

Courses taken by National Coaches

Coaches Courses:

Designed to help Coaches with their 'teaching' of Pony Club members. All courses have components of watching, evaluating lessons being given and giving lessons to Pony Club riders of the level.

D D to D+. Basic 'what it's all about' course

C C level and revision of D level

C+ C+ level and revision of C level

B B level and revision of C+ level

H H level and revision of B horse management

A A riding and revision of B riding

- All two day courses are ten hours duration and qualify for the Equestrian Coaches Training Programme (ECTP). Two day courses need not be held on consecutive days.
- Minimum age: 15 years
- Maximum numbers: 10 -12.

Examiners Clinics:

Designed to help Examiners with 'Examining techniques' and examining to the level required. At C+ and higher, a Technical Delegate (TD) is required for exams and TD training is available and advised.

Examiner Clinics may include one of the following per day:

- D, D+ and/or C examiners clinic
- C+ examiners (for new and updating C+ examiners)
- B examiners (for upgrading C+ and updating B examiners)

Two day Examiners clinics may be a combination of any two of the above.

NZPCA annually funds four, two day Examiners Clinics on an Area rotation.

For more information refer to PP4.19 Examiners Clinics.

Assessors' Courses:

For Coaches assessing riders for B, H and A Certificates

Equestrian Coaches Training Programme (ECTP)

- Introductory seminar/course for D level
- Workshops for coaches wanting help in completing the written components and practical assessments
- Assessments for all levels
- Assessor training courses

THE NATIONAL COACHES FEE APPLIES TO ALL COACHES COURSES, EXAMINER CLINICS, ASSESSOR COURSES AND ECTP COURSES

Specialised Coaches Courses:

- Coaches specialising in dressage/ jumping/ XC etc
- Lecture/demonstration/coaches seminars
- Larger numbers may be taken. [These courses do not qualify for the ECTP]
- **Hours and fees by arrangement.**

FEES: It is strongly recommended that Clubs assist their Coaches by paying their course fees!

Rider courses:

- For riders of all levels
- Dressage, show jumping, show hunter, cross
- country, games, horse management, young horses, preparation for certificates
- You name it - we teach it!
- **Hours and fees by arrangement.**

Parents courses:

- Any aspect of Pony Club activities, day or evening.
- **Hours and fee by arrangement.**

Requirements

Facilities and equipment:

- Open flat area to work in
- Arena 20 x 40m or 20 x 60m. Poles on the ground will suffice for higher levels. Confined arena for younger riders. Letters accordingly
- Show jumps and cross country fences as per level and type of course
- Yards or tie up rails for horses
- If required, lunging area, stable
- Indoor room big enough to conduct discussions, with seating, tea/coffee facilities and toilet.

Accommodation:

- Please confirm accommodation and meal requirements with the National Coach.

Coaches:

- Dress as for a rally, warm clothes essential.
- Bring applicable NZPCA Manuals 1, 2, 3
- Rule books where applicable
- Coaches Record Card
- Seat, notebook/pen, rainwear, lunch
- Props as required for HM lessons.

Demonstration Riders:

- Riders and their mounts must be of a level suited to the course
- Riders must wear Pony Club uniform, bring Record Cards.
- Riders should bring extra warm clothing, rainwear, parka and their lunch
- Horses require their halter, rope and cover.
- **Riders to be given** start and approximate finish times and advised what is expected of them.
- **Usually four - six demonstration riders** are required. Check requirements with the National/ Association Coach
- **Clinic/course organisers should liaise with the riders on the day.**

CONFIRMATION OF BOOKING

Procedure:

Step 1: Book the course/clinic with the National/Association Coach.

Step 2: Complete the 'Confirmation of Booking' form below and send to the National Coach with the deposit. (All courses including Examiner Clinics require a deposit)

Step 3: Send the full details of the course (*including directions on how to get to the venue*) to the National/Association Coach as soon as details are finalized.

NATIONAL COACH BOOKING FORM:

Area: _____

Club/Branch Pony Club: _____

Organiser's Name: _____

Email: _____

Phone: _____

Fax: _____

Type of course (s): _____

Level of Course: _____

Proposed Venue: _____

Course Date (s): _____

Start/finish Times: _____

Numbers Attending: _____

Deposit Enclosed (@ \$100 per day plus GST): \$ _____

Accommodation: _____

Phone: _____ Fax: _____

Fees as at 1st March 2009 (GST excl)

Unless otherwise stated:-

National Coach Fee: \$350/day; \$200/ ½ day fee

Association Coach Fee: \$250/day; \$150/ ½ day fee

Car Travel: 60c/km

Air Travel: Air NZ Flexi Saver fare or equivalent

Deposit:

On receipt of the Booking Form and deposit, ask the National Coach to send written confirmation of their costs inclusive GST. (*Note: Fees may be negotiated when concurrent courses are run in neighbouring Areas as travel expenses can be shared.*)

To secure a booking, a verbal agreement is to be made as soon as possible after a course has been decided, with a **written agreement 3 months prior** to the commencement of the course. **A deposit of \$100/day (plus GST) is to be paid 6 weeks prior** to the commencement of the course. (*Note this applies to Examiner Clinics also.*)

Cancellation of a Course:

There will be NO refund of the deposit if the course is cancelled within 3 weeks of the first day of course, if the National Coach cannot accommodate another date. Exceptions will be made for weather conditions, illness or transportation problems. A course may be postponed only once.

Course Payment:

Payment for a course is normally made after the course has been held. No payment is to be made without an invoice from the facilitator. It must include the date, name and address of the facilitator, details of the services provided, details of any ancillary expenses incurred (if any) and a GST number if the facilitator is registered for GST.

(*Note: a National Coach may require their account to be paid prior to departure.*) Areas are responsible for paying the facilitator/s fees and expenses.

Details of Course:

Course details should include:

- * Venue and date (s) of the course
- * Maximum number of participants
- * Type and level of course

Course Attendees:

It is recommended that Clubs assist their Coaches by paying all or part of their course expenses, i.e. course registration fees, travel and accommodation expenses.

New Zealand Pony Clubs Association Inc



National Coaches

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NATIONAL COACHES ARE AVAILABLE TO TAKE COURSES/CLINICS/SEMINARS FOR:
Coaches Riders Examiners
Assessors Parents Specialist Courses
Equestrian Coaches Training Programme (ECTP)