

PONY CLUB AUSTRALIA
SYLLABUS OF INSTRUCTION FOR
EFFICIENCY STANDARDS

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**SYLLABUS OF INSTRUCTION FOR
EFFICIENCY STANDARDS**
General Conditions for Efficiency Tests
The expected outcomes are shown in italics.

AGES / CERTIFICATE COLOURS

Minimum ages for Candidates undertaking the Tests, and Certificate colours

D Standard	7 years	Yellow
D* Standard	9 years	Lime green
C Standard	12 years	Green
K Standard	14 years	Purple
C* Standard	14 years	Pink
B Standard – Horse Care	15 years	Brown
B Standard – Riding	16 years	Red
B Standard (Restricted Jumping)	16 years	White
H Standard	17 years	Orange
A Standard	17 years	Blue

PRE-REQUISITES:

Standards D, C, C* or K, B - Horsemastership, B - Riding, and A, must be gained in that order, i.e. each is a pre-requisite for the higher standard. There is no pre-requisite for the H Certificate.

EXAMINERS:

An Examiner within a Club may test for D and D*. Each State must have a panel of examiners. Examiners should not test in their own Club unless circumstances, such as excessive distance, make this necessary.

To remain on the Examiners' Panel, Examiners must be active members of a Pony Club and attend current refresher courses conducted by their State. The names of Examiners on the Panel will be reviewed by each State every three years.

EXAMINATION CREDITS:

Any section of a Test passed by the candidate will be held as credit/s until such time as all sections are passed (maximum two years from original practical examination date).

WRITTEN PAPERS:

All written tests **must** be passed prior to the practical examination. For certificates above “C” level written papers **must** be passed before the day of the practical assessment. It is recommended that written papers be taken with enough time to allow supplementary papers to be completed prior to the practical test.

Should candidates have difficulty in expressing themselves in writing for the written paper at any standard, it is permissible for questions to be answered orally, to use a tape recorder, or for an adult to write the answers as directed by the candidate. If an adult writer is used, it is desirable that the person not be a horseperson or be related to the candidate.

Suggested times allowed for completion of written papers are:

C Standard	30 minutes
C* Standard	1 hour
K Standard	1 hour
B Standard	2 hours
H Standard	2½ to 3 hours
A Standard	2½ to 3 hours

PASS MARKS FOR WRITTEN PAPERS:

65% for all written papers. Candidates not achieving 65% will be required to sit a supplementary paper.

SUPPLEMENTARY WRITTEN TESTS:

PASS MARK TO BE 65% FOR ALL EXAMINATION PAPERS. Candidates not achieving 65% will be required to sit another paper. Candidates not passing the second paper must reapply at the next intake.

SUPPLEMENTARY TESTS FOR PRACTICAL SECTIONS:

Supplementary testing must be completed as follows:

C, C Star & K min 3 months max 2 years from date of original examination

B, A, H min 6 months max 2 years from date of original examination

Candidates must be assessed to have reached the standard required prior to re-presenting for the practical tests.

Where possible one of the original examiners should be used for the supplementary test in consultation with the State Panel.

Should a candidate fail a Supplementary Test the full Certificate must be retaken.

WORKBOOKS:

Work certificates are required for K Standard and are recommended for C Star, B, A and H. Sheets are available from State Offices/Clubs. It is recommended that candidates keep a record of their own Pony Club experience.

PRESENTATION:

Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.

No jewellery to be worn. (Exception—Medic Alert bracelets)

Presentation of horse—See individual Test.

HORSES:

Horses used by the candidates for practical examinations must be the rider's qualified mount as per state rules.

CERTIFICATE REQUIREMENTS

STANDARD A

Minimum age of Candidate ... 17 years

A CERTIFICATE CANDIDATE GUIDELINES.

Preparation:

The preparation for the 'A' test should be progressive and continuous. It is an exam for the serious and dedicated riders who are prepared to devote thought, time and effort to improving their riding and knowledge of training a young horse. The years between 'B' and 'A' Certificate must be spent in conscious preparation. Intense or 'crash' courses seldom result in success.

To Pass the 'A' Certificate, candidates must:

- apply knowledge, both in the stables and on the horse.
Knowledge alone is not enough. The examiner must be satisfied that the candidate has had practical experience in the given tasks.
- have a genuine quest for knowledge and a desire to understand the reasons behind what they do.
- have a well established balanced riding position
- apply correct aids in a precise way.

develop the ability to put actions into words, thereby possessing the ability for self assessment.

A CERTIFICATE GENERAL GUIDELINES:

The Candidate must present for the test on a horse suitable for this level (qualifying Rally attendance conditions apply).

It is impossible for Examiners to judge the ability of any 'A' Candidate should they not have a mount capable of demonstrating all requirements.

Candidates will be

- examined riding experienced and 'green' horses on the flat
- asked to assess each horse and the ongoing training programme should be discussed.

The A test is the highest award of the Pony Club and provides a comprehensive examination in horsemanship and horsemastership for well trained and experienced Associate members.

PRE-REQUISITES:

D, C, C* or K, and B Certificates.

EXAMINER/S:

As appointed by the State Co-ordinator. See Page 3.

OBJECTIVES:

- to become an educated horseman/horsewoman, able to ride with confidence and style on the flat and over fences
- to understand the principles of training, including young horses, and be able to put these principles into practice
- to be capable of riding and jumping horses of all temperaments and stages of training and of assessing a horse's potential and how it could be schooled to improve ride and performance
- to gain wide knowledge of the care and conditioning of horses
- to have a sound knowledge of the organisation and running of Pony Club Australia and the Candidate's own State Association
- knowledge of other societies and organisations connected with horses

EXAMINATION FORMAT:

The Test will be conducted in six sections:

- Written paper – to be passed prior to practical testing.
- Presentation.
- Riding on the flat.
- Jumping.
- Lungeing.
- Horsemastership and general knowledge.

Questions may include any work in pre-requisite certificates.

The Candidate must pass all sections to gain an A Certificate.

THE CANDIDATE MUST HAVE EXPERIENCE IN AND COMPLETE WORKSHEETS FOR:

1. Horse care including shoeing and veterinary.
2. Pony Club service.
3. Riding a variety of horses.
4. Lungeing.

5. Course designing and building.
6. Breaking and schooling a young horse. Know the principles of handling, lungeing, backing and riding young horses.
7. Instructing/coaching.
8. Judging experience.
9. Breeds and registration requirements—minimum of three breeds.
10. Designing yards and stables.

Note: Work Sheets to be completed verifying experience in the above categories. Work Sheets are available from your State office which outline the criteria for each of the above sections. These Work Sheets must be completed and submitted.

WRITTEN PAPER:

Approximate time 2½ to 3 hours.

The written paper will be in four sections—

1. Riding
2. Jumping
3. Horsemastership
4. General knowledge.

PRESENTATION:

On the day of the practical test, the horse and rider must be well presented. Candidates must wear formal Pony Club uniform for presentation and discipline appropriate uniform for all practical tests.

The following points should be noted.

- *horse to be well groomed, plaited, well shod and conditioned*
- *saddlery must fit correctly and be well maintained*

RIDING ON THE FLAT:

Show correct paces with the horse on the bit and working towards collection.

Must be able to perform and explain the aids for each of the following movements:

- | | |
|------------------------|---------------------|
| Medium trot and canter | Counter canter |
| Half pirouette at walk | Rein back |
| Simple change of leg | Shoulder-in at trot |

Candidate to give feedback using correct and appropriate terminology.

The candidate must:

- *show an established position and be able to maintain the correct position while applying the aids. Position to be consistent and correct on both reins with an effective lower leg.*
- *have a sound knowledge of training terms, e.g. impulsion, on the bit, etc., and of the stages of training.*
- *be able to change the horse's frame, outline and length of stride and maintain his balance throughout all work.*
- *assess the way the horse is working and recognise when the horse is out of balance and be able to improve it.*
- *use simple exercises/school figures, to show horse is willing to move away from the leg, accept driving and restraining aids, and control line of travel and straightness in the horse.*
- *show good use of allocated area and understanding of exercises and school figures appropriate to the horse's level of training and performance on the day.*
- *encourage the horse to work with a softer, rounder back.*
- *be able to improve and change the horse.*
- *demonstrate/have knowledge of exercises to improve the rider's position.*
- *be able to give feedback using correct and appropriate terminology.*

There should be some discussion on whether the rider has trained the horse, and how long the combination has been together.

The horse must:

- *be forward, active and show relaxation*
- *be consistent in rhythm and tempo in all paces with an even acceptance of the bridle on both reins*
- *show consistent rhythm and tempo at all paces*
- *be forward and obedient in transitions both within the pace and from one pace to another*
- *show correct flexion and bend*

Candidate must have knowledge of half pass, travers and renvers and be able to discuss these movements.

Candidate must be able to discuss these movements.

Fit and ride in a double bridle.

- *The candidate must be able to correctly fit a double bridle, and know types of bridoons and curbs. Candidate to demonstrate a good knowledge of the action of and reasons for using a double bridle.*
- *When demonstrating the use of the double bridle, the horse used may be the candidate's own horse. If the horse is not currently working to that level a suitable horse must be provided, working at the standard required.*

JUMPING:

Maximum height of fences 1.10 m and minimum height of fences 1.00 m.
Candidate to ride a course of minimum nine jumps, including combinations, changes of direction, related fences and a mixture of straight and spread fences.

Show a well established, correct and adaptable jumping position over show jumps and cross country fences.

Candidate to show a well established, adaptable and balanced position.

Candidate must be looking to line with good eye contact, soft elbows and hands, following but not restricting contact and a very established lower leg position. Turns and transitions must be ridden correctly.

Control of the horse's pace and stride.

Horse to be working in a relaxed and correct frame with activity, rhythm, tempo, consistent contact and control of line. Horse to be working through the paces showing correct transitions, straightness and correct bend and flexion through all work. Candidate to be asked to show landing on a specified leading leg. Flying changes should be automatic. Candidate to demonstrate pace work.

Have a sound knowledge of the use of gymnastic exercises to improve a horse's jumping.

Candidate to understand the use of trot and canter poles to help establish rhythm. Candidate to be able to set up gymnastic exercises for use at trot and canter and to demonstrate knowledge of gymnastic training programmes, with exercises for educating, schooling, correcting problems and improving the horses techniques at all levels.

Build schooling fences.

Candidate to show knowledge of distances and understanding of the length of a horse's non-jumping stride.

Jump Cross Country Fences

Show balance and control over a variety of cross country fences and terrain. Candidate to be able to demonstrate riding banks, ditches, water, apex and arrow head fences.

Assess the horse's present performance, potential, and how it could be improved.

Knowledge of P.C.A., E.F.A. and F.E.I, Showjumping and Horse Trials rules.

ASSESSMENT OF DIFFERENT HORSES:

The Candidate will be tested on different horses, both on the flat and over a few small training fences.

The horses supplied for the candidate to ride, must be well known and approved by the Examiners, prior to the examination.

Candidate will be given 10 – 20 minutes to ride and assess the horse in all paces followed by discussion and questioning by the Examiners. The candidate should be able to ride the horse quietly, without upsetting the balance.

The candidate must

- *approach the horse with a knowledgeable and visual assessment of the horse and gear. Candidate to demonstrate ability to assess relevant information regarding the horse before riding, i.e., tolerance to whip and spurs, level of education, mount correctly, acceptance of aids, horses response to new surroundings. It is suggested that one horse be of Preliminary / Novice level, one of Elementary and the other Medium level. It is important that this section is conducted in a safe, approved and enclosed area.*
- *give an accurate assessment of the horse's level of education and improvements which could be made.*

LUNGEING:

Candidate to give a verbal assessment of performance in each area.

Know principles and benefits of lungeing.

Candidate to have depth of knowledge of lungeng for various purposes and to demonstrate their ability to assess the horse correctly and be able to produce effective changes/improvements.

Know correct equipment required for horse and handler.

Horse to be turned out as for presentation, with correct, well fitting and well cared for equipment. Snaffle bridle to be used including reins correctly secured but no noseband. Correctly fitting lunge cavesson with jowl strap and rings. Saddle, including stirrups correctly secured. (Suitable roller may be used instead of the saddle when design/type does not allow for correct positioning of the side reins.) Side reins correctly secured, may be solid or have elastic inserts. Candidate must have knowledge and reasons for both. Boots or bandages must be used. Lunge whip to be of the correct length and in good condition. Lunge rein to be of suitable length and thickness.

Teach a horse to lunge and obey the voice.

Candidate to show competent use of the lunge rein and effective use of the whip. Candidate to show the ability to start the horse off correctly, using the butt of the whip at the shoulder, with the horse yielding forward and away. Candidate must recognise when the horse is falling in or out, lacking rhythm, activity, running or on the forehand. Candidate to recognise when the horse is working correctly.

Control of the horse at walk, trot and canter.

Candidate to show control of line, rhythm and tempo, and size of circle. Candidate to use transitions within the pace and from one pace to another, using all three paces.

Show medium trot and working canter.

Candidate to show ability to increase/decrease the size of the circle and to be able to work consistently on a 15-20 metre circle. Medium trot, both on the circle and on a straight line, maintaining contact and handler position.

Candidate to show a correct warmup routine on both reins before attaching side reins or ancillary equipment. Candidate to demonstrate the correct fitting of side reins with the horses nose in front of the vertical. Horse to show correct acceptance of contact, inside rein soft with consistent contact on outside rein.

- *demonstrate an established acceptance of contact*
- *transitions within the pace and from one to another*
- *be able to change the frame of the horse to show more engagement.*

Knowledge and use of other ancillary equipment (if used) and justification for the use of same.

Recommended Reading

Allen Photographic Guide – All About Lungeing
The Art of Lungeing – Sylvia Stanier (revised 1993)
Lungeing the Horse and Rider – Sheila Inderwick.

LONG REINING:

The horse must be lungeing and working correctly in side reins on both reins at all three paces before introducing long reining.

Only a specialist in this area can coach and examine these candidates (contact state ABH coordinator for a list of approved coaches).

- In this section it is expected that the candidate will demonstrate a good understanding of the reasons for long-reining; the steps and equipment which may be used when starting off a young horse; a very sound knowledge of the safety issues which must be observed and be able to demonstrate a competent technique.
- The candidate must be questioned on the process involved when starting off a young horse, and have a sound understanding of the steps involved when introducing basic long reining equipment; the saddle; the roller; the rein and bit.
- It should be understood that by the time candidates present for this examination, they should be familiar with working the two reins and with the second rein being around the hind quarters or across the horses back.
- The candidates should be questioned about how they familiarised their horse to the outside rein and what precautions have been taken.

- When presenting for this section, it is understood that the long reins be positioned or attached using the bit and that attaching them to the cavesson is appropriate for the earlier stages of training.
- The candidates will be provided with a safe, enclosed arena of a suitable size and surface on which to work. Candidate to be asked questions regarding the arena etc.

Correct gear

- *to present in a snaffle bridle with either a noseband or lungeing cavesson – reins removed*
- *to present with a roller with several levels of rings, and roller pad*
- *long reins to be approximately 10 m long and must slide easily through the rings*
- *horse must have bandages or boots without buckles on all four legs – may use overreach boots*
- *rider presentation as for lungeing (boots with suitable tread).*

Demonstrating lungeing with two reins on a circle (see recommended reading/videos).

- *to show use of two reins at all paces on the circle on both reins.*
- *demonstrate the accepted rein positions, at least two must be shown*
- *to be able to discuss starting the young horse and include knowledge of introducing long reining to the young horse (the horse must lunge well), mouching, breeching strap and two reins safely.*
- *Candidate may use an assistant if required*

Recommended Reading

Allen Photographic Guide – All About Long Reining

The Art of Long Reining – Sylvia Stanier (revised 1995)

Doppel Longe Long-Reining (video)

BREAKING-IN:

The Candidate must have assisted a horse breaker throughout the breaking in of a horse including halter breaking, tying up.

General handling of foals and weanlings.

The Candidate is not required to break-in a horse. He/she must be able to give a clear picture of how the breaking-in is carried out.

If the Candidate has broken-in a horse this should be described.

The work must be carried out in a safe enclosed area of suitable size.

HORSEMASTERSHIP:

Paddockings.

Management of a number of horses at grass. Understand water, feed, fencing etc.

Assess the quality of pasture in a paddock.

Basic knowledge of pasture management and the use of fertilisers, harrowing, topping, weed control and rotation.

Know which weeds/plants are dangerous to horses.

Feeding, Watering, Conditioning.

Knowledge of the horse's digestive system.

Peculiarities including

- *stomach capacity*
- *large and small intestine*
- *grazing habits*

Understanding of feed requirements.

- *types*
- *qualities*
- *purchasing*
- *methods of feeding*
- *minerals and vitamins including calcium/phosphorous ratio*
- *carbohydrates*
- *protein*
- *fats*
- *fibre*

Feeding and conditioning programmes for different types of horses for specified work. For example: One Day Event, Endurance Riding, Pony Club Camp, horse returning after a spell etc.

Care of horse before, during and after strenuous work.

Handling Horses.

Demonstrate safe practice.

The candidate will be observed throughout the exam with their own horse while at the venue.

Use of twitch, knee hobbles, and other methods of restraint.

Apply a twitch and knee hobbles.

Lead a horse in hand on near and off side for showing and veterinary inspection.

Grooming, Trimming, Clipping.

Know when, why, and how to wash a horse's sheath.

Pull a mane and tail. Describe how to hog a mane.

How to clip.

- various types of clips and benefits of each.
- care of the clipped horse
- care of the clipping machine before, during and after use.

Care of the foot, and shoeing.

Knowledge of the horses foot.

- describe the structure of the foot
- recognise changes in the foot and the likely cause, i.e. neglect, poor shoeing, disease.

Knowledge of corrective shoeing.

- reasons and application of, for example, feather edged shoes, grass tips, bar shoes and pads.

Use of screw-in studs and care of same.

Remove a shoe, trim the foot and refit a shoe under supervision of a farrier.

Candidate to provide the horse.

Worksheets to be signed.

Stabling.

Knowledge of stable complex design including

- dimensions, materials, ventilation and drainage
- fire precautions in stables
- siting of and building a manure heap
- different types of bedding and preparation of stable bed
- storage of bedding, hay, and hard feed
- construction and use of yards.

Stable routine for horses in work.

Be able to deal with a cast horse, with assistance.

Vices and bad habits of stabled horses.

- windsucking, weaving, crib biting
- biting, kicking,

Transport of horses.

Preparation for travelling horses by road, air or sea.

- State border, international requirements and travel documentation
- adjustment of feed and exercise
- rugging
- protective equipment
- monitor for travel sickness and dehydration during and after the trip

- introduction of feed and work after a lengthy trip

Loading and unloading.

- demonstrate loading their own horse
- discuss methods of loading difficult horses.

Float maintenance.

- tyre type and pressure (including spare), condition of bearings,
- condition of floor and ramp
- lights
- coupling/hitch
- be able to check braking system
- ventilation

State licensing requirements for vehicles towing horse floats.

Health, Ailments and Injuries.

Take temperature, pulse and respiration.

Knowledge of internal and external parasites. Administer a worm paste.

Know the life cycles of large and small strongyles, bots, ascarids, tape worm and pin worms.

Recognise and treat lice, ringworm, ticks, onchocerca.

Be able to recognise, know the cause of, and where applicable, treat the following:

- | | |
|-----------------------------|------------------|
| • Azoturia | • Pharyngitis |
| • Colds | • Quittor |
| • Corns | • Rain scald |
| • Fistula | • Seedy toe |
| • Greasy heel | • Stomach ulcers |
| • Heat stress / dehydration | • Strangles |
| • Hoof abscess | • Tetanus |
| • Laminitis | |

Be able to administer first aid to the horse.

Candidates must be able to apply a pressure bandage and figure of eight bandage.

Know when to call the Veterinarian and describe the horses symptoms using temperature, pulse and respiration.

- carry out prescribed treatment of wounds, ailments and lameness.
- know how to administer medication, including intramuscular injections.

Dehydration - symptoms, prevention and treatment.

Know the Horse.

Know how to care for the horse's teeth and recognise potential problems. For example, undershot and overshot jaw.

Ageing of horse by the teeth.

The candidate must be able to discuss the following unsoundness and blemishes, both hereditary and acquired.

- Bog spavin
- Bone spavin
- Broken wind
- Curb
- Navicular disease
- Ringbone
- Roaring and whistling
- Sidebone
- Splints
- Tendon problems
- Thoroughpin
- Windgalls

The horse's structure and anatomy.

- describe how poor conformation and bad action can affect a horse's soundness and usefulness.
- unsoundness and blemishes, hereditary and acquired.

Buying and selling a horse, including documentation awareness.

Saddlery and Equipment.

Recognise different types of saddles.

Recognise a broken tree.

Know the principles of biting and the fit, action and use of different bits.

Care, maintenance, and fitting of all types of saddlery and equipment in common use.

Use of various covers, rugs and sheets.

Protective equipment, bandages, boots, kneecaps, hock boots, tail and poll guards.

Organisation of tack room and veterinary cabinet.

Stitch leather and splice rope.

Demonstrate five knots and their uses.

Breeding, and Care of the Young Horse.

Breeding procedures and stud management.

- service
- period of gestation

- birth
- first handling
- weaning of the foal
- health and condition of the growing horse

GENERAL KNOWLEDGE:

Hold a current First Aid Certificate which includes CPR.

Pony Club structure, State and National.

Know the most important races in Australia.

- harness
- flat
- steeplechase

Hunting etiquette.

Famous horses and people.

Topical equestrian events.

- Olympic games
- World Championships