instances by two people. The judges are mainly looking at the horse's paces, freedom and regularity, impulsion and desire to move forward, submission, attention and confidence and acceptance of the bit. The rider's position, seat, and correctness and effect of aids are also marked.

The **Centre Line Judge** is always at the marked position "C" and is the Chief Judge. The other judge is positioned on an extension of either side line as shown.



### PRIOR PREPARATION FOR EVENT

- Obtain services of **accredited** judges from the list issued from PCAQ.
- Obtain copy of draw and prepare Master Sheets, 2 copies one for scorer, one for notice board, with names of competitors in each group and/or grade.
- For ease of dealing with large numbers, colour co-ordinate test sheets - use coloured dots, stars etc, and/or different coloured dashes etc. - according to group/grade where possible.
- Allow two sheets per rider per test + 10% spare.
- Clipboards for Dressage Tests.
- Blue/Black biros, two per clipboard (**NOT PENCILS**)
- Copy of draw on each clipboard.
- Names of Judge, Penciller and No. of arena on Clipboard (See diagr 1 - Page 6)
- At the start of the day, all performance cards (if required) should be sorted into competitors' groups and given to the Scoring Supervisor. (Note requirement for minimum 6 competitors in a group, and at least a score of 55%, for points to be automatically awarded.
- If the rider does not produce the performance card, **no ribbons or trophies should be given to that rider until the card is presented either to the organiser or to PCAQ.**
- **Make sure Gear Stewards, Pencillers, Announcer, and Scorers have an up-to-date copy of the draw with all scratchings/alterations clearly marked.**
- **Pencillers to write Rider's Number and Name on sheet as they come up for salute - prevents marks being entered for wrong rider.**

## **JUDGING**

Each competitor is judged on a number of tests at their appropriate level. Examples of different test sheets are given (Diagrams 2 and 3 - Pages 7 & 8.)

### **General Requirements**

**The Scoring area will be OUT OF BOUNDS, and should be as quiet an area as possible.**

Marked sheets, duly signed by the Judge must be treated as confidential until given to the competitor when they become his or her private property.

Scorers must be impartial.

If at all possible, it is preferable that scorers should not have children competing.

**Centre Line Judges Sheets to be marked with CL and placed on top when stapling sheets together.**

### **Personnel Required.**

#### **Runners**

Approximately 1 runner for every 3 rings should be provided. **Runners should be provided with a bag or pocket folder to collect sheets so that none are misplaced.**

It is essential that RELIABLE runners collect sheets from judges ON A REGULAR BASIS. DO NOT ALLOW A BUILD UP OF SHEETS WHICH MAY HOLD UP THE END RESULTS OF THE GROUP. START AFTER 3-4 RIDERS.

## **METHOD OF SCORING**

### **Scorer A (Collator)**

- Obtains sheets from runner.
- Collates sheets making sure both sheets apply to the same competitor.
- Staples two sheets together with **Centre Line Judge's Sheet on top.**
- **Check all movements have been marked**, alterations initialled and sheets signed. If not return the sheet immediately to the judge concerned.
- Calculate co-efficients included in most tests, i.e. multiplying factor of 2, at a square beside the mark given by the judge, multiply that mark by 2, the result (to be written in pencil) becomes the mark for that movement. (See Diagram 2 - Page 7)
- Check for errors of course - if only one judge has marked an error, ask Technical Delegate to check with Centre Line Judge. Errors should be indicated on sheets by pencilers as shown on Diagram 2 but a check should be made of complete sheet.

**NB. Marks on sheets other than co-efficients must not be altered by scorers.**

**Scorers B** - Scorers to work in pairs, one to add and one to check. Number of pairs depends on the number of entries. As a guide, one pair per two rings.

- Adds each sheet to find total of good marks, total to be written in pencil. (Points allocated by judges are good points, not penalty points).
- Deduct points from individual total on each sheet for any errors of course. (1<sup>st</sup> error -2 points, 2<sup>nd</sup> error -4 pts. 3<sup>rd</sup> Elimination) before totals are added together.
- Add totals of the two judges' marks together, average them, i.e. divide by 2.
- Resulting mark should be shown as a percentage of the total possible score for that test.

Examples: Judge 1      130      Judge 2      133  
130 + 133 = 263  
263 - 2 = 131.5  
 $\frac{131.5 \times 100}{200} = 65.75\%$     or     $\frac{131.5}{2.0} = 65.75\%$

Write score clearly at the top of sheet and circle. All percentages should be taken to 2 decimal places. (See Diagram 3 - Page 8)

**NB. All calculations should be clearly set out at the foot of the top sheet for each test.**

**Scorer C - Scribe (Can be scorer A when numbers are small)**

- Transcribes marks to Master Sheet as per Diagram 4 - Page 9. When all marks have been entered on the Master Sheet, placings may be calculated. The higher mark is the winner in each group/grade.

**Age Group Champion or Teams Points**

- Points are awarded on a descending scale from 10 to 1, i.e. 10 points for 1<sup>st</sup>, 9 for 2<sup>nd</sup> etc.
- Placings and points should be marked on Master Sheets in red.
- Age/grade champion, add points for placings in each test to obtain total for rider. For example, a rider with a 1<sup>st</sup> placing in the group for one test (10 points) and a third placing for a second test (8 points) would have an overall total of 18 points. The Champion is the rider with the most points, regardless of the number of tests performed.
- **In the event of a tie**, the actual marks for the number of tests involved will be averaged and the rider with the highest average score will be the Champion. If still equal, the rider who has obtained the highest mark in the highest test will be winner.
- Master Sheets should be posted on the result board and scores entered at regular intervals throughout the competition.

**Test sheets must be made available to riders at the same time as final results for the group or grade are posted on the board. Results must be displayed for at least 30 minutes before presentation of awards, to allow time for protests to be considered. Any protests made after 30 minutes will not be considered under any circumstances. Note time of posting on the Master Sheet**

Every attempt should be made to present awards for individual classes as soon as possible after this time has elapsed.

**Performance Card Recorder (Can be Scorer C when numbers are small)**

**A person should be appointed to take charge of entering results on performance cards.** Results should be entered on Performance Cards at regular intervals throughout the day.

Riders under 13 years at official dressage days will compete in their respective age group. They may ride any grade of horse as long as it is their normal pony club mount. No grading points are awarded.

Tests of Preliminary standard are open to horses which at closing date of entries have gained less than 30 points in Official Dressage competition.

Tests of Novice standard are open to horses which at closing date of entries have gained more than 30 but less than 60 points in Official Dressage competition.

Tests of Elementary standard are open to those horses which have ceased to be eligible for Novice.

## Grading Points

Please note that points awarded for placings in each class (10th down to 1st) are not the same as the points written in cards. These are:

Preliminary: 1<sup>st</sup> - 6 pts: 2<sup>nd</sup> - 5pts: 3<sup>rd</sup> - 4pts: 4<sup>th</sup> - 3pts: 5<sup>th</sup> - 2pts: 6<sup>th</sup> 1pt  
Novice: 1<sup>st</sup> - 6 pts: 2<sup>nd</sup> - 5pts: 3<sup>rd</sup> - 4pts: 4<sup>th</sup> - 3pts: 5<sup>th</sup> - 2pts: 6<sup>th</sup> 1pt  
Elementary: 1<sup>st</sup> - 6 pts: 2<sup>nd</sup> - 5pts: 3<sup>rd</sup> - 4pts: 4<sup>th</sup> - 3pts: 5<sup>th</sup> - 2pts: 6<sup>th</sup> 1pt

Where there is a tie for a placing, the average of the points available for these placings should be allotted to each horse concerned and taken to the nearest whole number. Where the average includes an exact half, i.e. point .5, the next highest whole number is taken. Do not write fractions of points in the performance card.

### **Riders must achieve 55% in a test, and there must be a minimum of 6 riders in the group for the points to be entered on the performance card.**

Three riders constitute a competition, however, in groups of at least 3 and less than 6 riders, **should the rider wish to accept the points they may do so. In this case the organising secretary MUST state that points have been taken on the result sheet sent in to PCAQ. Riders should be asked if they wish to accept points when there are less than 6 in the class.**

Groups of less than 3 riders may be combined with a lower group.

### **Team Competition**

A separate score sheet should be used with riders listed in clubs/zones (See Diagram 5 - Page 10).

### **12 & Under Riders are included in all teams.**

#### Official Events, Club/Zone Teams

Unless otherwise stated on the programme, results are taken from points awarded for overall placings in Groups/Grades in the Official Section. Club/Zones may choose to run Teams Competition where the actual riders must be named before start of competition.

A team consists of 4 riders from the one Club, with the best 3 scores to count. A team of 3 riders is acceptable and may beat a team of four. If a club has more than 4 riders, the first team will be made up of the top 4 scorers from that club, the second team starting with the club's 5<sup>th</sup> highest scorer.

### **Seniors are not allowed in teams.**

#### State Event Teams

A Zone team consists of 4 riders with the 4 best scores all belonging to one Zone, with the best 3 scores to count. A team of 3 is acceptable and may beat a team of 4. If a Zone has more than 4 riders, the first team will be made up of the top 4 scorers from that Zone, the second team starting with the 5<sup>th</sup> highest scorer.

The State Team consists of the top 4 riders all belonging to the same State, with the best three scores to count. A team of 3 is acceptable and may beat a team of 4.

#### Tie

Where there is equality of points, the rider in the higher group will form part of the team. If there is equality within the same age/group. eg 2 riders in Preliminary, then they will be separated **as for a tie in an individual competition.**



**Check all movements are marked**  
**Check all alterations are initialled**  
**Check all sheets are signed by judge**  
**Check errors of course are noted**  
**Calculate co-efficients**







# COMBINED TRAINING

The Rules for this competition will be found in the Dressage Rule Book.

Combined Training is a two-phase competition. Dressage with Showjumping or a Cross Country Course.

The Dressage and Showjumping Tests which make up a Combined Training Competition must be taken in that order.

Showjumping is judged under Table A over one round on Time Allowed with no jump off. Time taken by rider must be recorded on showjumping score sheet. (2<sup>nd</sup> Step in separating a tie)

The same horse and rider must complete both tests and elimination from one test involves elimination from the whole competition.

## **Grading**

As Combined Training is a two-phase competition, it is necessary to consider both phases in a grading system.

Horses will have both a dressage grade and a jumping grade as follows:

Dressage:	A - Preliminary	Jumping:	1 - Low 80cm
	B – Novice/Elementary (Novice test)		2 - Medium 95cm
			3 - High 1.10m

12 & Under - Preliminary Dressage, Jumping Height 70cm

Horses which compete in Elementary or Novice Dressage must be graded B.

Horses which compete in Preliminary are graded A.

Horses which compete in C,B & A Grade Showjumping: Novice and Open Eventing must be graded 3.

Horses which compete in D Grade or Pony & Galloway Showjumping: Restricted Novice Eventing must be graded 2:

Horses which are young, inexperienced etc. are graded 1 and must have no performance card for Showjumping including registration card for Pony & Galloway. They can have an Improvers Eventing card.

12 years & under may compete on any grade horse, provided it is their normal Pony Club mount. No grading points are awarded to the 12 years & under group.

## **PRIOR PREPARATION FOR ORGANISERS**

Obtain the services of accredited judges from list issued from PCAQ.

As per Dressage Section, plus adequate supply of showjumping score sheets. (See Diagram 7 - Page 14)

Combined Training Master Score Sheets - (See Diagram 8 - Page 15)

## **JUDGING**

Each competitor is judged on a dressage test and a showjumping round at their appropriate level and a final result arrived at by deducting showjumping penalties from dressage aggregate score. The competitor with the highest final score is the winner.

## **SCORING**

As per Dressage up to point of obtaining average mark.

Errors of course: 1<sup>st</sup> 2pts; 2<sup>nd</sup> 4pts; 3<sup>rd</sup> Elimination.

Instead of then calculating %, the average mark is divided by 3, giving the dressage **aggregate** score. (See Diagram 6 - Page 13)

For jumping phase, check that faults are added correctly across the page and that jumping and time faults (1 penalty for each commenced 4 seconds over time allowed) are correctly calculated.

Total Penalties incurred in showjumping phase (both time and jumping penalties) are entered on the Master Score Sheet and then **deducted** from the dressage aggregate to obtain competitor's final score.

**If there is an equality of points between two or more competitors, the highest marks for the Dressage test will decide. If there is still equality, the fastest time for jumping determines the result.**

**All competitors' times for jumping round must be entered on judging sheets.**

Master Sheets should be posted on the results board and scores entered at regular intervals throughout the competition.

Dressage Test Sheets must be made available to riders on completion of the Dressage phase for their group.

**Results must be displayed for at least 30 Minutes before presentation of awards to allow time for protests to be considered. Time of posting should be noted on the Master Score Sheet. After 30 minutes, no further protests will be considered.**

### **PERFORMANCE CARDS**

A person should be appointed to take charge of entering points on performance cards.

**Pts are awarded in all grades: 1<sup>st</sup> - 3pts: 2<sup>nd</sup> - 2pts: 3<sup>rd</sup> - 1pt: 4<sup>th</sup> - 1pt: 5<sup>th</sup> - 1pt.**

**Upon reaching 10 points in any grade the horse should be upgraded on its dressage grading, e.g. a horse who is A1 with 10 points would become B1.**

Points are only automatically written in cards if there are a minimum of 6 riders in a grade. If there are at least 3 but less than 6 competitors in the grade, riders may choose to accept their points if they so wish. **In this case, the Organising Secretary MUST advise that the points have been taken on the results sent in to PCAQ. Riders in classes with numbers less than 6 should be asked if they wish to take their points. Groups of less than 3 riders will be declared unofficial.**

### **TEAMS**

Award points in each group 10 to 1 descending.

A team must have 3 riders remaining in competition i.e. not eliminated.

### **12 & Under are allowed in teams**

#### Official Events, Club/Zone Teams

Scores are taken from points awarded for overall placings in Groups/Grades in Official Section.

A team consists of 4 riders with the best four scores from the one Club, with the best 3 scores to count. A team of 3 riders is acceptable and may beat a team of four. If a club has more than 4 riders, the first team will be made up of the top 4 scorers from that club, the second team starting with the club's 5<sup>th</sup> highest scorer.

**Seniors are not allowed in teams.**

State Event Teams - A Zone team consists of 4 riders with the 4 best scores all belonging to one Zone, with the best 3 scores to count. A team of 3 is acceptable and may beat a team of 4. If a Zone has more than 4 riders, the first team will be made up of the top 4 scorers from that Zone, the second team starting with the 5<sup>th</sup> highest scorer.

The State Team consists of the top 4 riders all belonging to the same State, with the best three scores to count. A team of 3 is acceptable and may beat a team of 4.

Tie - Where there is equality of points, the rider in the higher group will form part of the team. If there is equality within the same age/group. eg 2 riders in Preliminary, then they will be separated **as for a tie in an individual competition.**









# HORSE TRIALS

All Horse Trials Competition (or ODE) consist of three separate Tests: Dressage; Cross Country; Showjumping. The marks, shown as penalties, are cumulative.

**The competitor with the lowest penalty score will be the winner.**

The Dressage test is always held first. The order of cross country and jumping phases is optional, but must be clearly stated in the programme or on the draw. Showjumping may be held prior to the cross country depending on numbers.

## **PRIOR PREPARATION FOR ORGANISERS**

Obtain services of accredited judges from list issued from PCAQ.

Dressage & Cross Country - Colour co-ordinate all score sheets with age/grade group, using the same colours as the discs marking the cross country jumps, i.e.

Blue for Open, Yellow for Open/Novice, Pink for Restricted Novice, White for Improvers and Orange for 12 years and under. (Improvers course should present a greater degree of difficulty than that for 12 & Under although heights and widths remain the same) Where a Pony Club competition and an EFA competition are being held over the same course the pony club competitors will follow the EFA colour which corresponds in height to our class eg: EFA White Introductory/80cm - PCAQ Improvers; EFA Red Preliminary 95cm - PCAQ Restricted Novice; EFA Pine Pre-Novice 1.05m - PCAQ Novice/Open

In unofficial sections, i.e. Beginner, another colour should be used.

Obtain all necessary score sheets from PCAQ - Dressage test sheet, cross-country obstacle, time sheet, tally sheet, Master sheet.

Cross Country Timing - will need a Timekeeper, a Penciller and a person (who may be either out on course or in the scoring room) to calculate the time penalties and a copy of the draw.

The Master Score Sheet should be placed on the result board at the start of the day and remain on the board at all times. Scorers retain a smaller version of the master sheet in the scoring room.

## **MEDICAL/FIRST AID REQUIREMENTS**

- There should be present either an ambulance, doctor, St. John's Ambulance personnel or, as a minimum requirement, a person holding a current senior first aid certificate or a registered nurse.
- The First Aid person must have no other duties and should wear a clearly visible bib or armband designating this duty.
- A First Aid station must be provided
- In the case of horse trials, both the showjumping and cross country to have separate first aid personnel if they are running at the same time.
- Emergency vehicles must be able to access all parts of the ground
- Local ambulance and hospital must be advised of the location of the event
- Riders who have fallen to be assessed by First Aid Personnel before continuing the event
- The organising committee must arrange adequate communication involving all emergency services, officials and cross country crash crew (i.e. two-way radios)

**Veterinary:** If possible, a Veterinary Surgeon should be present during the jumping and cross country tests and must be available on call for the duration of the event.

**Communication:** The Organising Committee must arrange adequate communication involving all emergency services and key officials.

## **HANDY HINTS**

Jump Stewards on the Cross Country Jumps **MUST** put their name on each sheet together with the jump number.

Timekeeper must be familiar with operation of the stop watch or timepiece.

Each rider should be sent out exactly on the minute or half minute.

Runners - reliable persons for collecting dressage sheets from the judges on a regular basis are essential, as this could hold up the whole day. **A suitable bag or folder should be provided for collection of sheets so none are misplaced.**

Mounted Stewards collecting cross country sheets - must also be very reliable and must bring in sheets on a very regular basis, certainly after each group has gone through.

It is helpful to have someone in charge of each phase, i.e. Dressage Co-Ordinator, Cross Country Co-ordinator and Showjumping Co-ordinator.

## **SCORING**

### **Dressage Phase -**

Judges marking sheets with remarks duly signed by the judge must be treated as confidential until given to the competitor when they become his or her private property. Sheets should be made available to competitors when all Dressage marks for the group have been posted. Note time pm master sheet.

Errors 1<sup>st</sup> 2; 2<sup>nd</sup> 4; 3<sup>rd</sup> Elimination

### **Scorer A**

Collate dressage sheets, staple them together **with centre line judge's sheet on the top.**

Check all movements are marked

Check for errors of course and that they are on both sheets

Make sure judge has signed sheet

(If any of the above have not been completed, ask Technical Delegate to refer to Centre Line Judge on arena concerned.)

Calculate any co-efficients.

### **Scorers B** (work in Pairs - one to calculate and one to check all calculations)

Add up dressage marks on each sheet and check errors of course.

Average marks for each rider by dividing total by 2.

This average of good marks is then subtracted from the maximum possible good marks for the test in order to convert marks to penalties.

This penalty mark is then multiplied by 0.6.

Any penalty points for errors of course or test are then added.

The resulting total is the score in penalty points for the test and should be calculated to two decimal places. (See Diagram 10 - Page 21)

Write the total of penalties clearly at the top of the sheet and circle.

When checked, sheets should be handed to Scorer C (or Scorer A if numbers do not necessitate having a fourth scorer).

### **Scorer C**

Enters the dressage penalties on the Master Sheets and puts the results on the result board at regular intervals. (See Diagram 15 - Page 26)

If there is a Team Competition, this Scorer transposes scores to a Team Score Sheet (See Diagram 16 - Page 27)

Dressage test sheets **MUST** be made available to riders at the completion of the dressage phase for that group.

### **Cross Country Phase -**

#### **Scorer A**

Collates jump sheets (See Diagram 11 - Page 22) in chronological order of jumps, refer Technical Delegate if any sheets appear to be missing.

Check Jump No. and Stewards Name is on each sheet.  
Make sure that no sheet contains more than one group. If it does, sheet should be clearly marked where new grade/group starts.  
Check Stewards remarks - if any need clarification refer Technical Delegate.

#### Scorers B & C (working in pairs)

Scorer B reads to Scorer C from cross country jump sheet for each jump in turn, calling rider's number and penalties incurred, if any.

Scorer C marks the cross country tally sheet accordingly (See Diagram 12 - Page 23). If any result should be in question, the result square for that rider should be left blank until query is answered.

**Do not assume that riders will continue to be recorded at each jump in chronological order - riders regularly overtake each other on course, or may be eliminated.**

**Second fall of rider and first fall of horse on the cross country course results in elimination.**

After entering all results for the group, penalties for each rider should be added across the sheet and total cross country jumping penalties entered.

Scorer C will then enter these penalties on the Master Score Sheet (Diagram 15 - Page 26)

#### Time Sheets

Make sure time penalties are calculated from time sheets as soon as possible after the group finishes.

**NB All times should be converted to seconds to enable time faults to be more easily calculated - at .4 faults per second or commenced second over optimum time and .4 faults per second or commenced second for over 20 seconds under optimum time. (See Diagram 13 - Page 24)**

If the timekeeper has calculated penalties, these need to be checked.

Time penalties should then be entered on the Master Score Sheet which is posted on the Result Board.

#### **Showjumping phase -**

Check all faults on showjumping sheets (See Diagram 14 - Page 25) including time faults. **First fall of horse or rider in showjumping phase entails elimination.**

**Exceeding time allowed 1 penalty per second or commenced second over.**

Transcribe to Master Sheet and bring up total penalties for all three phases.

#### Classification

The winner of the group/grade is the rider with the **lowest** penalty marks. In the case of a tie, the winner will be the rider with the best cross country score (total of jumping and time penalties). If there is still a tie, the winner will be the one whose cross country time was the closest to the optimum time. If still equal, the dressage mark will decide who is placed higher. This principle applies to all tied placegetters and to teams, see Team Comp. Page 20

**Downgraded horses must receive an additional 20 penalties for each grade level drop.**

Put Master Sheet on Result Board and note time results posted.

**Results must be displayed for at least 30 minutes before presentation of awards to allow time for protests to be considered. After 30 minutes, no further protests will be considered.**

#### Performance Cards

A person should be appointed to take charge of entering results on performance cards. Riders under 13 years at official ODE days will compete in their respective age group. They may ride any grade of horse as long as it is their normal pony club mount. No grading points are awarded.

**Riders 13 years and under 26 years must ride in the grade appearing on their horse's performance card. They are not permitted to ride up a grade at will.**

**Improver - 10 points or less; Restricted Novice 11 to 24 points inclusive; Novice/Open 25 points or more.** Please note that points awarded for overall placings in grades (10 down to 1) are not the same as the grading points written in cards. **Please change the grade on the card when the required no.of points are reached.**

Grading Points are:

Improver & Restricted Novice: 1<sup>st</sup> - 3 pts: 2<sup>nd</sup> - 2pts: 3<sup>rd</sup> - 1pt:  
Novice:/Open 1<sup>st</sup> - 6pts: 2<sup>nd</sup> - 5pts: 3<sup>rd</sup> - 4pts: 4<sup>th</sup> - 3pts: 5<sup>th</sup> - 2pts: 6<sup>th</sup> - 1pt:

**No grading points shall be awarded to any competitor who incurs more than forty (40) cross country jumping penalties.**

There must be a minimum of six (6) riders in an event for points to be awarded. Three riders constitute a competition, although points will not be recorded automatically in performance cards. However, in groups of at least 3 and less than 6 riders, should the rider wish to accept the points they may do so. In this case the organising secretary **MUST** state that points have been taken on the result sheet sent in to PCAQ.

Groups of less than 3 riders may be combined with a lower group eg. Open/Novice with Restricted Novice or the class may be declared "unofficial" at the discretion of the organising committee.

**When grades are combined, the higher graded horses do not have to count the win or placing unless they wish to do so.**

### **Team Competition**

A separate score sheet should be used with riders listed in clubs/zones (See Diagram 16 - Page 27).

12 & Under Riders are included in all teams.

Official Events, Club/Zone Teams

Scores are taken from points awarded for overall placings in Official Groups/Grades. Points are awarded for places in the group/grade from 10 to 1 descending. One point is awarded to competitors completing all phases and not already placed in the first ten

**NB. The point for completion of the course applies to team scoring only.**

Competitors with the same points are separated as follows for team competition.

The rider in the higher grading becomes part of the team.

If equality within the same grading, then the best cross country score decides. If still equal, then the rider whose time is closest to optimum time in the cross country, if still equal, the dressage mark.

In the event of a tie for team placings, the above procedure will be applied.

A team consists of 4 riders with the best four scores from the one Club, with the best 3 scores to count. A team of 3 riders is acceptable and may beat a team of four. If a club has more than 4 riders, the first team will be made up of the top 4 scorers from that club, the second team starting with the club's 5<sup>th</sup> highest scorer.

A team with less than 3 riders remaining in competition cannot be placed at all.

Seniors are not allowed in teams.

State Event Teams

A Zone team consists of 4 riders with the 4 best scores all belonging to one Zone, with the best 3 scores to count. A team of 3 is acceptable and may beat a team of 4.

If a Zone has more than 4 riders, the first team will be made up of the top 4 scorers from that Zone, the second team starting with the 5<sup>th</sup> highest scorer. The State Team consists of the top 4 riders all belonging to the same State, with the best three scores to count. A team of 3 is acceptable and may beat a team of 4.















# SHOWJUMPING

## **PRIOR PREPARATION FOR ORGANISERS & COURSEBUILDERS**

- Obtain services of accredited judges from list issued from PCAQ.
- Ensure there is an adequate supply of showjumping score sheets for each ring - allow 3 sheets per group per event. (Diagram 17 - Page 31)
- Provide Pencillers with highlighters and coloured pens to help with identifying clear rounds/place getters.
- Sheets should be placed on a clipboard, together with the Draw, and sent out to the ring with the penciller. Scrap paper could also be useful.
- Stop watches - 2 per ring.
- Bell/Whistle/Buzzer for each ring. Care should be taken that the bells etc. used in adjoining rings should not sound at all similar.
- Master Sheets for each Grade or Group. (Diagram 18 - Page 32)
- Make sure gear stewards, gate stewards, pencillers, announcer and scorers have an up-to-date copy of the draw with all scratchings/alterations clearly marked.

## **SCORING**

- Ensure that there are sufficient reliable runners to keep results coming in from each ring regularly.
- Ensure that result sheets contain the names as well as the backnumbers of placegetters. Check Judge's Name and Signature are on sheets.
- Check that faults are correctly added across the page
- Judges should place competitors down to 10<sup>th</sup> place.
- Check Time Penalties have been calculated correctly (**1 penalty for each commenced four seconds in the first round and 1 penalty for each commenced second in the jump off round.**)
- Check addition on Top Score is correct. If two or more riders have achieved equal points, then the rider with the fastest time has the higher placing. Riders who are eliminated in Top Score retain the points they had earned up to elimination.
- Check Grand Prix Minor Placings PCAQ recommends that Grand Prix be run as per Paragraph 83 3:1 Pages 79 of the Showjumping Rule Book where riders with equal aggregate penalties over both rounds are classified according to their time in the first round.
- If an error is found the Judge should be notified & placegetters recalled.  
See Example Score Sheet Diagram 17 - Page 31)

Points in groups or grades are awarded 10 to 1 descending.

In the event of **equality of points** for individual grade/group championships, the winner is the rider with the most wins. If still equal, the most second placings, and if still equal, the most thirds. If a result is still not obtained the rider who places highest in the Grand Prix will be the winner. **If there is no Grand Prix event on the day, then the AM4, then the AM3, then AM6, then AM5.**

If a result is still not obtained, it is the decision of the Committee to divide the Championship or run a jump-off against the clock. If a jump-off is organised, a one-round Table A should be conducted.

Results of each competition are awarded by the Judge. If an error is found, placegetters are recalled and awards re-distributed.

**Results must be displayed for at least 30 minutes before presentation of overall awards to allow time for protests to be considered. After 30 minutes, no further protests will be considered.**

### **Performance Cards**

**A person should be appointed to take charge of entering results on performance cards. Be sure to write in the new grade when the required number of points is reached eg do NOT write D Grade 19points, change to C Grade.**

Riders under 13 years at official Showjumping days will compete in their respective age group. They may ride any grade of horse as long as it is their normal pony club mount. No grading points are awarded. Even if they are riding graded horses, they must compete in 12 Years & Under.

Riders 13 years and under 26 years must ride in the grade appearing on their horse's performance card. In the case of smaller horses and ponies (15hh or under) riders with a Pony & Galloway Registration Card may compete in Pony & Galloway events. No grading points are awarded for Pony & Galloway but the card should be filled in with placing achieved. Small horses and ponies of any grade may be issued with a Pony & Galloway registration card. If there are not enough competitors to conduct a Pony & Galloway class, the horse/pony can compete in a graded class provided it has the appropriate performance card.

**Riders do not upgrade on the day upon reaching the amount of points needed to upgrade, and any further points earned on the day are not recorded on the horse's performance card. Eg. A horse enters an event as D Grade with 15 points. It wins the first event and thus now has 19 points. The horse remains in D Grade for the day and places 3<sup>rd</sup> in a later event. The 1 point for third place is not recorded on the horse's card, which should read C Grade 19 points at the end of the day.**

**Please note that points awarded for overall placings in grades (10 down to 1) are not the same as the grading points written in cards. These are:**

**1st - 4pts: 2nd - 2pts: 3rd - 1pt.**

**Points in each Grade are:**

**D Grade 1 to 15 points inclusive; C Grade 16 to 39 points inclusive;**

**B Grade 40 to 79 points inclusive: A Grade 80 points or over.**

**When a horse reaches the point score to take it into the next grade this should be written into the card i.e. a horse already holding 14 points D Grade and winning an event would then become 18 points C Grade**

### **There must be a minimum of six (6) riders in an event for points to be awarded.**

Three riders constitute a competition, although points will not be recorded automatically in performance cards. However, in groups of at least 3 and less than 6 riders, should the rider wish to accept the points they may do so. In this case the organising secretary MUST state that points have been taken on the result sheet sent in to PCAQ. Results should contain horse's performance card no. wherever possible.

Groups of less than 3 riders may be combined with a lower group eg. AB/C or the class may be declared "unofficial" at the discretion of the organising committee.

When grades are combined, the higher graded horses do not have to count the win or placing unless they wish to do so.

### **TEAM COMPETITION**

A separate score sheet should be used with riders listed in clubs/zones (See Diagram 20 - Page 34).

**12 & under riders are allowed in automatically selected teams.**

### Official and Club or Zone Teams

A Team is selected from the four best scorers all belonging to one club with the three best scores to count. A team of three is acceptable and may beat a team of 4. Where a club has more than 4 riders, the first team will be the four highest scorers and the second team will commence with the fifth highest scorer. Scores are taken from points awarded for overall placings in Groups/Grades.

Points are awarded for places in the group/grade from 10 to 1 descending. In the event of equality of point scores, the rider competing in the higher grade will be placed in the team. In the event of equality within the grade, then the rider with the most wins would be placed higher, if still equal, then the most seconds, then the most thirds. (See Diagram 20 - Page 34)

Alternatively, a Teams Event may be held with teams named prior to the competition. Teams to consist of 4 riders all belonging to one club, best 3 scores to count. A team of 3 is acceptable and may beat a team of 4. Composite teams may be allowed **only where riders have insufficient numbers to form a team from their own club.**

Scores are arrived at by adding together the penalties, jumping and time, of the 3 best members of each team for that round. If two or more teams are equal for first place after Round 1, the teams jump off. Scores are arrived at by adding together the penalties, both jumping and time, of the three best members of each team for that round. If still equal, the combined times of the three best members of each team will decide the winners. (Diagram 19 - Page 33)

**12 & under riders are NOT allowed in teams where an actual jumping event is held.**

**Pony & Galloway competitors are allowed in all teams.  
Seniors are not allowed in any team.**

### State Event

**The State Team** is automatically selected from the four highest scorers all belonging to one State. Best 3 scores to count. Equality of points is decided as per automatically selected teams above.

**The Zone Team (Open to Queensland Zones only)** is automatically selected from the four highest scorers all belonging to one Queensland Zone, best three scores to count.

**12 & under riders and Pony & Galloways are allowed in the Zone Team Competition.**









# JUMPING EQUITATION

## **PRIOR PREPARATION FOR ORGANISERS & COURSEBUILDERS**

- Obtain services of accredited judges from list issued from PCAQ
- Obtain score sheets or score books from PCAQ
- Obtain services of pencillers who are familiar with symbols used on score sheets
- Two pencillers will be required for each ring - one for each judge
- Score Sheets (Diagram 21 - Page 37) and Draw go out with penciller

### Scorer A

- Collates sheets with Judge 1 on top
- Make sure judges have signed and initialled all sheets and marked No. 1 Judge.
- Checks for disobediences or rails
- Checks that all sections have been filled out
- Adds total points on both sheets
- Adds Judges 1 and 2 and average.
- Fills out box

### Scorer B

- Checks all additions etc.
- Transfers to Master Scoresheet (See Diagram 22 - Page 38)

## **OR**

A third person (scorer) may be seated with the Judge & Penciller to add up the sheets and put sheets in order while the event is in progress to facilitate efficiency.

## **Individual Rounds**

The winner is the rider with the highest mark. In the event of equality of points for any place, the rider with the highest mark for "leg position" is the winner; if equality remains, the rider with the highest mark for "eye contact" and so on down the sheet until a result is obtained. If no result is achieved the riders place equal.

## **Results**

**Of each round should be displayed for 30 Minutes. At the end of this time presentation of awards for that round must be made.**

## **Age Champion**

Highest Points decide the placings. Points are awarded 10 points to 1 point descending to 10th place. If two or more riders tie for the Age Group Champion, the actual marks for the number of competitions will be averaged and the rider with the highest average score will be the Champion. If still equal, work as for the Individual Rounds.

## **Teams Competition - State Championships**

### Zone Team

Teams are selected from the top four points scorers all belonging to the one Zone, best three scores to count. In the event of a tie for team placings, the above procedure as for Age Champion will apply.

Should there be equality of points for teams, the rider competing in the higher age group takes precedence. If there is still equality, then the rider with the highest mark for "leg position", if still equal, the rider with the highest mark for "eye contact" and so on down the sheet until decided.

State Team

Are selected from the top four points scorers all belonging to the one State, best 3 scores to count.

Club/Zone/Regional Competition

Teams are selected as the 4 highest scoring riders all belonging to one club, zone or region, best 3 scores to count. A team of 3 is acceptable and may beat a team of 4.

All age groups are included in teams.









# SPORTING

## **PRIOR PREPARATION FOR ORGANISERS**

Obtain all Score Sheets needed - may be obtained from PCAQ - several different designs of score sheets are available. Clubs may use whichever best suits their needs.

Make out a copy of rules for each event being run and place copy of that particular event rules on each Penciller's Board. **Events not in the rule book should have a diagram with the rules - these must also be shown on the programme. If not on the programme rules will be as per the Sporting Rule Book.**

Make sure you have sufficient stopwatches with a couple of spares and supplies of spare batteries.

Have two scorers for individual age groups overall results.

A further scorer will be needed if there is a competition for the winning club.

Ribbons for each age at each event are presented on the spot and should be sent out with pencillers.

Arrange sufficient runners, mounted or unmounted, to bring in result sheets regularly.

Arrange sufficient stewards to watch lines, put out flags etc.

Events should be set up according to the correct measurements as shown in the Rule Book.

## **SCORING**

Scorers receive sheets (See Diagram 24 - Page 42) from all events and enter results on a Master Sheet (See Diagram 25 - Page 43).

## **Club and Zone Events**

Organisers may award points for places as they see fit. The points to be awarded must be on the programme. However, it is recommended that clubs follow the same programme as for the State Championship.

Addition of totals for each competitor should be checked by a second scorer.

If two or more competitors tie for an individual championship, a countback should be made and the competitor with the most wins declared the winner. If still equal, the competitor with the most seconds and so on. If equal in every case and a result cannot be obtained, a tie should be declared.

If there is a Club Competition, the Club Points Scoresheet (See Diagram 26 - Page 44) should be filled out by a third scorer.

Disputes Committee is formed from one representative from each club present. The club to which the member disputing a decision belongs is not represented. Disputes Fee \$20. Any dispute must be made in writing within half an hour of the presentation for the event in question.

## **State Events**

**Points are awarded from 10 to 1 descending in each event and totalled for age group placings.**

Master Score sheets are displayed permanently on the Results Board and brought up to date as often as possible. Times must also be displayed on the Master Score Sheet.

**Results must be displayed for at least 30 minutes before presentation of awards to allow time for protests to be considered. A time of posting should be recorded on master sheet. No disputes will be considered after this time.**

**State Team**

Automatically selected from the highest 4 scorers all belonging to the one State, regardless of age group, best 3 scores to count.

**Zone Team**

Automatically selected from the highest 4 scorers all belonging to one Queensland Zone, regardless of age group, best 3 scores to count.

**Riders receive points only for their actual placing, regardless of whether riders from another State place higher in the group. (See example below)**

If there is equality of points for teams, a countback is made of number of firsts, then number of seconds, then number of thirds etc.

## DIAGRAM 24

## DIAGRAM 25

## DIAGRAM 26

# CAMPDRAFT

## **OBJECT OF CAMPDRAFTING**

The object is to select a beast in the camp, quietly draft it from the mob, bring it to the face of the camp, prove that you are able to hold it there and when ready, proceed to drive and direct the beast around the course. The main objective is to control the beast as close to the course as possible. That is, direct to, and close to, the pegs.

## **PRIOR PREPARATION FOR ORGANISERS**

- Obtain necessary score sheets - may be obtained from PCAQ (See Diagram 27 - Page 47) & Diagram 28 - Page 48)
- Appoint Judge in Chief
- Ensure that course complies with PCAQ measurements etc.
- Note that Pony Club rules override where there may be any conflict
- Provide Penciller to write scores as called by Judge

## **SCORING**

### **Individual Age Group Champion**

Scorer should enter scores for each rider as they are given and total score for round. If the rider only receives a cut-out score, and no score for outside work, this is carried over into the total for that round.

Where two rounds are held, the two scores are added together and the total of the two scores will be the result.

In the case of one round and a final, those with only a cut-out score in the first round and taken into the final round to fill the necessary placings, cannot be placed above those with an outside score in the first round. Place an asterisk in Total column

### **Teams for Club/Zone Competition**

Automatically selected from the top 4 riders all from one club or Zone as the case may be, best 3 scores to count. A team of 3 is acceptable and may beat a team of 4. (See Diagram 28 - Page 48)

**All age riders, except seniors, are eligible for teams.**

**State Competition - minimum age of rider 12 years. All riders must produce a performance card.**

**Riders are awarded 10 points to 1 point descending to 10th place.**

In the event of a tie, a countback will be made. The winner will be the competitor with the best cut out. If still equal, the best horsework, if still equal the best coursework and if still equal, a run-off should be held, or riders divide.

### **Zone Team**

**Top 4 riders from one Queensland Zone, 3 best scores to count. A Zone may have more than one team placed, but the second team must start at the rider scoring the 5th highest points. In the case of equality of points, actual total score for both rounds will decide the rider forming part of the team.**

**Note: Riders receive points only for their actual placing in their age groups, regardless of whether riders from another State place higher in the group e.g. 1st - Qld (10 pts), 2nd - NSW, 3rd - Qld (8 pts).**

**State Teams**

**Top 4 riders from one State, best 3 scores to count. In the case of equality of points, actual total score for both rounds will decide the rider forming part of the team.**

**In the case of equality of teams, aggregate of cut-out scores of best 3 members of the team will decide the winner.**

## DIAGRAM 27

## DIAGRAM 28

# MOUNTED GAMES

The object of Mounted Games is to provide the members of pony club with an opportunity to compete on good and well-trained ponies. The games will encourage the young riders to train their ponies to be obedient and themselves to become active and practical horsemen and women, who will compete with enthusiasm and determination. The Games foster team spirit and co-operation between riders.

## **PRIOR PREPARATION FOR ORGANISERS**

- Select Games and provide necessary equipment of each game
- Appoint a Judge in Chief
- Appoint necessary Line Stewards
- Obtain score sheets - may be obtained from PCAQ (See Diagram 29 - Page 50)

## **SCORING**

Points will be awarded on the basis of one in excess of the number of teams competing eg. in a four team competition, points will be 5/4/3/ and 2. One point for elimination, 0 points for disqualification.

In the event of elimination for any reason, or failure to complete the race, the team/s will be placed last of those competing and receive points for that place.

In the event of equality for the final placings a "Tie Breaker" game will be used to decide. This game will be selected in advance and be one of those being used in the Competition. Each Team Coach will select a game. These will then go into a draw - the one drawn being the one selected.

The Chief Scorer keeps the score on the official sheet and immediately marks the results on a Master Score Sheet left on the score board. (See Diagram 29-Page 50)

Disqualification of a team is only used when it is considered by the Chief Judge that there has been dangerous riding, deliberate interference, or unseemly behaviour. At the discretion of the Judge in Chief, disqualification may be from the event or concerned or from the whole competition. In the case of disqualification, no team points will be scored.

## DIAGRAM 29

## MULTIPLE EVENT OR “SHIELD” COMPETITIONS

Several Zones hold competitions where points are accumulated over several different disciplines to find a final winner of a perpetual trophy for the year. A rider hoping to win this trophy has to compete at all the different events, usually dressage, showjumping, gymkhana and possibly ODE, Jumping Equitation or Campdraft.

In the past, difficulties and complaints have arisen over the method of carrying forward points from one event to another, and the necessity not to have one discipline unfairly weighted pointwise over another.

It is felt that the following points should be followed:

All events should carry the same scoring. The overall winner of any age, group or grade should receive 10 points, 2nd 9 points and so on down to 1 point for 10th place.

Thus the maximum points obtainable for any discipline will be 10.

In the event of two or more riders having the same score after all competitions have been run, the following procedure will determine the winner:-

A countback should be made and the competitor with the most wins (i.e. 10 points awarded) declared the winner. If still equal, the most seconds (i.e. 9 pts) and so on. If equal in every case and therefore a result cannot be obtained, a tie should be declared.

### **EXAMPLE:**

	Gymk Farway	Dress B.Vally	Gymk A.Crk	Cdrft	Gymk Ashly	S/Jump	ODE	Dress T.bank	Total
Mary B	8pts	3pts	4pts	10pts	-	-	5pts	8pts	38
Joe S	1pt	-	5pts	8pts	6pts	10pts	8pts	-	38

Mary & Joe both have 1 win and no seconds

Mary has 2 thirds - Joe has 2 thirds

Mary & Joe have no fourths

Mary has no fifth

Joe has 1 fifth

**Joe is therefore the winner.**

(See Diagram 30 - Page 52)





## **BASIC RULES FOR SCORERS**

**The following rules apply for all Dressage tests - Dressage, Combined Training, One Day Event.**

1. All working out to be done in pencil
2. Check that judges have signed all sheets
3. Check that judges have initialled all corrections
4. Make sure every movement has a mark. If not the judge is to be asked to give a mark for that movement. If the judge cannot recall the movement or be found, the mark allotted should be the average of the collective marks at the end of the test.
5. All working out is to be done on the sheet of the chief judge for the ring concerned. This sheet to be stapled on top.
6. If co-efficients are marked on the sheet for certain movements, these must be calculated before the good marks given by the judge are added.

### **DRESSAGE**

1. Add all marks together (remember co-efficients) on each sheet
2. Deduct any penalties for errors of course. (2 for 1<sup>st</sup> error, 4 for 2<sup>nd</sup> error, elimination for 3rd error).
3. Put totals on the bottom of the sheet
4. Add totals of the two sheets together and divide by two
5. Calculate the % - marks gained divided by marks obtainable multiplied by 100.

Sample: Judge 1    130    Judge 2    133  
          130 + 133 = 263  
          263 - 2 = 131.5  
          131.5 x 100 = 65.75%  
          200

Percentage calculation and result to be written on the top sheet in pencil.

### **COMBINED TRAINING**

#### ***Dressage Section.***

1. Add all marks together on each sheet (remember co-efficients)
2. Deduct any penalties for errors of course (2 for 1<sup>st</sup> error, 4 for 2<sup>nd</sup> error, elimination for 3rd error)
3. (a) Add the totals of each judge together, then average them by dividing by two (2). Then to obtain the score divide by three (3).

**OR**

(b) Add the totals of each judge together and divide by six (6).

Sample: Judge 1    130    Judge 2    133

(a) 130 + 133 = 263; 263 - 2 = 131.5; 131.5 - 3 = 43.83

(b) 130 + 133 = 263; 263 - 6 = 43.83

### ***Jumping Section***

1. Check each rider has total penalties calculated. This includes jumping penalties and time penalties if any.
2. Any penalties for the jumping section are then deducted from the dressage score
3. If there are no jumping penalties, the rider's total score is the mark obtained for dressage.
4. Both dressage marks and jumping penalties for each rider are written up on a master score sheet.

### **ONE DAY EVENT**

#### ***Dressage Section***

1. Add all marks together (remember co-efficients)
2. Add both judges totals together and divide by two (2)
3. Subtract this total from the maximum marks obtainable
4. Multiply this figure by 0.6.
5. Add any penalty points for errors of course (1<sup>st</sup> Error 2: 2<sup>nd</sup> Error 4: 3<sup>rd</sup> Elim)
6. The resulting total is the score in penalty points for the dressage test
7. Results should be calculated to two decimal places.  
Sample: Judge 1 130 Judge 2 133 one error course -2 maximum marks 220  
 $130 + 133 = 263$   
 $263 - 2 = 131.5$   
 $220 - 131.5 = 88.5$   
 $88.5 \times .6 = 53.1$   
 $53.1 + 2 = 55.1$   
Total penalties = 55.1

Each rider's penalties are then entered on the master score sheet under the dressage section.

#### ***Cross Country Section***

1. Check jump judges score sheets from each cross country jump. Total penalties
2. Mark penalties of each rider for each jump on cross country master score sheet
3. Total jumping penalties for each rider
4. Mark in any time penalties
5. Total jumping penalties and time penalties
6. These total penalties are marked under the cross country section on the master score sheet for each rider.

#### ***Showjumping Section***

1. Check jump judges sheet
2. Total jumping penalties and time penalties for each rider. (If already done, check additions)
3. Mark this result on the master score sheet under showjumping for each rider

#### ***Final Result***

Dressage Penalties + Cross Country penalties + Jumping penalties are added for each rider across the master score sheet. The winner is the rider with the lowest penalties.

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