



New Zealand Pony Clubs Association Inc.

Briefing Sheet for Lane Stewards, Line Stewards and Timekeepers

1. There is one Lane Steward per lane, positioned behind the Changeover line and in line with the lane they are judging.
2. There is one Line Steward positioned at the side of the arena at both ends of the Start/finish, Centre and Changeover lines.
3. Lane and Line Stewards must have a thorough knowledge of the General Rules and the rules and details of each game in order to make quick, accurate decisions.
4. The Lane and Line Stewards' signals are for the guidance of the Official Steward and not for the competitors.
5. Stewards will report to the Official Steward any rider who is obstructive or abusive.

LANE STEWARDS

1. Lane Stewards must concentrate on the rider/s in their lane at all times, and must not be distracted, regardless of what is happening in other lanes.
2. The Line Steward of the team that makes an error will signal an infringement by immediately and clearly raising their arm. *They must not call instructions to the team but should briefly explain the error if asked.* The arm must be held up until the finish of the race, unless the error is corrected, and then the arm is immediately lowered.

LINE STEWARDS

1. All Line Stewards will check that general rules and the rules of each race are followed.
2. Line Stewards should primarily watch the closest three lanes.
3. Line Stewards at the Start/finish line will particularly check that:-
 - (i) Only the next pony to go approaches the Start line.
 - (ii) Handovers and changeovers take place behind the line.
 - (iii) There are no flying starts/handovers/changeovers.
3. Line Stewards at the Centre line will particularly check that rules are complied with in pairs races.
4. Line Stewards at the Changeover line will particularly check that:-
 - (i) Only the next pony to go approaches the Changeover line.
 - (ii) Handovers and changeovers take place behind the line.
 - (iii) There are no flying starts/handovers/changeovers.
6. Errors that are not corrected, will be signalled to the Official Steward by raising an arm, or flag, at the **end** of the race.

THE START

1. The Starter alone is responsible to see that the start is fair.
2. No objections will be considered once the riders are away.
3. If a pony has to be held at the start, the Team Manager/Coach will do so behind the 6 metre line.

GENERAL

1. Only arena officials may enter the arena while games are in progress.
2. Riders may not ride down or leave the arena until the game is declared over.
3. Riders must remain mounted. If a rider falls, they must remount and continue from the spot where they fell.
4. Reins or any other piece of equipment must not be used as a whip.
5. The reins must be over the pony's neck when ridden.
6. Riders must be mounted, facing forward, legs astride the saddle, when they cross the Changeover or Finish line.
7. No items are to be carried in a rider's mouth.
8. Competitors at the Changeover line should not ride back down the arena until the game is declared over.
9. A rider may return to correct an error at any stage, even after a handover or after crossing the finish line, provided he/she has not left the arena and the Chief Judge has not declared the race over.
10. After an error is corrected, the game is resumed from the point at which the error was made.
11. After crossing the line, all riders will pull up to the right.

HANDOVERS AND CHANGEOVERS

1. Any handover or changeover of riders must take place behind the Start/finish or Changeover line. The whole of both ponies and riders must be behind the line. If a rider crosses the line too soon, the team will be eliminated unless the rider returns across the line to correct the error.

2. At handovers, the batons, flags etc must be passed from the incoming rider to the outgoing rider. No other rider may handle the article. The penalty for infringement is elimination unless the handover is corrected. If a baton etc is dropped, either rider may retrieve it, mounted or dismounted. The incoming rider may hand over while dismounted.
2. Deliberate backing off behind the 6 metre line, or any other action by the next rider which facilitates a 'flying' changeover, is not permitted. Any incidents should be reported to the Official Steward.
3. At a changeover of rider, only the next rider to go may wait at the line. The other team riders must be at least 6 metres back. At the start end, the Team Manager/Coach is responsible. At the changeover end, the Lane Steward is responsible.

MOUNTING

Riders may only have assistance to mount in the arena play area (between the Start/finish and Changeover lines) if there are two or more riders from the same team in the arena play area at the same time.

Riders may assist each other to mount at any time outside the play area.

LOOSE PONY

Only the Lane Steward of the team involved, the Arena Party, or the team, may help to catch a loose pony and then only when the pony has left the play area. No other person may enter the arena to catch the pony.

The rider must resume the game from where the error occurred.

EQUIPMENT

1. If a rider knocks down equipment, he must immediately return to set it up and replace anything either in or on it. This may be done mounted or dismounted, but the rider must remount to resume the game.
2. In the case of equipment being knocked over by another team, the Lane Steward of the upset team will right the equipment as soon as possible.

BENDING RULE

In games involving the bending poles, riders may start either side of the first bending pole.

Thereafter, ponies must bend alternately through successive poles. The following will incur elimination unless corrected: -

- (i) Passing the wrong side of a flag, pole, or barrel.
- (ii) Failure to replace a pole or other equipment, which has been knocked down.
- (iii) Breaking a pole.

INTERFERENCE

If a rider or mount interferes with another team during the running of a game, the offending team may have their place altered or be eliminated or disqualified at the discretion of the Official Steward.

In the case of obstruction, the Lane Steward of the team causing the obstruction **does not signal until the end of the race**. The arm is then raised for the attention of the Official Steward. The Lane Steward of the obstructed team does NOT signal.

UNACCEPTABLE BEHAVIOUR

Rough or dangerous riding, deliberate interference, unseemly behaviour, abuse of pony, unauthorised changes of tack, may be penalised by disqualification of the rider or the team in the game concerned or from the whole competition at the discretion of the Official Steward.

TIMEKEEPERS

1. The Timekeepers are responsible for taking and recording the times of the team in their lane.
2. The Chief Judge will record the times and ensure that they correspond with the order of finishing.
3. The time commences at the drop of the Starter's flag and ceases when
 - (i) the pony's head crosses the Finish line when ridden, or
 - (ii) the rider crosses the Finish line when unmounted, or
 - (iii) the head of the second pony crosses the Finish line in pairs races.
4. Timekeepers should keep a running time, so that the watch continues to record the time after the rider crosses the line, just in case that rider has to return to correct an error.