



American Shetland Pony Club
American Miniature Horse Registry
American Show Pony Registry
81B East Queenwood Road, Morton, IL 61550
309.263-4044 | fax 309.263.5113

To All Show Managers, Stewards, and Judges -

Safety and security of our Members is so important to our organization!

That's why club representatives share the responsibility for maintaining safety and compliance standards established by our club in the various states and countries in which we conduct operations.

ASPC/AMHR is committed to providing a safe environment for exhibitors, employees and vendors by meeting or exceeding applicable safety standards.

As Show Managers, Stewards and Judges, you are key for ensuring that exhibitors understand these standards and are equipped to recognize and control hazards in and outside the show ring at various venues.

As our judges attend clinics, we are introducing them to our new Safety Program. We ask that you allow the judges, stewards, announcers and show staff to meet very briefly just prior to the start of the event and hold a Pre-Competition Safety Meeting.

In a shared responsibility, each of us must act safely and report incidents and occurrences that reduce or have the potential to reduce the level of safety. Timely reporting of such information through the established non-punitive safety reporting programs is essential and encouraged.

Enclosed is a copy of the form and protocol we have asked our judges to fill out should an incident occur, please keep it with your packet so its accessible if needed.

ASPC/AMHR has an uncompromising commitment to safety, and compliance is the responsibility of each and every person.

Amber Kildow
Judges Committee Chairperson

ASPC/AMHR/ASPR Accident Prevention & Competition Guidelines

- Effective May, 2010

Purpose

In an effort to be proactive for the Members and their horses during shows, these protocols establish suggested guidelines for judges, announcers, ringmasters, gate keepers, stewards, staff, volunteers and competitors should an unsafe situation arise during a show. These are generally accepted best practices for driving events and modifications will likely be made for local conditions.

Scope

Every incident is unique and has a life of its own. A Pre Competition Safety Meeting identifies the personnel involved in an event and their roles in the protocol, and grants responsibility for directing the conduct of people and animals both inside and outside the primary event areas including the warm-up areas, stabling areas, parking areas, etc...

Pre-Competition Safety Meeting

Controlling driving event areas is a team effort. Prior to the competition, Organizers and Officials should have a Driving Safety Meeting prior to the start of the event to discuss their roles in the emergency protocol.

The Judge (or other designated official if there is no judge) has the responsibility for directing the conduct of all participants in the main event areas (show ring, obstacles courses, etc...).

Stewards, technical delegates, and show management have the responsibility for directing the conduct of the people and equine outside the primary event (ie.. warm-up areas, stabling, and parking areas).

Announcers often have the best overview of the event and may see an incident developing. They are the "voice" of management and plays a key role in emergency management. They must deliver information with a calm, level headed, authoritative demeanor to achieve a positive outcome.

Show Management have numbers posted and readily available for Police, Fire, Emergency (often it is 911, but could be different in some areas), and Veterinarian.

Assure that at least one suitable halter and lead is kept in the primary event area in a location known by all event personnel.

Loose or Runaway Horse Emergency Protocol

The announcer shall ask for everyone's attention:

Call for perimeter gates to be closed. Ask all entries to walk and make their way carefully off the rail to the center of the ring. Drivers should remain in their vehicles, and experienced horse-man and headers may enter the arena to head horses. Remind them to do this with care. Junior drivers should be advised to remain in their vehicles.

Ringmasters and capable horseman will be asked to assist in keeping the loose horse(s) on the rail. Nothing should be done that will unnecessarily scare the horse. The animal may not take the width of the vehicle into account when judging their escape routes. Many situations are made worse when allowed to cut through the center of the ring between other horses, therefore, allow the horse(s) to run on the rail without attempts to jump in front of, grab, or coral them until they obviously start to tire. Forcing or moving the horse(s) too close to the rail can cause the vehicle to hit the rail and overturn.

Unless directed by an official, do not open gates or let horses out.

Designate someone to provide immediate attention and protection to any person down on the ground or obviously injured. Notify staff outside the arena to call for medical assistance if someone has been injured.

Once the horse(s) tires they will slow their pace and may attempt to join the herd. They may often come down to a walk or halt and can safely be caught at this point.

Once the horse(s) is caught, the person at the head will be in charge of the animal(s):

When the horses head is reliably controlled, if un-harnessing is necessary, assistance may unhitch as quickly, quietly, and as orderly as possible. If there is more than one animal, do not remove any animal from the immediate area until all are free. Do not rely on the driver to make decisions; they could be in shock from the incident.

If an ambulance is needed, all entries should exit the event area quietly at a walk before the ambulance is allowed in the arena. Advise the ambulance driver to turn off lights and sirens when entering the show grounds to avoid scaring additional animals. Someone should be designated to meet the ambulance and direct them to the location of the injured person(s).

After the Accident

If injuries have occurred to a person or horse review the Accident Reporting Procedures make proper notifications immediately and complete the ASPC/AMHR Accident Report and forward the information to the Office within 10 days. The incident will be reviewed and evaluated for future reference.

(See the Accident Reporting Procedure Document on the ASPC/AMHR Website for Step by Step Instructions)

The information contained is provided in order to supply suggested guidelines in the event of an accident. ASPC/AMHR makes no representation of warranties about completeness and reliability, or suitability of this plan. Horses are unpredictable and equestrian sports are participated in at your own risk. In no event will ASPC/AMHR, or its officials at sanctioned shows, be liable for any loss, damage including without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from the use of, or in connection with, the use of this plan.



Accident/Injury/Incident Report

**The American Shetland Pony Club
The American Miniature Horse Registry
81 B Queenwood Road
Morton, IL 61550**

**Phone: 309-263-4044
Fax: 309-263-5113**

This section is to be completed by the Call Judge/Judge/Steward/Show Manager who should note the circumstances as indicated on the form and also provide information regarding responders, EMS providers and facility transported to so that medical records can be located if required.

URGENT – Please check if: FATALITY SERIOUS INJURY – Contact ASPC/AMHR immediately – Weekend emergencies call: 937-232-4287 or 518-376-4385 - all other incidents forward this form within 10 days of the end of the event.

1. Injured Person/Horse: _____ Date/Time of Incident: _____

2. Name of Competition: _____ City: _____ State: _____

3. Youth Adult Sex of Person: M F Sex of Horse or Pony: S M G

4. Category of Participation: Exhibitor Trainer Owner Groom Official Spectator Volunteer
 Other _____

5. Location on the grounds where incident occurred: Show Ring Warm-up/Holding Area Stabling Parking
 Other _____

6. Name/Type of class (must complete if accident happened during or in preparation for class):

7. If jumping class (in-hand or under saddle) specify type of jump and height: _____

8. Footing at the time of incident (check all that apply): Deep Wet/Slippery Hard Level Uneven Good
 Other _____

9. Describe what happened: _____

10. Witness to Incident, if any (additional may be added to back of page):

Name: _____ Phone#: _____

Name: _____ Phone#: _____

Name: _____ Phone#: _____

11. Protective Equipment Worn: ASTM/SEI Helmet Unapproved Helmet Other _____

12. List any other contributing factors (e.g. Footing/Weather/Loose Dog/Golf Cart, etc...):

13. Was a responder called? Medical –Ambulance/EMT Police Fire Veterinarian Other _____

Name of Responder: _____

14. Simple explanations of the Nature of the Injury (e.g. lameness , hit head, bleeding) and Body Part affected:

15. Treatment: None On-Site Transported by: _____ Vehicle #: _____

Transported to: _____

16. If no injuries to person or horse and the incident is property damage only, please describe: _____

Completed by: _____ Date: _____