



2022

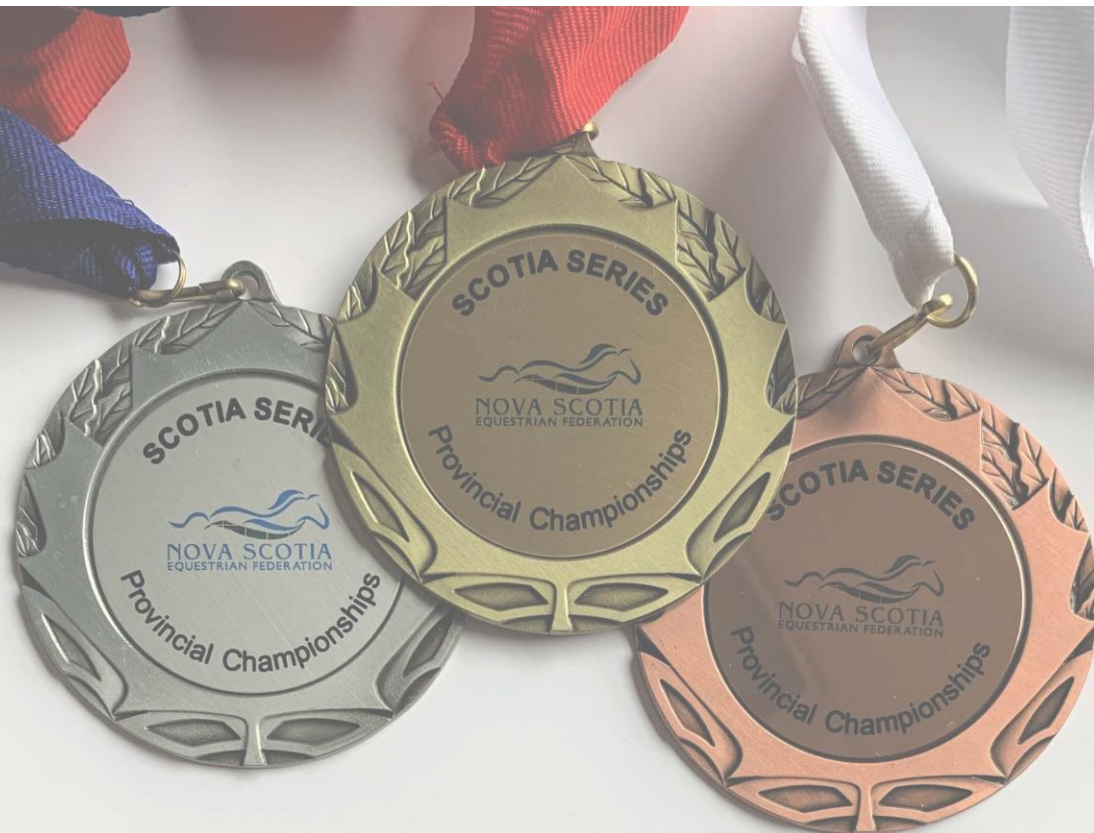
# Scotia Series

In Partnership  
With



## Rulebook & Competition Guidelines

Updated February, 2022



# 2022 SCOTIA SERIES PROVINCIAL CHAMPIONSHIPS

OCTOBER 7<sup>TH</sup> - 10<sup>TH</sup>, 2022

HANTS COUNTY EXHIBITION GROUNDS  
WINDSOR, NOVA SCOTIA

In Partnership with

**CapriCMW**

CUSTOM INSURANCE SOLUTIONS

[HORSENOVASCOTIA.CA/SCOTIA-SERIES](https://HORSENOVASCOTIA.CA/SCOTIA-SERIES)

[NSEFSERVICES@SPORTNOVASCOTIA.CA](mailto:NSEFSERVICES@SPORTNOVASCOTIA.CA)

902-425-5450 EXT 342

## Table of Contents

Overview, General Information, Inclusion Statement, and Districts .....	Page 4
Competition Rules and Regulations .....	Page 5
Guidelines for Competition Committees.....	Page 10
Date Approval Process.....	Page 12
Competition Approval Requirements.....	Page 12
Recognized Classes/Divisions/Restricted Divisions.....	Page 15
Award/Points Qualifying Rules .....	Page 17
Awards Standards/Restrictions .....	Page 18
2022 Provincial Championships Information .....	Page 19
<b>Class Descriptions</b>	
Western Performance Division.....	Page 21
Western Speed Division.....	Page 29
Showmanship Classes .....	Page 31
English Flat Division.....	Page 33
Hunter Division .....	Page 34
Hunt Seat Equitation Over Fences.....	Page 36
Jumper Division .....	Page 36
Dressage Division .....	Page 38
Driving Divisions .....	Page 41
Maritime Bred Award .....	Page 48
<b>Appendix</b>	
Scotia Series Date Approval Process & Application Form .....	Page 49
Scotia Series Certificate of Insurance.....	Page 51
Scotia Series Remittance Form .....	Page 52
Scotia Series Helmet Waiver for Adult Athletes .....	Page 53
Youth Good Sport Award Nomination Form .....	Page 54
Acknowledgement of Risk and Release of Liability .....	Page 55
Emergency Procedure & Action Plan .....	Page 57
Accident Report Form .....	Page 60
Sample Judge Contract .....	Page 62
Driving Safety Checklist .....	Page 63
Sample Prize List .....	Page 64

### Contact Information

Nova Scotia Equestrian Federation 5516 Spring Garden Road, 4th Floor Halifax, NS B3J 1G6

[www.horsenovascotia.ca](http://www.horsenovascotia.ca) Phone: 902-425-5450 Fax: 902-425-5606

Emily Nickerson, ext. 342 [nsefservices@sportnovascotia.ca](mailto:nsefservices@sportnovascotia.ca)

Sheila Currie, ext. 337 [nsefprograms@sportnovascotia.ca](mailto:nsefprograms@sportnovascotia.ca)

### 2022 Updates/Amendments Summary (Dates, Page Number, Formatting Updated as required)

• NSEF Inclusion Statement Addition .....	Page 4
• 2022 NSEF Safe Sport Standards Chart Addition.....	Page 9
• Awards – Flat Division Update.....	Page 17
• English Hack & Hunter Tack and Attire – Update.....	Page 32
• Hunter/Jumper Attire – Updates .....	Page 32
• Hunter Division Scoring – Update.....	Page 35
• Hunt Seat Equitation Over Fences – Update .....	Page 36
• Dressage Tack .....	Page 38
• Driving – Class Additions & Updates.....	Page 41-48
• Youth Good Sport Award (formally Junior Sportsmanship award) – Name Change .....	Page 54

**In Partnership with Capri CMW, The Nova Scotia Equestrian Federation is pleased to present SCOTIA SERIES as an introductory level of competitions developed and administered by the NSEF to:**

- Provide a standardized format of competition rules and regulations.
- Provide leadership to Competition Organizers on the management of equestrian events.
- Provide an award system to recognize the emerging equestrian, through talent ID and an involvement with Long Term Equestrian Development (LTED) programs.
- To promote participation in the NCCP-NSEF Coaching programs.
- To educate and promote sport policies such as an introduction to fair play, clean sport programs, and ethics in sport.
- To provide a platform to development NSEF Competition Officials.
- To promote the welfare of the horse.

### **SCOTIA SERIES OVERVIEW**

- The NSEF Scotia Series is a provincial circuit.
- Athletes must be NSEF Members to be eligible for Scotia Series Annual Awards.
- Athletes from Nova Scotia competing in the Scotia Series live in one of the six Nova Scotian Districts (see map below).
- Annual awards are presented at the NSEF Awards Reception. The Youth Good Sport Award for junior athletes is awarded by nomination.
- References to athlete(s) throughout this handbook refer to the human athlete (competitor, driver, or handler).

### **NSEF INCLUSION STATEMENT**

The Nova Scotia Equestrian Federation recognizes that supporting diversity and inclusion is not only the right thing to do, but it is the right thing to do for our organization. This commitment is woven into our values and belief that our organization is strongest when we embrace the full spectrum of humanity, regardless of what we look like, where we come from, or who we love.

Equestrian as a sport presents members with a unique opportunity to participate and compete regardless of age, sex, gender identity, sexual orientation, race, or ability. Scotia Series' inclusive environment allows athletes to compete based on the class/division for which they enter, rather than factors such as age, sex, etc. All athletes have the opportunity to participate in our sport as their true and authentic selves.

### **GENERAL TERMINOLOGY**

Athlete: Relates to the human competitor, driver or handler

P/TSO: Provincial/Territorial Sport Organization

Competitor: Athlete, Competitor, Driver or Handler

LTED: Long Term Equestrian Development

NGS: Members Not in Good Standing

NSEF: Nova Scotia Equestrian Federation

PR: Person Responsible

VSE: Very Small Equine

### **NOVA SCOTIA DISTRICTS**

**Cape Breton**: Victoria, Inverness, and Cape Breton Counties

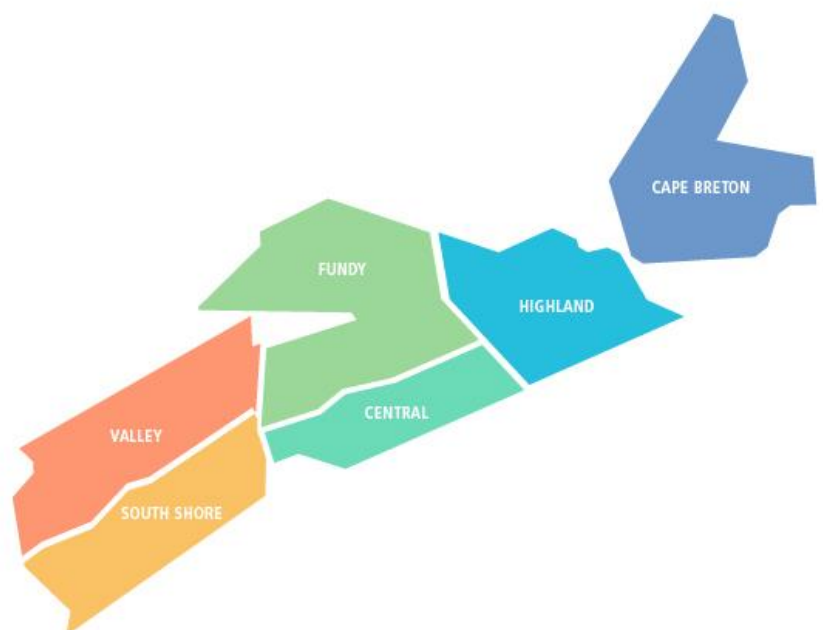
**Highland**: Pictou, Antigonish, and Guysborough Counties

**Central**: Halifax Regional Municipality (HRM)

**Fundy**: Cumberland, Colchester, and Hants Counties

**Valley**: Kings, Annapolis, and Digby Counties

**South Shore**: Yarmouth, Shelburne, Queens, and Lunenburg Counties



**Scotia Series Competitions are listed on the  
NSEF Calendar of Events**  
**<http://www.horsenovascoita.ca/Calendar>**

**SCOTIA SERIES COMPETITION RULES and REGULATIONS**

**In addition to the competition organizing committee's requirements, the following requirements apply:**

**1. Membership:**

- Current NSEF membership is required to compete and qualify for annual awards.
- Non-NS residents require an out of province P/TSO membership to be eligible to compete.

**2. Age Categories:** Where age is indicated, the age is defined as of January 1<sup>st</sup>, 2022.

**3. Person Responsible:**

- The person who signs the entry form is the person responsible for the welfare of the horse and for the actions of the support team of that entry.
- Junior competitors must have their entry form signed by the parent or legal guardian deemed responsible for said junior.

**4. Conduct:** Any act of discourtesy or disobedience by an owner, groom, athlete, coach, or family member to an official, Competition Organizing Committee member, other spectators, or competitors while at the competition, will disqualify the associated horse and competitor from competition. The Competition Organizing Committee has the right to remove anyone from the competition without being liable for compensation or damages.

**5. Protective Headgear:** Although competition management may enforce a stricter helmet policy, all competitions must adhere to the NSEF Helmet Policy on Protective Headwear.

***NSEF Helmet Policy: All Competitors must wear ASTM/SEI\* approved protective headgear (or other FEI approved protective headgear) with the safety harness correctly secured at all times while mounted or driving at the competition or anywhere on the competition grounds. Helmets referring exclusively to the EN1384:2012 are excluded unless it is shown in conjunction with another accepted standard from the international list.***

***\*ASTM (American Society for Testing Materials)/SEI (Safety Equipment Institute, Inc.)***

***Exception: Competitors 19 years of age as of January 1st, 2022 competing in the Western Performance Division without an approved safety helmet must submit a signed Scotia Series Helmet Waiver to the competition organizer. There will be no exemptions for any other classes/divisions. Individual Competitions can enforce stricter safety and helmet rules during their competitions which will take priority above the NSEF Helmet policy.***

**6. Ring Numbers:** Issued by the competition office and must be worn at all times. This includes the competition arena and the schooling/warm up area. If at any time a horse is being handled by an individual, other than the competitor, the handler must be in possession of the ring number.

**7. Lunging:** Permitted by horses in a specified designated area only. Lunging is not permitted in any areas that horses are being ridden or driven.

**8. Use of Competition Equipment:** In any class or event requiring equipment, athletes MUST NOT use the competition's equipment for practicing before the class or event begins, on penalty of disqualification. Participants may only use obstacles provided by the competition committee in the warm up ring.

**9. Mannerly Stallions:** May be shown by SENIOR COMPETITORS ONLY.

**10. Falls:**

- An athlete is considered to have fallen when, either voluntarily or involuntarily, separation from the unfallen horse occurs in such a way that said athlete touches the ground or finds it necessary to seek support or assistance to remount and return to a position sitting astride the horse and back in the saddle.
- An athlete has fallen when remounting to regain sitting position astride the horse is required.
- An athlete is considered to have fallen when, either voluntarily or involuntarily, a driver comes out of a carriage/cart.
- A horse is considered to have fallen when at the same time both its shoulder and quarters have touched either the ground or the obstacle and the ground.
- If an athlete falls, competitions must follow the return to play guidelines.

**11. Concussion & Return to Play Following a Fall Guidelines:** In the event of a suspected concussion where there are observable signs of a concussion, symptoms of a concussion, or a failure to correctly answer memory questions, the Participant should be immediately removed from participation by the person designated by the Safety Officer. A Participant who has been removed from participation due to a suspected concussion should not return to participation until the participant has been assessed medically, preferably by a physician who is familiar with the Sport Concussion Assessment Tool – 5th Edition (SCAT5) (for Participants over the age of 12) or the Child SCAT5 (for Participants between 5 and 12 years old), even if the symptoms of the concussion resolve.

After removal from participation, the following actions should be taken:

- a. The designated person who removed the participant should consider calling 9-1-1;
- b. A record of the removal is to be submitted by a competition official by way of the Accident & Injury Report Form and a copy must be submitted to NSEF; and
- c. The designated person must inform the participant's parent or guardian if the participant is younger than 19 years old, and the designated person must inform the parent or guardian that the participant is required to undergo a medical assessment by a physician or nurse practitioner before the participant will be permitted to return to participation.

Participants who have a suspected concussion and who are removed from participation should:

- a. Be isolated in a dark room or area and stimulus should be reduced;
- b. Be monitored;
- c. Have any cognitive, emotional, or physical changes documented;
- d. Not be left alone (at least for the first 1-2 hours);
- e. Not drink alcohol;
- f. Not use recreational/prescription drugs;
- g. Not be sent home by themselves; and
- h. Not drive a motor vehicle until cleared to do so by a medical professional.

**Recognizing Concussions**

If any of the following red flags are present, an ambulance should be called and/or an on-site licensed healthcare professional should be summoned:

- a. Neck pain or tenderness;
- b. Double vision;
- c. Weakness or tingling/burning in arms or legs;
- d. Severe or increasing headache;
- e. Seizure or convulsion;
- f. Loss of consciousness;
- g. Deteriorating conscious state;
- h. Vomiting more than once;
- i. Increasingly restless, agitated, or combative; or
- j. Getting more and more confused.

The following observable signs may indicate a possible concussion:



- a. Lying motionless on the playing surface;
- b. Slow to get up after a direct or indirect hit to the head;
- c. Disorientation or confusion/inability to respond appropriately to questions;
- d. Blank or vacant look;
- e. Balance or gait difficulties, motor incoordination, stumbling, slow laboured movements; or
- f. Facial injury after head trauma.

A concussion may result in the following symptoms:

- a. Headache or “pressure in head”;
- b. Balance problems or dizziness;
- c. Nausea or vomiting;
- d. Drowsiness, fatigue, or low energy;
- e. Blurred vision;
- f. Sensitivity to light or noise;
- g. More emotional or irritable;
- h. “Don’t feel right”;
- i. Sadness, nervousness, or anxiousness;
- j. Neck pain;
- k. Difficulty remembering or concentrating; or
- l. Feeling slowed down or “in a fog”.

Failure to correctly answer any of these memory questions may suggest a concussion:

- a. “What venue are we at today?”;
- b. “What city are we in?”;
- c. “What is your trainer’s name?”;
- d. “What is your horse’s name?”; or
- e. “Who owns your horse?”

Re-evaluate:

A participant with a suspected concussion should be evaluated by a licensed physician who should conduct a comprehensive neurological assessment of the participant and determine the participant’s clinical status and the potential need for neuroimaging scans.

**12. Safety** (in addition to discipline-specific rules stated throughout this document):

- Competitors are responsible to know the method of reversing used during group classes. The competition committee shall indicate the method of reversing during group classes, whether it is to the inside or toward the wall. For example, a proper competition ring reverse for most English Classes is to leave the track on a diagonal in the current direction and then half circle to the track in the new direction. The standard Western ring reverse is to turn to the inside of the ring.
- Appropriate apparel and footwear must be worn in the competition ring and warm up areas.

**13. Para-Athletes:** Scotia Series competitions and officials should make every effort to accommodate competitors with a physical and/or visual impairment. Para-Athletes may compete in Para Classes or able-bodied classes with their compensating aids (where applicable). Compensating aids are used by athletes to compensate for the physical or sensory limitation resulting from their impairment, thereby enabling them to ride a horse. The well-being of the horse and athlete is paramount in considering the use of any compensating aid.

It is the responsibility of each competitor and coach to ensure all compensating aids used in competition are listed on the FEI Para-Dressage or Driving acceptable compensating aid list or have been documented correctly on their EC Classification Profile or Para-Dressage Dispensation Certificate. The compensating aid list outlines standard aids (<https://inside.fei.org/system/files/Compensating%20Aids%20Photo%20List%20Para%20Driving.pdf> or [https://inside.fei.org/system/files/Compensating%20Aids%20Photo%20List%20Para%20Dressage\\_0.pdf](https://inside.fei.org/system/files/Compensating%20Aids%20Photo%20List%20Para%20Dressage_0.pdf)).

For Reining and Western Classes:

- a. Special adaptive equipment may be used where appropriate.

- b. Acceptable adaptive equipment includes: audio communications, bareback pads, boot adaptations, dowel reins, hand holds (flexible and/or rigid), approved protective headgear, laces to tie stirrups or leathers to girth or cinch, ladder reins, loop reins, rein handles, rein handle tethers, rubber bands, saddle blocks, wedges, cushions, safety stirrups, seat savers, surcingle, and whips (1 or 2).
- c. Western Classes: riders must wear properly fitted, securely fastened, approved protective headgear with harness attached. A Western hat may be affixed over the headgear.
- d. No equipment is allowed that would in any way affix the rider to the horse or saddle with the exception of light rubber bands.
- e. Safety stirrups (covered or other approved safety stirrups) are required if rider is unable to wear boots with a heel.

**14. Equine Medication Control:** The NSEF endorses Clean Sport for all equine activities. Clean Sport (competing without performance enhancing medications) will ensure fair play in competition while maintaining the welfare of the horse. The Nova Scotia Equestrian Federation reserves the right to introduce drug testing at Scotia Series, with the proviso that due notice will be given.

It is the NSEF's expectation that competitors will ensure their horse's performance is not enhanced by means of prohibited substances.

**15. COVID-19 Protocols:** Competitions and Competitors must follow NS Health Act Regulations including Current COVID Guidelines (i.e., vaccination requirements, disinfecting, gathering limits, etc.). These guidelines must be reviewed often especially leading up to each competition as they are subject to change based on current Government Restrictions. Guidelines are available on the NSEF website: [horsenovascotia.ca/Health-and-Welfare-Resources](https://horsenovascotia.ca/Health-and-Welfare-Resources).

**16. Equine Welfare:** The NSEF is dedicated to the humane treatment and welfare of horses. Cruel, abusive or inhumane treatment of a horse at any NSEF Scotia Series event by any competitor, owner, coach, trainer, or other person will not be tolerated anywhere on the competition grounds under any circumstances.

A horse may compete:

- a. In Under Saddle competitions only after July 1<sup>st</sup> of its two-year-old year.
- b. When they are a minimum of 4 years of age to compete in Driving competitions.

Horses entered in all events must be in good condition and must be serviceably sound. Final determination of horse's suitability to continue is ultimately the judge's decision. Unsoundness may be defined as:

- a. Consistently observable at any gait under all circumstances;
- b. Marked nodding, hitching or shortened stride;
- c. Minimal weight-bearing in motion and/or rest and inability to move; or
- d. Any manifestation of pain, inability, disability, or deformity in the act of motion is considered unsoundness. Any competitor that may in the opinion of officials and/or competition management be considered riding at risk of injury to themselves or their horse will be asked to withdraw from further competition.

The welfare of the horse is paramount in our sport. Therefore, the competition committee reserves the right to ask a horse to retire, either from a class or from the competition, in the event that it appears that it would not be productive for the horse to continue. A horse may be retired from a class or further competition due to evidence of heat exhaustion, apparent over facing of the horse in regard to their current physical or training capabilities, or an unsoundness related to movement or breathing difficulties.

**17. Safe Sport:** All coaches coaching at a Scotia Series Competition must be Safe Sport Compliant based on the NSEF Safe Sport Standards as outlined below. Organizers will be provided a system to verify that coaches are compliant.





NSEF Safe Sport 2022 Standards						
Criteria	Standard/Training	NSEF Board of Director	Scotia Series Coach	NCCP Coach	All Other Coaches	EC/Scotia Series Official
Membership	Nova Scotia Equestrian Federation	Current and in Good Standing	Current and in Good Standing	Current and in Good Standing	Current and in Good Standing	Current and in Good Standing
EC Coach Status	Licensed or Registered	N/A	Not required in 2022	Coach Status (Registered or Licensed)	Not required in 2022	N/A
Screening	Criminal Records Check (including Vulnerable Sector Check* where applicable)	Completed by March 31st, 2022	Completed by August 31, 2022 **	Required to update every 3 years	Highly Recommended by March 31st, 2022	Highly Recommended by March 31st, 2022
Specific Safe Sport Training Online Module	Choice of: Coach Association of Canada (CAC) Safe Sport, or Equestrian Canada (EC) Fostering Healthy Relationships	Completed by March 31st, 2022	Completed by March 31st, 2022	Part of the Coach Status Requirement	Highly Recommended by March 31st, 2022	Completed by March 31st, 2022
Concussion Training Online Module	Choice of: CAC Making Headway In Sport or EC Concussion Training	Completed by March 31st, 2022	Completed by March 31st, 2022	Part of the Coach Status Requirement	Highly Recommended by March 31st, 2022	Completed by March 31st, 2022
Insurance	Coverage	Commercial General Liability Managers' Liability (Covered through NSEF Policy)	Professional Liability Commercial General Liability (Ensure appropriate coverage with provider)	Professional Liability Commercial General Liability (Ensure appropriate coverage with provider)	Professional Liability Commercial General Liability (Ensure appropriate coverage with provider)	Personal Coverage with provider or included in event Certificate of Insurance as Additional Insured (check with event management)
Optional Training	Respect In Sport Online Module (www.respectgroupinc.com)	Respect in the Workplace	Respect in Sport for Activity Leaders/Workplace	Respect in Sport for Activity Leaders/Workplace	Respect in Sport for Activity Leaders/Workplace	Respect in Sport for Activity Leaders
	Mental Health First Aid (www.mhfa.ca) or Recreation for Mental Health (www.recreationns.ns.ca)	Highly Recommended	Highly Recommended***	Highly Recommended***	Highly Recommended ***	Highly Recommended
	Equity, Diversity, & Inclusion (EDI) Training	Highly Recommended	Highly Recommended***	Highly Recommended***	Highly Recommended ***	Highly Recommended
	First Aid/CPR (Mandatory for NCCP Coach Certification)	Standard First Aid/CPR	Standard First Aid/CPR	Standard First Aid/CPR	Standard First Aid/CPR	Standard First Aid/CPR

\* Vulnerable Sector Check will require a letter from NSEF. Please email nsefmembership@sportnovascotia.ca to request a letter.  
\*\* Vulnerable Sector Check required if born before 1986.  
\*\*\* NCCP Professional Development Opportunity

As the official partner of the NSEF Scotia Series,  
**CAPRI CMW**  
is thrilled to provide NSEF Member Clubs/Associations with **preferred rates** for  
**LIABILITY AND EVENT INSURANCE**  
Contact Capri CMW at 1-888-394-3330 to discuss the best plan for you!

## GENERAL GUIDELINES FOR COMPETITION COMMITTEES

- Competitors MUST wear assigned ring numbers at all times DURING THE COMPETITION.
- Competitions failing to comply with the Scotia Series Guidelines will NOT be recognized as Scotia Series Competitions. Competitors may still receive points; this will be reviewed on a case-by-case basis.
- Each competition will receive a Scotia Series Competition Certificate to display at the horse competition office.
- Competition Committees should ensure that all equipment used in the competition is in good repair, meets required standards, and is accessible prior to the start of the competition. Competition Committees should have available; tape measure, rake, stop watches, etc.
- Competition management is asked to indicate any or all classes that are deemed Scotia Series in the official competition class list.
- NSEF supports a tobacco free environment and has a Tobacco Free Policy for both the health of participants and to help prevent fires near barns/stables.

**LEGAL ACTION MAY BE INSTITUTED MANY MONTHS, EVEN beyond TWO YEARS, FOLLOWING AN INCIDENT. It is essential to keep all records pertaining to the competition, that they can be accessed should they be needed.**

### SAFETY - RISK MANAGEMENT – BIO SECURITY POLICY FOR COMPETITION COMMITTEES

Competition organizers must establish policies to address safety and risk management assessments for before, during, and after a competition. These policies will support your clubs/events potential liability and due diligence concerns. They protect competition organizers, volunteers, competitors, and spectators. The staging of equestrian competitions is an activity that is particularly vulnerable to accidents.

Therefore, the Competition Committee has a special responsibility to provide an event that is run as safely as is possible. Competition organizers must:

1. Designate a Safety Manager
  - a. It is a requirement that all Horse Competition Committees have a safety sub-committee that has the authority to develop safety policies and procedures for their competition and to enforce those regulations. Have the safety committee develop and the Competition Committee approve the safety guidelines for the event.
  - b. Empower the safety committee to enforce any rules/regulations relating to safety guidelines during the event.
2. Record and report incidents/accidents. It is recommended that you use the enclosed NSEF forms or forms provided by your insurance provider.
3. Institute a "Medical Transport" plan. Provide the civic address to all competitors and have it posted on the competition grounds. Indicate Medical Support contact.
4. Ensure adequate emergency medical attention is available for every event.
5. Consider Human and Equine Biosecurity at the competition.
  - a. It is recommended that Equine Biosecurity Policy and action plan is established to reduce risk.
  - b. Competitions must follow any current Health Act Requirements.
  - c. Competitions and Competitors must follow COVID Protocols as outlined on Page 8.
6. **Safety Checklist**
  - a. Stable Safety, Arena Safety, Spectators-areas/seating/safety, Parking, Fire Precautions/Emergency Measures, Emergency Exits, and Accidents. Numbers for Veterinarians and Farriers suggested.
  - b. **Please Note: An Emergency Response Plan poster is included in this handbook for the competition to complete and post in various locations on the competition grounds.**
  - c. Signage: Post all rules and regulations for participants/spectators to follow. Use signage to alert persons of any dangers. Be sure you have in place, and follow, rules/guidelines for the safety and protection of all youth under the age of 19 years on the premises both as participants and as spectators.
  - d. **Other Policies to consider:**
    - i. Unruly horses and/or people;
    - ii. Alcohol/drugs-its use while on the premises;
    - iii. Smoking in areas such as arenas, stables, etc.;

- iv. Dog restrictions and policies about dogs/pets running at large; if dogs are permitted on the competition grounds, it is recommended that dogs are on a leash and are not at ringside.
  - v. Children unattended;
  - vi. Visitor/spectators in horse areas;
  - vii. Safe spectator area; and/or
  - viii. Garbage disposal.
7. Develop a safety plan for the warm up ring. It is highly recommended that the warm up ring be supervised and traffic be controlled (especially if the warm up area is small) by a knowledgeable person. (i.e., all traffic in the warm up ring travelling in the same direction).
  8. Warm Up Ring: Appropriate apparel including footwear and helmet are required in the warm up ring. Only those obstacles provided by the competition committee are permitted in the warm up ring.
  9. Develop lunging rules for the competition. It is highly recommended that competitions should have a separate lunging area or designated lunging only time. Restrictions for lunging are outlined in the Scotia Series Rules and Regulations.
  10. Ring entrance must be closed. It is highly recommended that the ring entrance be closed while class in progress with a door, gate, or rope barrier. Ring exit area should be kept clear and controlled by a knowledgeable person.
  11. Courses used for Over Fences courses must be designed and constructed by an NSEF approved course designer.
  12. Plastic jump cups with plastic pins are required for all over-fences classes. Jump cups must not be left on the standards when the rails are removed. Competitions are encouraged to use breakaway cups on the top rail of a vertical and the back rails of all oxers.
  13. As there are often individuals new to competition at Scotia Series competitions, considerations must be given to individuals who do not know “the rules” or “standard practices” as they may not be the same to everyone. The Competition Committee should indicate the method of reversing during group classes, whether it is to the inside or toward the wall.
  14. The number of horses in a rail class must be considered for safety reasons. It is recommended that the number of horses in a rail class be restricted according to ring size and the level of the athlete and horse.
  15. Policies for Junior Members must be considered. For risk management and safety purposes, it is highly recommended that Junior aged competitors not be left unattended at any time during the competition. A waiver indicating the legal parent or guardian responsible for junior aged competitors shall be signed and remain in the competition office.
  16. ***NSEF Helmet Policy: All Competitions must follow the NSEF Helmet Policy on Page 5 (#5)***  
Individual Competitions can enforce stricter safety and helmet rules during their competitions which will take priority above the NSEF Helmet Policy. Competitions choosing to allow Helmet Waivers are to keep the waivers in a separate file in the competition office or submit to NSEF. It is highly recommended that the NSEF Helmet Safety brochure be attached to each waiver.

**All Scotia Series  
Competitors and  
Organizers are asked  
to read and  
understand the NSEF  
Helmet Policy.....  
It affects you!**

#### **FIRST AID & EMERGENCY MEDICAL HELP FOR COMPETITION COMMITTEES**

1. Competitions must have an Emergency Action Plan and competition management teams must be aware of the plan. It is highly recommended that an Emergency Action Plan (EAP) is visibly posted in the competition office.
2. A competition must have, preferably on hand during the entire event, a person(s) who is trained and knowledgeable in First Aid/Emergency Medical Treatment. If an Ambulance/MD is not present at the event, know how to reach an ambulance and doctor on short notice. Alert them ahead of your event so they are aware it is being held. Keep the telephone number of both ambulance and doctor readily available on a moment's notice.
3. Competitions need to have a first aid kit available at all times in their facility on the grounds. The first aid kit needs to be an appropriate size for the total number of people on the grounds (competitors and spectators; volunteers and staff).

4. It is recommended that a tarp/shroud be available in case of injury to horse or competitor to provide privacy for the horse/competitor by shielding them from public view. It is recommended that a tarp/shroud be available for both competition and warm up rings.
5. If a person is rendered unconscious, or complaining of back pain, under no circumstances should that person be moved. Wait until qualified medical help is present prior to moving such a person.
6. If there is a fall, the Return to Play Following a Fall Guidelines must be followed. Refer to Page 6 (#11).

### **SCOTIA SERIES DATE APPROVAL PROCESS**

#### **STAGE 1 – PRE-EXISTING COMPETITION APPLICATIONS**

Date approval priority is given to a current-year competition if they submit a Scotia Series Date Approval Request Form (found in appendix) on or before December 1<sup>st</sup> to the NSEF Office.

#### **STAGE 2 - PRE-EXISTING COMPETITION APPLICATIONS RECEIVED AFTER DECEMBER 1ST & NEW COMPETITION APPLICATIONS**

Beginning December 15<sup>th</sup>, using the Scotia Series Date Approval Request Form (found in appendix), Stage 2 applications will be processed in order of receipt.

### **ORGANIZER FORM SUBMISSION DATES**

#### **Prior to Competition:**

Date Approval Form	Existing Scotia Series Competitions – <b>December 1<sup>st</sup></b> New Scotia Series Competitions – Can be received at any time but will be processed according to the Date Approval Process
Competition Application	Create Competition in the Online Competition Management System
Final Prize List/Competition Information	Not later than 4 weeks prior to competition
Certificate of Insurance	Not later than 4 weeks prior to competition

#### **After the Competition (required):**

Remittance Form with Fees	10 days post-competition
Results	10 days post-competition

#### **After the Competition (if applicable):**

NSEF Memberships Collected	Email/fax the new members' information within 24 hours to NSEF. Remit fees with Remittance Form.
Youth Good Sport Nomination Form	10 days post-competition

### **COMPETITION APPROVAL REQUIREMENTS**

#### **PRE-COMPETITION REQUIREMENTS (Due 4 weeks prior to competition)**

##### **APPLICATION FOR COMPETITION APPROVAL**

1. Application Form
2. Copy of Prize List
3. Competition License Fees
  - a. Application Fee: Can be paid by cheque, money order, or credit card.
  - b. Bond Cheque: This \$200 cheque must be dated October 1<sup>st</sup> of current year and is an assurance for post-competition fees and results submission. Upon successful submission of required documents, this cheque will be shredded.

##### **COMPETITION PACKAGE (PRIZE LIST) DEVELOPMENT**

- Competition Organizers are required to submit a competition package (prize list) to NSEF. It is recommended

that your officials review the competition package (prize list) prior to submission.

- Include the information competitors and competition organizers will be required to know (i.e., refusal of entries for Not in Good Standing, refund information, location, officials, etc.).
- Competition Entry Form.
- All Scotia Series Competitors are required to sign and submit an Acknowledgement of Risk and Release of Liability form as part of competition entry (included in this document). Parents/legal guardians of competitors under the age of 19 years must sign and submit the Acknowledgement of Release form on said competitor's behalf.

## **LIABILITY COVERAGE**

- The Scotia Series Certificate of Insurance must be submitted to NSEF showing proof of event coverage. The required Certificate of Insurance is included in the appendix and on the online Competition Management System.
- NSEF is pleased to partner with our insurance provider, Capri CMW, to offer competitions a Single-Day Event Liability Insurance Program to purchase at a preferred rate (application found on the NSEF website - [www.horsenovascotia.ca](http://www.horsenovascotia.ca)).

## **OFFICIALS**

- Scotia Series Competitions require official approval.
- The officials must be listed on the prize list or competition website.
- In 2022, competitions will be required to use Scotia Series recognized officials or apply for a Guest Card for non-Scotia Series' officials. Please note; non-Scotia Series' officials may need to complete NSEF requirements.
- Approved officials include NSEF Scotia Series officials, Equestrian Canada officials (some restrictions apply), Discipline-Specific, and Breed officials.
- Other approvals may be considered for extraordinary circumstances, as determined by NSEF.
- Officials are to be aware of and have a working knowledge of the Scotia Series competition rules. Rules can be downloaded from the NSEF website.
- Officials must be a current member of the NSEF (or out of province P/TSO).

## **PROTESTS**

- Without exception, a protest must be made in writing. It must be submitted to the competition office, along with \$25.00 cheque, within 1 hour of the completion of the class in question. A protest must contain a specific statement of an alleged violation of a rule or a condition of a class. It must provide the full name (and address if possible) of the alleged violator.
- The Competition Committee (and the judge, where applicable) will review the protest and determine a ruling based on the rules and regulations under which the competition is sanctioned. All decisions will be final.
- Protest fees will be returned only if the ruling is made in favor of the complainant. This procedure will take precedence over all other protest procedures.
- It is recommended that Competition Committees have a Dispute Resolution Process in place to deal with Protests that come forward.

## **Conflict of Interest Guideline**

Conflict of interest occurs when there is a potential (actual or perceived) position of control or influence placed on an official, potentially affecting their decision-making process in an unfair or unethical manner. Conflict of interest may be perceived or occur regarding business-related interactions (sale/purchase of a horse, coaching or training services, etc.) or through familiar relations (close friend, family member, house guest, etc.).

The enforcement of a strict conflict of interest rule may prove to be a limiting factor to competitions due to the small community of competitors, officials, organizers, and professionals in our province.

The NSEF Competitions Committee strongly recommends that all organizers, officials, and competitors respect the potential for situations leading to a conflict of interest. To avoid situations that may lead to actual or perceived conflicts of interest:

- Judges should not have coached athletes entered in a competition for 30 days leading up to the competition;

- Officials and competition organizers should not discuss or be involved in agreements related to the sale, purchase, or professional training of a horse in or around the competition day;
- Competition organizers hosting a visiting official should avoid housing this official in the home of an entered competitor; and
- Competitors who may be affected by positions of conflict of interest and whom remain keen to participate in the competition may consider the option of entering hors concours.

#### **MEMBERSHIP VERIFICATION REQUIREMENTS**

- The new NSEF Competition Management Software will verify NSEF memberships. Organizers will be able to run a report to check memberships. If the system is not showing a current membership, then the competition organizer must ensure the competitor processes the membership online (or through purchase options below) before they unload their equine or enter the competition area or the competitor provides proof of out-of-province membership for non-NS residents.
- Competitions may also request Membership Online Verification Access a minimum of 10 days before the competition.
- On-site Membership Purchases Options:
  - a. The competitor may complete the online application prior to or the day of an event. Email verification can be sent directly to the person responsible for the competition.
  - b. The competition may act as an agent of NSEF during the event. The following conditions must be met:
    - i. The competition collects the membership application and fee (payable to NSEF);
    - ii. The competition dates and signs the application form; and
    - iii. The competition must remit the new member application with payment to the NSEF within 24 hours.
  - c. Failure to complete these steps may jeopardize the competitors and competition's insurance and may affect the competition's ability to act as an agent of NSEF at future events.

#### **POST-COMPETITION REQUIREMENTS**

##### **REMITTANCES**

Submit the NSEF Remittance Form, results, and fees as required:

- Scotia Series athlete/equine combination Remittance Fee.
- Competitions hosting Dressage Classes must submit Dressage Royalty Fees to Equestrian Canada within 10 days of competitions.
- NSEF membership fees (must be remitted 24 hours within competition completion).
- **Youth Good Sport Award:** Using the enclosed form, Competition Committees are encouraged to solicit and submit nominations for a junior competitor who exemplifies good sportsmanship during a competition.

##### **RESULTS SUBMISSION PROCEDURES**

- Results entered into the online Competition Management System simply need to be marked as Final and the competition notify NSEF that the results are finalized. NSEF will then ensure the results are updated within the results system.
- Results not entered into the online Competition Management System will need to be formatted in the Results Submission Template and submitted to NSEF within ten days of the competition. Please contact NSEF for Results Submission Template and Information.
- Accuracy assists and ensures Scotia Series Provincial Points and Eligibility for Year-End Awards is calculated correctly.



## SCOTIA SERIES RECOGNIZED CLASSES/DIVISIONS

Scotia Series recognized classes are specified as either open (open to all), divided, or divided by competitor age.

**Senior Competitors** are defined as 19 years old and older as of January 1<sup>st</sup>, 2022.

**Junior Competitors** are defined as 18 years old and under as of January 1<sup>st</sup>, 2022.

**Exception:** If the class size is considered too large, the Junior category may be broken down into two categories. A suggestion would be 14-18 years old and 13 years old and under.

### Western Performance Division

Western Pleasure (Junior, Senior)  
Trail (Junior, Senior)  
Horsemanship (Junior, Senior)  
Reining (Junior, Senior)  
Ranch Riding (Junior, Senior)  
Ranch Pleasure (Junior, Senior)

**Showmanship** (Western or English attire)  
Showmanship Senior (19+)  
Showmanship Junior (18 and under)

### English Flat Division

English Pleasure (Junior, Senior)  
Road Hack (Junior, Senior)  
Equitation on the Flat (Junior, Senior)  
Hunter Pattern Poles (Junior, Senior)

### Hunter Division (Junior & Senior)

Cross Rail Hunter (Under Saddle, Over Fences)  
18" Hunter (Under Saddle, Over Fences)  
2' 0" Hunter (Under Saddle, Over Fences)  
2' 3" Hunter (Under Saddle, Over Fences)  
2' 6" Hunter (Under Saddle, Over Fences)  
2' 9" Hunter (Under Saddle, Over Fences)  
3' 0" Hunter (Under Saddle, Over Fences)

### Hunt Seat Equitation Over Fences Division

2'0" Equitation (Junior/Senior)  
2'3" (0.70m) Equitation (Junior/Senior)  
2'6" (0.75m) Equitation (Junior/Senior)  
2'9" (0.85m) Equitation (Junior/Senior)  
3'0" (0.90m) Equitation (Junior/Senior)

### Jumper Division

0.70m (2'3") Jumper Open  
0.75m (2'6") Jumper Open  
0.85m (2'9") Jumper Open  
0.90m (3'0") Jumper Open  
1.0m (3'3") Jumper Open

### Western Speed Division

Barrels (Junior, Senior)  
Pole Bending (Junior, Senior)

### Dressage Division

Introductory Dressage (Open)  
Training Level (Open)  
First Level (Open)  
Second Level (Open)  
Third Level (Open)  
Fourth Level (Open)  
Western Dressage (test of choice)  
Para Dressage (test of choice)

### Pleasure Driving Division

Pleasure Driving Turnout (Horse/Pony/VSE)  
Pleasure Driving Working (Horse/Pony/VSE)  
Pleasure Driving Reinsmanship (Horse/Pony/VSE)  
Pleasure Driving Obstacle Driving (Horse/Pony/VSE)

### Arena Trials Driving Division

Driven Dressage (Training/Preliminary)  
Arena Trials Cones (Training/Preliminary)  
Arena Trials Obstacles (Training/Preliminary)

## RESTRICTED DIVISIONS

### Select Divisions

- Open to competitors 50 years or older.
- Points earned in Select Divisions will not count toward any other division.
- Except for the above, the class descriptions are the same as classes in unrestricted divisions.

### Open Walk/Trot/Jog (W/T/J) Divisions

- English and Western W/T/J Division classes are open to horses or ponies.
- These classes are **not restricted to beginner athletes**. Rather, they provide a competition opportunity for beginner athletes, athletes with a disability or physical impairment, those new to the competition ring, or those whose horse is unable to canter/lope due to a prolonged health issue, etc.

- The athlete/horse combination is eligible to compete in other classes/divisions that require canter/lope, but not at the same competition (i.e., beginner athlete moving up mid-season).
- The athlete/horse combination is unable to earn awards in both W/T/J and Open/Select Divisions. Once an athlete/horse combination moves to a division with canter/lope, they cannot earn points in the W/T/J Divisions. They can move back down to W/T/J, but will not earn points towards year end awards.
- With the exception of the defined athlete restrictions and tack exceptions, all regular division rules apply.
- Points earned in W/T/J Divisions will not count toward any other division.
- Small Fry W/T/J is open to competitors 10 years old and under as of January 1<sup>st</sup>.

### **Green Horse Walk/Trot/Jog (W/T/J) Divisions**

- Green Horse English and Western W/T/J Division classes are open to horses or ponies who are in their first or second year of competition and who have not cantered/loped at Scotia Series competitions.
- Green Horses can move up to levels that require canter/lope during the season but at that point they are not eligible to collect points in Green Horse Division. Previous points earned in Green Horse will count towards Green Horse year end awards, but future points will be earned in canter/lope divisions or will be ineligible if they compete in Green Horse classes.
- Green Horses are eligible to compete in other classes/divisions that do not require canter. However, for safety reasons it is at the discretion of the competition organizers whether Green Horses are eligible to cross enter into other classes that do not require canter. It is **not** recommended that Green Horses cross enter between other classes especially W/T/J Classes where there may be large numbers of beginner athletes.
- In this division, any age horse can be ridden with two hands on any legal bit or 1-handed permitted in a curb bit.
- With the exception of the defined horse and gait restrictions, all regular division rules apply.
- Points earned in Green Horse W/T/J Division will not count toward any other division.

#### ***Select Western Division***

Western Pleasure  
Trail  
Showmanship  
Western Horsemanship  
Ranch Riding

#### ***Senior Walk/Trot/Jog (WTJ)***

WTJ Equitation  
WTJ Pleasure  
WTJ Hunter Pattern Poles  
WTJ Trail  
WTJ Showmanship

#### ***Select English Division***

English Pleasure  
English Equitation  
Road Hack  
Hunter Pattern Poles

#### ***Junior Walk/Trot/Jog (WTJ)***

WTJ Equitation  
WTJ Pleasure  
WTJ Hunter Pattern Poles  
WTJ Trail  
WTJ Showmanship

#### ***Green Horse Walk/Trot/Jog (WTJ)***

Green Horse WTJ Pleasure  
Green Horse WTJ Hunter Pattern Poles  
Green Horse WTJ Trail  
Green Horse WTJ Showmanship

#### ***Small Fry Walk/Trot/Jog (WTJ)***

Small Fry Equitation  
Small Fry Pleasure  
Small Fry Hunter Pattern Poles  
Small Fry Trail  
Small Fry Showmanship

#### ***Maritime Bred Award*** (English or Western Tack)

40% Performance, 60% Conformation

## AWARDS/POINTS QUALIFYING RULES

Classes that earn points for the Annual Scotia Series Awards are listed in this handbook. To determine competition awards, points are calculated based on the athlete's results as submitted by the competition organizers. Although competitions may offer other awards, Scotia Series Awards are based on the information set forth in this document. There are two types of awards within the Scotia Series:

1. Year-End High Point Awards based on results between January 1<sup>st</sup>, 2022 and September 25<sup>th</sup>, 2022; and
2. Provincial Championship Medals: awarded at the NSEF Scotia Series Provincial Championships.

### High Point Awards and Provincial Championship Medals Standards:

1. Awards will be based on the **horse and athlete combination** unless otherwise specified.
2. The athlete must be a current NSEF member to be eligible for awards.
3. A horse must be entered in a competition using the same name and spelling throughout the series.
4. Points earned in combined classes will be assigned by NSEF to the competitor's division.
5. Dual Judged Classes will count as 2 classes at 1 competition if the results from each judge are submitted.
6. An individual may not accumulate points from more than 1 entry in any eligible Equitation or Showmanship class. Equitation/showmanship points are based on horse/competitor combination.
7. District Division points will be awarded in the district in which the athlete lives, but points accumulated towards awards/standings may be attained at any Scotia Series competition.
8. As long as the minimum standards are met, a competitor's top 6 points will be counted for awards (unless otherwise outlined in the award criteria). The top 6 results for each individual class will be selected.
9. If the competition divides the class (i.e., by Horse and Pony for a division listed as an open division) and offers equal opportunity to all competitors (i.e., a horse class and a pony class), those points may be credited to the open class.
10. Restricted Division Points: Athlete/Equine combinations may not earn awards in both restricted (i.e., Select, Walk/Trot/Jog) and non-restricted divisions. Points from Restricted Divisions will only be used towards Restricted Awards.
11. Points will be posted on the NSEF website throughout the competition season for review. Competitors are asked to contact NSEF regarding any concerns regarding points as soon as possible. Once the Final Year-End Award points are tabulated, there will be a review/audit period. Once this period is over, the points will be considered official and used for award presentation.
12. NSEF published Eligible Awards list is considered the official list of awards.
13. Point Calculation: Points will be calculated based on the results of the competition and awarded accordingly.

# of competitors/class	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup> and on
1	1						
2	2	1					
3	3	2	1				
4	4	3	2	1			
5	5	4	3	2	1		
6	6	5	4	3	2	1	
7	7	6	5	4	3	2	1
8-15	8	7	6	5	4	3	1
16-20	9	8	7	6	5	4	1
21+	10	9	8	7	6	5	1

**Please note: Unless otherwise noted, Scotia Series Competitions are *not* required to offer all classes. However, this may affect an athlete's opportunity for year-end awards/qualifying for championship**

## SCOTIA SERIES AWARDS STANDARDS/RESTRICTIONS

(Subject to revision – please see the NSEF Website in the fall for a list of awards presented at the NSEF Awards Reception)

Division	Minimum Class types per Competition	Minimum Competitions	Maximum classes to earn points per competition	Max score eligible for year-end awards per class type	District High Point Award	Provincial High Point Award
Western Pleasure	2	2	2 classes per-class type – maximum 4 class types	6	Junior & Senior Champion	Junior & Senior Champion & Reserve Champion
Western Speed	Barrel Racing & Pole Bending	2	2 per-class type	6	Junior & Senior Champion	Junior & Senior Champion & Reserve Champion
English Flat	2	2	2 per-class type	6	Junior & Senior Champion	Junior & Senior Champion & Reserve Champion
Showmanship	1	2	2	6	Junior & Senior Champion	Junior & Senior Champion & Reserve Champion
Hunter	1 over fences and 1 under saddle	2	3 per-height	6	Junior & Senior Champion: Cross Rail 18" 2'0" 2'3" 2'6" 2'9" 3'0"	Junior & Senior Champion & Reserve Champion: Cross Rail 18" 2'0" 2'3" 2'6" 2'9" 3'0"
Hunt Seat Equitation Over Fences	1 per-height	2	2	6	Junior & Senior Champion 2'0" 2'3" 2'6" 2'9" 3'0"	Junior & Senior Champion & Reserve Champion 2'0" 2'3" 2'6" 2'9" 3'0"
Jumper	2 per-height	2	3 per-height	18 classes total (not per type)	Champion 0.7m (2'3") 0.75m (2'6") 0.85m (2'9") 0.90m (3'0") 1.0m (3'3")	Champion & Reserve Champion 0.7m (2'3") 0.75m (2'6") 0.85m (2'9") 0.90m (3'0") 1.0m (3'3")
Dressage	2 tests	2	2 per-day	6	Champion: Introductory, Training Level, First Level, Second Level, Third Level, Fourth Level, Western, Para	Champion & Reserve Champion: Introductory, Training Level, First Level, Second Level, Third Level, Fourth Level, Western, Para
Pleasure Driving	2	2	2 per-class type	6	Champions Horse, Pony, VSE	Champion & Reserve Champion Horse, Pony, VSE
Arena Trials Driving	2	2	2 per-class type	6	Champion Training, Preliminary	Champion & Reserve Champion Training, Preliminary
Maritime Bred	1	2	2	6		Champion
Select English (Age 50+)	2	2	2 per-class type	6	Champion	Champion & Reserve Champion
Select Western Division (Age 50+)	2	2	2 classes per-class type – maximum 4 class types	6	Champion	Champion & Reserve Champion
Senior (19+) Walk/Trot/Jog	2	2	2 per-class type	6	Champion	Champion & Reserve Champion
Junior Walk/Trot/Jog (18 years & Under)	2	2	2 per-class type	6	Champion	Champion & Reserve Champion
Small Fry (10 years and under)	2	2	2 per-class type	6	Champion	Champion & Reserve Champion
Green Horse Walk/Trot/Jog	2	2	2 per class type	6	Champion	Champion & Reserve Champion

## 2022 Provincial Championships Information

**The competition qualification period for Provincial Championship will be January 1<sup>st</sup>, 2022 to September 25<sup>th</sup>, 2022.**

1. Qualifying Points will be calculated based on the year-end award calculations unless otherwise noted in this section.
2. At the end of the qualification period, the **top 2** High Point competitors **per-District**, who meet the Qualification Standards, will be eligible to compete at the Provincial Championships.
  - Districts are based on the athlete's membership address at the end of the qualification period.
  - If the Division's 12 District spaces are not filled, 2 additional athletes **may** be invited to attend based on qualifying provincial point standings (must meet Qualification Standards).
  - If a division does not have qualifying athletes from a minimum of 3 zones, it **may** be removed from the Provincial Championships.
  - If a division has less than 5 qualifying athletes, it **may** be removed from the Provincial Championships.
3. Eligible competitors will be invited to the Provincial Championships to compete for the Bronze, Silver, and Gold Provincial Medals. Medals will be based on performance at the Provincial Championships as outlined below.
4. At the Provincial Championships, the competitor's placing will be converted to points for each class to determine the Provincial Championship Medal winners for each Division.

Placing	Points if 8-12 athletes in class	Points if 1-7 athletes in class
1 <sup>st</sup>	10	7
2 <sup>nd</sup>	9	6
3 <sup>rd</sup>	8	5
4 <sup>th</sup>	7	4
5 <sup>th</sup>	6	3

Placing	Points if 8-12 athletes in class	Points if 1-7 athletes in class
6 <sup>th</sup>	5	2
7 <sup>th</sup>	4	1
8 <sup>th</sup>	3	N/A
9 <sup>th</sup> - 12 <sup>th</sup>	1	N/A
Disqualified/Eliminated	0	0

### Divisions at Provincial Championships

*If a division does not have qualifying athletes from a minimum of three zones or a minimum of 5 qualified athletes, it **may** be removed. Divisions will be finalized following the qualification period & athletes will be invited to compete.*

Junior Western Performance Division\*  
 Senior Western Performance Division\*  
 Junior Showmanship  
 Senior Showmanship  
 Junior English Flat Division\*\*  
 Senior English Flat Division\*\*  
 Driving (Horse, Pony, VSE)\*\*\*  
 Training Level Dressage Open First  
 Level Dressage Open Second  
 Level Dressage Open

Third Level Dressage Open Western  
 Dressage Test of Choice Para Dressage  
 Test of Choice  
 2'6" Hunter Open  
 2'9" Hunter Open  
 3'0" Hunter Open  
 0.85m Jumper Open  
 0.9m Jumper Open  
 1.0m Jumper Open

\*For the Western Performance Divisions, Ranch Riding class may be used to earn qualifying points but will not be held at the Championships. A maximum of 4 classes will be used towards Provincial Championships Medals.

\*\*For the English Flat Divisions, Hunter Pattern Poles class may be used to earn qualifying points but will not be held at the Championships.

\*\*\* May be combined to an open division depending on qualifying athlete numbers

# SCOTIA SERIES RESULTS

## CAN BE FOUND ON THE NSEF WEBSITE

[WWW.HORSENOVASCOTIA.CA](http://WWW.HORSENOVASCOTIA.CA)

### WESTERN TACK and ATTIRE

**Protective Headgear:** Although competition management may enforce a stricter helmet policy, all competitions must adhere to the NSEF Policy on Protective Headwear found on Page 5 (#5).

**Western Tack:** In all western classes:

- A horse should be shown in a western saddle.
- Australian stock saddles are not permitted.
- A western bridle with a western curb bit shall be used on senior horses only.
- Competitors on senior horses must ride one-handed in a curb bit, except in walk/trot/jog or Green Horse classes where two hands on any legal bit is permitted.
- Junior horses (5 years and under) may be shown in a smooth-mouth snaffle bit where the bars must be a minimum of 5/16" (8 mm) in diameter, measured 1" (25 mm) in from the cheek with a gradual decrease to center of the snaffle, OR in a bosal with two hands on the reins or a curb bit with 1 hand.
- Reins may be split or of the romal type. Only the index finger is allowed between split reins. When using a romal rein, the braided extension is allowed to be carried in the free hand with the hand around the reins (no fingers are allowed between the romal reins) with 16 inches spacing between the free hand and the reining hand.
- A good working outfit is considered more important than the wearing of silver equipment.
- Chain chin straps are permissible, but must be at least one-half inch in width and must lie flat against the jaw of the horse chin straps must not be rounded or braided.
- **OPTIONAL EQUIPMENT:**
  - a) Rope or Riata attached to the saddle;
  - b) Hobbles attached to the saddle;
  - c) Breast Collars;
  - d) Protective boots or leg wraps and bandages are allowed in reining, speed events, and horsemanship; and
  - e) Martingales, nosebands, and tie downs are allowed ONLY in speed events.

### Western Attire

- Any competitor may wear protective headgear in any division or class without penalty from the judge. Please see the Helmet Policy (Competition Rule #5) regarding helmet requirements. All competitors are strongly encouraged to wear a helmet in those classes that allow waivers.
- Exhibitors should wear appropriate western attire, including a shirt with long sleeves and collar, approved ASTM/SEI, or BSI/BS EN-PAS015:2011, or AS/NZS (3838-2006 or later, or ARB HS 2012) helmet or western hat (when permitted with a signed waiver), western pant with belt, and cowboy boots.
- The helmet must be secured on the competitor's head when the exhibitor enters the arena. Spurs, chaps, and gloves are optional.



## WESTERN PERFORMANCE DIVISION

### Western Performance Classes – Terminology

The following terminology shall apply in Western Division Classes whenever a specific gait is called for:

- a) **The Walk:** A natural, flat footed, four beat gait. The horse must move straight and true at the walk. The walk must be alert, with a stride of reasonable length in keeping with the size of the horse.
- b) **The Jog:** A smooth, ground covering two beat diagonal gait. The horse works from one pair of diagonals to the other pair. The jog should be square, balanced, and with straight forward movement of the feet. Horses walking with their back feet and trotting on the front are not considered performing the required gait. When asked to extend the jog, the horse moves out with the same smooth way of going.
- c) **The Lope:** An easy, rhythmical three-beat gait. Horses moving to the left should lope on the left lead. Horses moving to the right should lope on the right lead. Horses traveling at a four-beat gait are not considered to be performing at the proper lope. The horse should lope with a natural stride and appear relaxed and smooth. The horse should be ridden at a speed which is in keeping with their natural way of going.



### WESTERN PLEASURE

#### General:

- A good pleasure horse has a free-flowing stride of reasonable length in keeping with its conformation.
- It should cover a reasonable amount of ground with little effort.
- Ideally, it should have a balanced, flowing motion while exhibiting correct gaits that are of proper rhythm.
- The quality of the movement and the consistency of the gait is a major consideration. It should carry its head and neck in a relaxed natural position, with its poll level with or slightly above the level of its withers. It should not carry its head behind the vertical, giving the appearance of intimidation or be excessively nosed out, giving a resistant appearance. Its head should be level, with its nose slightly in front of vertical having a bright expression with its ears alert.
- It should be shown on a reasonably loose rein, but with light contact and control.
- It should be responsive, yet smooth, in transitions when asked.
- When asked to extend, it should move out with the same flowing motion.
- Maximum credit should be given to the flowing, balanced and willing horse that gives the appearance of being fit and a pleasure to ride.

#### Conduct:

- This class will be judged on performance, condition, and conformation of the horse; minimum 20% of this shall be placed on condition and conformation.
- Horses must work both ways of the ring at all three gaits to demonstrate their ability with different leads. At the option of the judge, horses may be asked to extend the walk, jog, or lope, one or both ways of the ring. The judge may ask all or just the top 12 horses to extend at the jog. However, not more than the top 12 horses may be asked to extend at the lope. The competitor should sit at the extended jog. The horse should be ridden in such a way that is in keeping with their natural way of going.
- Head carriage that is too low, below the level of the withers, will be penalized as will excessive slowness.
- Horses are required to back easily and stand quietly.
- Horses are to be reversed to the inside (away from the rail). They may be required to reverse at the walk or the jog at the discretion of the judge, but shall not be asked to reverse at the lope.

## TRAIL

The Trail Horse Class is the performance of a safe, sensible, well-mannered horse over a course of obstacles.

1. Gaits between the obstacles shall be at the discretion of the judge. A flying lead change does not constitute an obstacle in a trail class. Any lead change or change of gait shall be judged under the scored gaits and way of going judging criteria. A flying lead change cannot be required, but it can be optional.
2. At least 6 obstacles will be used; 3 of which will be mandatory and at least 3 others selected from the approved list. Gait between the obstacles shall be at the discretion of the judge.
3. Horses must not be required to work on the rail. The course must be designed to require each horse to show the 3 gaits, walk, jog and lope, somewhere between obstacles as a part of its work and will be scored as a maneuver.
4. The course to be used must be posted at least 1 hour before scheduled time of the class.
5. Failure to follow the course shall cause elimination.
6. Failure to complete the course shall not result in elimination, but is to be severely penalized.
7. If disrupted, the course shall be reset as each horse has worked.
  - It should be kept in mind; trail obstacles are not meant to trap or eliminate a horse.
  - Separate, less difficult course could be set for Juniors.
8. Enough space must be provided for a horse to jog/trot at least 20 feet and to lope at least 50 feet for the judge to evaluate these gaits.
9. The judge must walk the course and has the right and duty to alter the course in any manner.
10. The judge may remove or change any obstacle deemed unsafe or non-negotiable.

### Mandatory Obstacles

1. **Gate:** Opening, passing through, and closing the gate. Use a gate that will not endanger horse or competitor. If the gate has a metal, plastic, or wooden support bar under the opening, competitors must work the gate moving forward through it.
2. **Logs or Poles:** Ride over at least four logs or poles. These can be in a straight line, curved, zigzag, or raised. The space between the logs is to be measured and the path the horse is to take should be the measuring point. All elevated elements must be placed in a cup, notched block, or otherwise secured so they cannot roll. The height should be measured from the ground to the top of the element. Spacing for walkovers, trot overs, and lope overs should be as follows, or increments thereof:
  - a) **Walkovers:** 40 cm (15.748 inches) to 60 cm (23.62 inches) and may be elevated to 30 cm (11.8 inches). Elevated walkovers should be set at least 55 cm (24.45 inches) apart.
  - b) **Trot Overs:** 90 cm (35.43 inches) to 105 cm (41.3 inches) and may be elevated to 20 cm (7.8 inches).
  - c) **Lope Overs:** 4.8 meters (15.75 feet) - 2.1 meters (6.88 feet), or increments thereof, any may be elevated to 20 cm (7.8 inches).
3. **Backing Obstacle:** Backing obstacles to be spaced a minimum of 28 inches. If elevated, a 30 inch-spacing is required. Competitors cannot be asked to back over a stationary object such as a wooden pole or metal bar.

Examples:

  - i) Back through and around three markers.
  - ii) Back through L, V, V straight, or similar shaped course; it may be elevated no more than 24 inches.

### Optional Obstacles

- a) Water hazard (ditch or small pond).
- b) Serpentine obstacles at walk or jog: Spacing a minimum of 6' for jog.
- c) Carry object from one part of arena to another (articles as might be found on a trail ride).
- d) Ride over Wooden bridge: minimum of 36" width and 6' length. Must be sturdy and safe.
- e) Slicker: Put on and remove.
- f) Mailbox: Remove and replace materials from mailbox.
- g) Side pass (may be elevated to 12" maximum).
- h) Square obstacle: Four logs or rails, 5 to 7 feet long, laid in a square. Competitor enters the square by riding over log or rail as designated. When all four feet are inside the square, the competitor should execute the indicated turn and exit the square.
- i) A combination of two or more of any obstacles is acceptable.

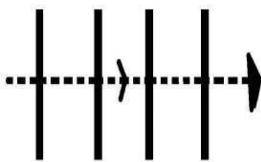
**Prohibited Obstacles**

1. Tires
2. Animals
3. Hides
4. PVC pipe
5. Dismounting
6. Jumps
7. Rocking or moving bridges
8. Water box with floating or moving parts
9. Flames, dry ice, fire extinguisher, etc.
10. Logs or poles elevated in a manner that permits such to roll.
11. Plastic and tarps

*The judge may remove or change any obstacle deemed unsafe or non-negotiable.*

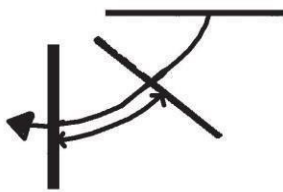
**DIAGRAMS**

**Trot Over Poles**

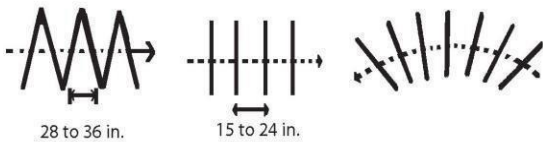


Spacing Between Pole 36 to 42 inches

**Lope Over Poles**

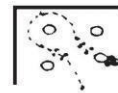


**Walk-Overs**

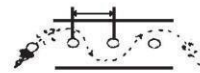
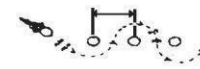


Spacing at the path of the Horse should be 15 to 24 inches.

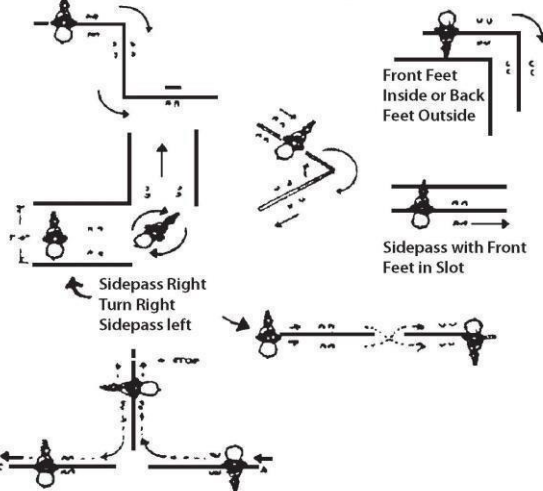
**Back Through and Around Three Markers**



28 in. Minimum Between Markers



**Variation of Sidepass**



**Scoring a Trail Class**

- Scoring will be on the basis of 0-infinity, with 70 denoting an average performance.
- Each obstacle will receive an obstacle score that should be added or subtracted from 70 and is subject to a penalty that should be subtracted.

**Obstacle Score Range (+1.5 to -1.5)**

Extremely poor	-1.5
Very poor	-1.0
Poor	-0.5
Correct	0
Good	+0.5
Very good	+1.0
Excellent	+1.5

## Penalties

### The following deductions will result in a '0' SCORE (Disqualified):

- Use of more than one finger between reins.
- Use of two hands (except in snaffle bit or hackamore classes designated for two hands) or changing hands on reins; except for junior horses shown with hackamore or snaffle bit, only one hand may be used on the reins, except that it is permissible to change hands to work an obstacle.
- Use of romal front of cinch or used in a threatening way.
- Performing the obstacles incorrectly or other than in specified order.
- No attempt to perform an obstacle.
- Equipment failure that delays completion of pattern.
- Excessively or repeatedly touching the horse on the neck to lower the head.
- Fall to the ground by horse or competitor.
- Failure to enter, exit or work obstacle from correct side or direction, including overturns of 1/4 or more.
- Failure to work an obstacle in any manner other than how it's described by the course -Riding outside designated boundary marker of the arena or course area.
- Third refusal.
- Faults that occur on the line of travel between obstacles, which will be cause for disqualification, except in novice amateur or novice youth classes, which shall be faults scored according to severity:
  1. Head carried too low (tip of ear below the withers, consistently).
  2. Over-flexing or straining neck in head carriage so the nose is carried behind the vertical consistently.

### 1/2 Penalty Point:

- Each tick of log, pole, cone or obstacle.

### 1 Penalty Point:

- Each hit of or stepping on a log, pole, cone or obstacle.
- Incorrect gait at walk or jog for two strides or less.
- Both front or hind feet in a single-strided slot or space.
- Skipping over or failing to step into required space.
- Split pole in lope-over.
- Failure to meet the correct strides on trot over and lope over log obstacles.

### 3 Penalty Points:

- Break of gait at walk or jog for more than 2 strides.
- Out of lead or break of gait at lope (except when correcting an incorrect lead).
- Knocking down an elevated pole, cone, barrel, plant obstacle, or severely disturbing an obstacle.
- Stepping outside the confines of, falling, or jumping off or out of an obstacle with one foot.

### 5 Penalty Points:

- Failure to follow the correct line of travel within or between obstacles.
- Dropping slicker or object required to be carried on course.
- First refusal, balk, or attempting to evade an obstacle by shying or backing more than 2 strides away.
- Letting go of gate or dropping rope gate.
- Use of either hand to instill fear or praise.
- Stepping outside the confines of, falling, or jumping off or out of an obstacle with more than one foot.
- Blatant disobedience (kicking out, bucking, rearing, striking).
- Failure to complete obstacle.
- Faults, which occur on the line of travel between obstacles, scored according to severity:
  - a. Head carried too high
  - b. Head carried too low (tip of ear below the withers)
  - c. Over-flexing or straining neck in head carriage so the nose is carried behind the vertical
  - d. Excessive nosing out
  - e. Excessive opening of mouth

## WESTERN HORSEMANSHIP

- Athletes will be judged on seat and hands, ability to control and show the horse.
- Results as shown by performance of the horse are NOT to be considered more important than the method used by the competitor.
- Competitor should sit in centre of saddle with legs under competitor forming a straight vertical line through ear, centre of shoulder, centre of hip, and back of heel. Stirrup length should allow heels to be lower than toes, with slight bend in knee, and toe directly under knee. Body should always appear comfortable, relaxed and flexible, and back should be nearly flat. Stiff and/or arched lower back should be avoided. Feet may be placed home in the stirrup, with boot heel touching the stirrup, or may be placed with ball of foot in the stirrup. Riding with toes only in stirrup will be penalized.
- **Hands:** Both hands and arms shall be held in a relaxed easy manner, with the shoulders back and down, and upper arm in a straight line with the body, the arm holding the reins bent at elbow forming a straight line from the elbow to the horse's mouth. When using a romal, the competitor's off-hand shall be around the romal with at least 16 inches of rein between the hands. Wrists are to be kept straight and relaxed, with thumb on top and fingers closed around the reins. One finger between the reins is permitted when using split reins, but not with a romal. Some movement of the arm is permissible, but excessive pumping will be penalized. Reins are to be carded immediately above or slightly in front of saddle horn. Only one hand is to be used for reining, and hand shall not be changed. Reins should be carried so as to have light contact with the horse's mouth and at no time shall reins be carried more than a slight hand movement from the horse's mouth. In the event a horse four years of age or younger is shown with a snaffle bit or hackamore, it is legal for a competitor to show with two hands on the reins, in accordance with the rules discussed earlier in this division.
- **Position in Motion:** Competitor should sit to trot and not post. At the lope, they should remain seated. Competitor should maintain vertical position at all gaits. All movements of horse should be governed by the use of imperceptible aids. Exaggerated shifting of the competitor's weight is not desirable. Moving of the lower legs of athletes who are short shall not be penalized.

Class Routine and Conduct: The judge will ask each competitor to work individually.

- The individual works will be any of the maneuvers the judge feels are necessary to determine the horsemanship ability of the competitor.
- Tests: Individual work may be composed of any of the following:
  - i. Walk, jog, trot, lope or gallop in a straight line, a curve, a circle, or any combination of these gaits and patterns, such as a figure eight, etc.
  - ii. Stop
  - iii. Back
  - iv. Side pass
  - v. Counter canter
  - vi. Turn on the haunches, including spins and rollbacks, or turn on the forehand
  - vii. Simple change of lead through the trot, walk, halt, in a straight line, figure 8 or any other pattern
  - viii. Dismount and mount
- Use of markers helps to standardize patterns and guide athletes, but they also increase the degree of difficulty somewhat, so their placement should be carefully planned and indicated in the posted pattern, and their placement in the arena well supervised.
- The judge must post the pattern they will ask for at least one hour prior to the class commencing.
- Judging of individual work will begin at the indication of the judge, and it stops at the end of the 30 second time period, indicated by a signal from the ring steward or timer. Exhibitors shall leave the arena at the signal, regardless of whether or not they have completed work prescribed by the judge.
- Failure to complete the pattern will not result in elimination, but shall be scored accordingly.
- The judge will use these individual works to determine the top athletes to be called back for rail work, and those selected athletes will be required to work on the rail.
- The horsemanship class is to determine the riding ability of the competitor, and the judge will bear this in mind at all times.

## REINING

**Competition organizers choose the class pattern and must communicate that pattern to the competitors.**

### **General:**

- To rein a horse is not only to guide it, but also to control its every movement. The best reined horse should be willfully guided or controlled with little or no apparent resistance and dictated to completely.
- Desired qualities possessed by a good reining horse are smoothness, finesse, attitude, quickness and authority in performing the various reining maneuvers.
- Correct maneuvers are essential to the reining horse's performance and when controlled are the basis for speed.
- When ridden at speed the horse should perform willingly with no evidence of resistance to the athlete's aids.
- Rundowns should be controlled and fluid.
- The stop should demonstrate proper frame, balance and style.
- The form of the horse in the slide supersedes the actual distance traveled.
- To qualify as a roll back, timing and balance between horse and athlete must be in near-perfect harmony through the stop, turn and lope departure.
- Lead changes must be made with precision and balance.

### **Class Conduct:**

- Each competitor will perform the required pattern individually and separately. All horses will be judged immediately upon entering the arena, and judging will cease after the last maneuver.
- Any fault incurred prior to the commencement of a pattern will be scored accordingly.
- Any movement on their own must be considered a lack of control.
- All deviations from the exact written pattern must be considered a lack of or temporary loss of control, and therefore faulted according to severity of deviation.
- Credit will be given for smoothness, finesse, attitude, quickness and authority in performing the various maneuvers while using controlled speed.
- Reining arena set up and Pattern Information
- Markers to be placed on the wall or fence of the arena as follows:
  - i) at the centre of the arena,
  - ii) at least 50' from each end wall.
- All patterns are to be worked as stated, not as drawn.
- Where the Pattern designates stops to be beyond a marker, the horse should begin their stop after they pass the **specified marker**.

## **SCORING GUIDELINES FOR REINING**

### **General:**

- Scoring will commence immediately upon entering the arena cease after the last maneuvers
- Any fault incurred prior to the commencement of a pattern will be scored accordingly
- Scoring will be on the basis of zero (0) to infinity, with 70 denoting an average performance
- Neither a "no score" nor a "zero (0)" score can place
- The Judge's decision is final
- While horse is in motion, the athlete's hands shall be clear of horse and saddle.

### **No Score (Elimination):**

- Infraction of the law
- Abuse of an animal in the competition arena and/or evidence that abuse has occurred prior to or during the exhibition of a horse (blood on sides/mouth)
- Use of illegal equipment
- Use of illegal bits, bosals or curb straps
- Use of tack collars, tie downs or nosebands
- Use of whips
- Use of any attachment that alters the movement or circulation of the tail
- Failure to dismount and present horse and tack to appropriate judge
- Disrespect or misconduct by the exhibitor Judge may excuse any horse at any time while in the arena for unsafe conditions or improper exhibition pertaining to both the horse and/or the athlete.
- Closed reins are not allowed except as standard romal reins.
- Excess rein may be only straightened at a place where the horse is completely stopped as described by the pattern.



## '0' SCORE:

- Use of more than the index or first finger between reins
- Use of 2 hands (except snaffle bit or hackamore classes) or changing hands
- Use of romal except as outlined in rules
- Failure to complete pattern as outlined
- Performing maneuvers out of order
- Inclusion of maneuvers not specified, including but not limited to:
  1. Backing more than 2 strides
  2. Turning more than 90 degrees
  3. **EXCEPTION:** A complete stop in the 1st quarter of a circle after a canter departure is not to be considered an inclusion of a maneuver: a 2-point break of gait penalty will apply
- Equipment failure
- Balking or refusal of command where the pattern is delayed
- Running away or failing to guide where it becomes impossible to discern if the entry is on pattern.
- Jogging in excess of ½ circle or ½ the length of the arena
- Over spins of more than ¼ turn
- Fall to the ground by horse or athlete
- Dropping a rein that contacts the ground
- Failure to have the correct number displayed
- Failure to wear correct western attire

## PENALTIES

### 5 Point Penalty Infractions:

- Spurring in front of the cinch
- Use of either hand to install fear or praise
- Holding saddle with either hand
- Blatant disobedience including kicking, rearing, biting, bucking or striking

### 2 Point Penalty Infractions:

- Break of gait
- Freezing up in spins or rollbacks
- On walk-in patterns, cantering prior to reaching the centre and/or failure to stop or walk before executing a canter departure.
- On run-in patterns, failure to be in a canter prior to reaching the first marker
- Horse does not completely pass the specified marker before initiating a stop position
- Jogging beyond 2 strides but less than ½ circle or ½ length of the arena

### Circles, Eights, Spins, Run-Around Penalty Infractions:

- For each time a horse is out of lead -1.0 point penalty
- Penalty for being out of lead on a circle is accumulative. A judge will add +1.0 point penalty for each ¼ circle or any part thereof that the horse is out of lead.
- A delayed change of lead by one stride where the lead change is required by the pattern description -0.5 point penalty
- Starting a circle at a jog -0.5 point penalty
- Exiting a rollback at a jog up to 2 strides -0.5 point penalty
- Over or under spinning up to 1/8 of a turn -0.5 point penalty
- Over or under spinning up to ¼ turn -1.0 point penalty
- Failure to be on the correct lead when rounding the end of the arena – 1/2 of the turn or less -1.0 point penalty, more than 1/2 of the turn -2.0 point penalty
- Failure to stay 20 feet from the wall when approaching a stop or rollback -0.5 point penalty

Maneuvers	Hierarchy of Concern	THE WORK Credit	THE WORK Discredit
-1.5 Extremely Poor	<b>1. On Pattern</b>	Authority of execution	Lack of control
-1.0 Very Poor	<b>2. Correctness</b>	Smoothness	Resistance
-0.5 Poor	<b>3. Level of Difficulty</b>	Finesse	
0 Average/Correct		Quickness	
+0.5 Good		Speed Control	
+1.0 Very Good			
+1.5 Excellent			

### Faults

Faults against the horse shall be scored accordingly, but not to cause disqualification:

- |   |                           |
|---|---------------------------|
| (1) Opening mouth excessively when wearing bit                          | (5) Anticipating signals  |
| (2) Excessive jawing, opening mouth or head raising on stop             | (6) Stumbling             |
| (3) Lack of smooth, straight stop on haunches-bouncing or sideways stop | (7) Backing sideways      |
| (4) Refusing to change leads  | (8) Knocking over markers |

Faults against the competitor shall be scored accordingly, but not to cause disqualification:

- (1) Losing stirrup
- (2) Depending on the condition and size of arena, failure to run circles or figure eights within the markers is not considered a fault. However, failure to go beyond markers on rollbacks and stops is considered a fault.

### RANCH RIDING

The purpose of this individual pattern class is to show a working horse's versatility, attitude and movement. In this class, the primary considerations are the horse's quality of movement and overall manners and responsiveness while performing the required maneuvers. The class should allow the horse to show its ability to work at a forward working speed while under the control of the rider. A horse being shown with light contact should be rewarded.

Horses in this class should not have hoof paint, braided or banded manes, or tail extensions. **Each horse will work individually, performing both required and optional maneuvers:**

- **Required maneuvers:** walk, jog, lope both directions and the extended jog and lope in at least one direction as well as stops, turn to change directions, and back.
- **Optional maneuvers:** side pass, turns of 360° or more, change of lead (simple or flying), walk, jog, or lope over a pole(s), or some reasonable combination for a ranch horse to perform.
- The maneuvers may be arranged in various combinations with final approval by the judge.
- Overall cadence and performance of the gaits should be those described above with emphasis on forward, free-flowing, and ground-covering movement at all gaits. Transitions where designated should be smooth/responsive.
- There is no time limit.
- A judge may utilize an existing patterns or new patterns as long as all required maneuvers are included plus three or more optional maneuvers and patterns must be posed a minimum of one hour before the class.
- A horse that fails to perform a required maneuver will be placed below all other horses that perform all maneuvers.
- The use of natural logs is encouraged.
- Posting at the extended trot is acceptable; touching or holding the saddle horn is also acceptable.

### Scoring & Penalties

Scoring is on the basis of 0 to 100, with 70 denoting an average performance.

One-point penalties:	Three-point penalties:	Five-point penalties:	Zero Score:
Too slow/per gait	Break of gait at walk or jog for more than 2 strides	Blatant disobedience (kicking, biting, bucking, rearing, etc.)	Major disobedience or schooling
Over-bridled	Break of gait at lope		Willful abuse
Out of frame	Wrong lead or out of lead		
Break of gait at walk or jog for two strides or less	Draped reins		
Split log at lope			

Please Note: No specific penalties will be incurred for nicks/hits on logs or over/under spins, but deduction may be made in the maneuver score.

## **RANCH PLEASURE**

This **rail class** reflects the versatility, attitude and movement of a working horse. The class shows the animal's ability to work at a forward, working speed while under control. Horses are required to perform the required movements which include the walk, trot, extended trot, lope, stop, and back.

The horse's performance should simulate a horse riding outside the confines of an arena and that of a working ranch horse. This class should show the horse's ability to work at a forward, working speed while under control by the rider. Light contact should be rewarded and horse does not have to be shown on a full drape of reins.

The overall manners and responsiveness of the horse while performing the gait requirements, and the horse's quality of movement are the primary considerations.

A Ranch Pleasure and a Western Pleasure class should not be judged the same as the desired movements of the two classes is different. A Western Pleasure horse should be more collected while the Ranch Pleasure should reflect a working horse.

## **WESTERN SPEED DIVISION**

Speed events are races. Each athlete is attempting to negotiate the course as quickly as possible. Safety is paramount for both the competitor and the horse.

### **General:**

1. Competitors in any individual event should compete in the same arena, on the same day, on the same measured course, and as nearly as possible, under the same conditions.
2. The order of go of the competition shall be determined by drawing lots, or by computerized random sorting.
3. Each competitor shall be ready when called, or may be eliminated at the Judge's discretion.
4. If there is a qualifying/elimination heat(s), Horse/Rider combination must remain same throughout.
5. Ties will not be broken, except to determine class and Championship winners. A coin will be flipped to determine allocation of ribbons or other awards. Where applicable, money will be split equally between tied entries.
6. In the event of a run off for a tie, the competitor declared the winner of a run off must re-run the pattern within two seconds of their original time or the run off must be re-staged.
7. Competitors must wait for direction from the ring steward, or activation of the green starting light before entering the arena or starting to run the pattern. Competitors must ensure they understand and obey all starting signals designated by the organizing officials.
8. Point accumulations for awards will accrue to horse/competitor combinations only.
9. Deliberate discarding of the helmet by the competitor, anywhere in the arena, will incur a 5 second penalty, at the judge's discretion.
10. Excessive spurring or cropping may bring elimination at the Judge's discretion. Use of any other equipment that the Judge considers too severe, or abusive striking of the horse around the head, will result in immediate elimination for that run.
11. Bats, crops, scat bats, spurs, over-&unders, nose and eyebrow tie-downs and mechanical hackamores are permitted. The Judge, at their discretion, may eliminate a competitor for excessive use of a bat, crop, whip, or rope in front of the cinch.

### **Courses:**

- The Competition Committee must keep in mind that a properly prepared speed event horse will negotiate prescribed patterns correctly, at speed.
- No element of a pattern should be adjacent to a fence or wall, if avoidable, and this will "hold in" a horse that is incompletely trained.
- Each course should be measured, element to element, and from the starting line.
- Fences or walls should not be used as the starting point for measuring the course, unless the arena is too small for the standard pattern.

### **Timing Line:**

- Poles indicating the timing line, the event officials and equipment are not part of the course and should be as unobtrusive as possible.
- Where practical, timing equipment, officials and start/finish line markers should be outside of the arena enclosure. Otherwise, they should be as close to the sides of the arena enclosure as is feasible. Barrels should not be used to mark the timing line, or to support the timing equipment.

### Ground Conditions:

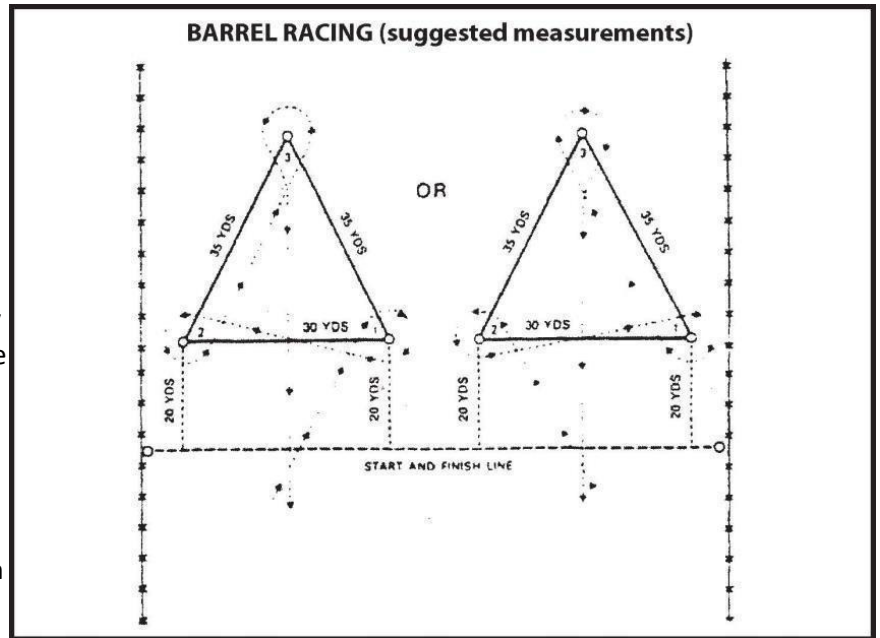
- Arena footing must afford the best possible footing for speed and safety;
- Periodic arena grooming (rakes or drag) should be provided to ensure consistency of footing;
- Sufficient stopping distance should be provided beyond the finish line. (Refer to individual event diagrams for recommended stopping distances.)

### Entry/Exit:

- A course must be arranged to start and finish in the arena. No open gates. The minimum distance from the timing line to the end of the arena shall be 50 feet (15.24 m).
- Adequate space must remain between barrels and any obstacle. Refer to the individual event diagrams for recommended measurements.

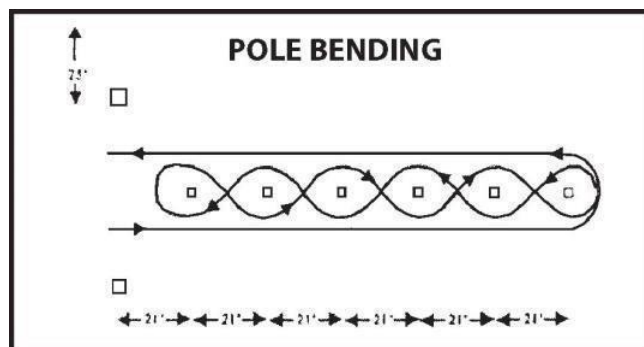
### BARREL RACING

1. The official obstacle of Barrel Racing shall be a 45-gallon steel (200 litre) drum, with both ends closed. If the course is too large for the available space, the pattern should be reduced five (5) yards at a time until the pattern fits the arena.
2. Rusty or damaged barrels must not be used.
3. Padding, tires, or any material that may change the diameter, height, or balance of the barrels is NOT permitted.
4. Knocking over a barrel carries a five-second penalty.
5. Failure to follow course shall cause disqualification.
6. A competitor may touch the barrel with their hands.



### POLE BENDING

1. The official pole bending course may be run starting to the left or the right of the pattern, following the line of travel indicated on the diagram below. The diagram below is the pattern starting to the right.
2. The poles are placed on the centre line of the arena, starting 21 feet (6.4 m) from the timing line, with each successive pole a further 21 feet from the timing line. The position of each pole must be precisely marked or measured so the course can be restored exactly after knockdowns. Poles must always line up exactly.
3. The course must start and finish inside the arena.
4. Failure to follow the correct course shall cause a disqualification.
5. Poles may be touched, but may not be held, carried, or relocated by competitors.
6. A 5-second penalty shall be assessed for each pole knocked down.



## SHOWMANSHIP CLASSES

1. Judgement is based on competitor's ability to handle the horse; assessing competitor skills versus that of the horse.
2. Points are allocated to the athlete only. Athletes will receive points for only one entry in any given class.
3. The Showmanship class shall be judged strictly on the competitor's ability to fit and show a horse at halter. The horse is merely a prop to demonstrate the ability and preparation of the competitor. The ideal showmanship performance consists of a poised, confident, neatly attired competitor leading a well-groomed and conditioned horse that quickly and efficiently performs the requested pattern with promptness, smoothness, and precision. The showmanship class is not another halter class and should not be judged as such.
4. It is mandatory that the judge post any patterns to be worked at least one hour prior to the commencement of the class. However, if the judge requires additional work of competitor for consideration of final placing, the finals pattern may not be posted. Patterns should be designed to test the handler's ability to effectively present a horse to the judge. All ties will be broken at the judge's discretion.
5. Competitors in showmanship classes may be dressed in either Western or English attire. If in English attire, horse may be in either bridle or halter.
6. Competitors are to be scored from 0 to 20 with ½ point increments acceptable. Ten points should be allocated toward the overall appearance of the exhibitor and the horse and 10 points allocated toward performance.
7. Faults can be classified as minor, major or severe. The judge will determine the appropriate classification of fault based upon the degree and/or frequency of the infraction. A minor fault will result in a ½ to 4-point deduction from the competitor's score. A major fault will result in a deduction of 4 ½ points or more from the competitor's score. A competitor that incurs a severe fault avoids elimination, but should be placed below all other competitors that complete the pattern correctly. A minor fault can become a major fault and a major fault can become a severe fault when the degree and/or frequency of the infraction(s) merits.
  - a) Faults in overall appearance of competitor and horse include:
    - Poorly groomed, conditioned or trimmed horse;
    - Dirty, ragged, poorly-fitted, or ill-fitted halter/lead;
    - Poor or improper position of competitor;
    - Excessively stiff, artificial or unnatural movement around horse or when leading;
    - Continuous holding of the chain portion of the lead, or lead shank tightly coiled around hand or dragging the ground;
    - Changing hands or placing both hands on the lead except when preparing to show the horse's teeth.
  - b) Faults of the Performance include:
    - Drifting of horse while being led
    - Horse stopping crooked or dropping a hip out when stopping, setting up, or standing
    - Backing, leading, or turning sluggishly or crooked
    - Horse not set up squarely or excessive time required to setup
    - Failure to maintain a pivot foot during turns or stepping behind right front leg with left front leg when turning to the right.
    - Horse holding head and/or neck crooked when leading, stopping, or backing
    - Failure to perform maneuvers at designated markers, but horse is on pattern.
  - c) Severe Faults of the Overall Appearance of Competitor and Horse: (avoids disqualification but should be placed below others that do not incur a severe fault) include:
    - Leading on the off or right side of the horse
    - Complete failure to move around horse by competitor and obstructing judge's view.
    - Competitor touching the horse or kicking or pointing their feet at the horse's feet during set up
    - Standing directly in front of the horse
    - Competitor wearing spurs or chaps.
  - d) Severe Fault of the Performance (avoids disqualification but should be placed below others that do not incur a severe fault) includes:
    - Omission or addition of maneuvers
    - Knocking over a cone
    - Working on the wrong side of the cones

- Severe disobedience including rearing or pawing, horse kicking at other horse, competitors or judge, or horse continuously circling the competitor.
- e) Disqualification (shall not be placed) includes:
- Loss of control of horse that endangers competitor, other horses or competitor, or judge including the horse escaping from the competitor
  - Failure of exhibitor to wear correct number in a visible manner
  - Willful abuse
  - Excessive schooling or training, or use of artificial aids.

### **ENGLISH HACK & HUNTER TACK and ATTIRE**

**Protective Headgear:** Although competition management may enforce a stricter helmet policy, all competitions must adhere to the following NSEF Policy on Protective Headwear found on Page 5 (#5):

**English Hack and Hunter Tack:** In all classes,

- An English snaffle, pelham, kimberwick, and/or full bridle with plain leather cavesson nose bands and brow bands must be used.
- An English saddle in black or brown with a proper English saddle pad should be used.
- Proper saddle pad for all English classes is a numnah type or half pad which could include a number pad.
- Optional Equipment: spurs, gloves. Whips optional in hack classes. If whips are used, they must be un-weighted and must not exceed 75cm (30").
- Braiding of mane and tail is recommended but not required.
- Standing martingale ONLY in over fences Hunter classes.
- Stirrup irons must hang freely from the bar of the saddle and outside of the flap. There must be no restrictions or attachments.
- Boots are not permissible. Exceptions such as inclement weather or footing conditions can be made at the Judge's discretion.

#### **Hunter/Jumper Attire:**

Required - safe and neat/tidy attire of conservative colour. Athletes must compete in boots, breeches, helmet and tucked in shirt. Protective headgear as described above.

Recommended – Proper attire is to be of competition ring level. Competitors should be suitably and neatly dressed in breeches, boots, shirt and tie, choker or stock collar, visible belt, and coat. Half chaps (preferably matching boot color) are permissible but full chaps are not. Hunter competition attire (hunt coat and competition shirt) should also to be worn for award of prizes in Hunter horsemanship and flat competitions. Casual attire is acceptable in jumper classes; polo shirts of conservative colors with collars may be worn tucked in.

Exception - In hot weather, at the Judge's discretion, alternative attire can be worn.

**Jumper Tack:** In all classes,

- An English snaffle, pelham, kimberwick, full bridle, gags and hackamores may be used.
- An English saddle in black or brown should be used.
- Jumper saddle pads with logos may be used.
- Optional Equipment: Spurs, Gloves,
- Braiding of mane and tail is recommended but not required.
- Standing or running martingales may be used in Jumper Classes,
- Draw reins and blinkers are not permitted.
- Stirrup irons must hang freely from the bar of the saddle and outside of the flap. There must be no restrictions or attachments.
- Whips must be un-weighted and must not exceed 75cm (30").
- Leg wraps and/or boots are permitted.

## ENGLISH FLAT DIVISION

### General

The Flat division has been created to show the versatility of a horse or pony on the flat. Horses or ponies in this division may be of any breed or combination of breeds and must have natural action (not high and/ or weighted).

### English Pleasure

- English Pleasure horses to be judged: 45% quality of movement; 40% manners; 15% conformation.
- To be shown at a walk, trot, and canter (not gallop) in both directions.
- An English Pleasure horse should exhibit a proper rhythm at each gait with quality of movement and consistency of gait being of major importance.
- Horses should move with strides that cover the ground with ease.
- Transitions should be responsive and smooth.

### Road Hack

In Road Hack, the most important judging criteria is PERFORMANCE, which makes up 55% of the score followed by substance at 20%, conformation at 15%, and manners at 10%.

#### **Class Routine and Judging:**

- Horses to enter the ring at a walk.
- To be shown at a flat-footed walk trot, strong trot, easy canter, and hand gallop (not more than 8 horses to gallop at one time).
- To be shown in both directions.
- Horses may, at the discretion of the judge, be asked to halt with immobility.

### English Equitation on The Flat

#### **General:**

In this class:

1. It is the athlete's skill that is being assessed and judged (not the horse);
2. This class allocates points to the athlete only;
3. An athlete will not receive points for more than one entry in any given class at a competition; and
4. Because the class can be run in different methods, judges and competition organizers should discuss the style of the class; competitors are to be notified of the class routine. It is recommended that the class be run with Rail Work first followed by a minimum of the top four performing an individual test/pattern.

#### **Judging & Class Routine:**

- Competitors will be judged on seat, hands and legs, and their ability to control and show their horse.
- For the rail portion, the class should proceed at least once around the ring at each gait – walk, trot, and canter – and on command will reverse and repeat.
- For the individual test portion of the class, competitors will perform individual tests or a pattern at the judge's discretion. These tests may include:
  - Rein back;
  - Figure 8 at a trot, demonstrating change of diagonals;
  - Lengthening of the stride in the rising trot;
  - Turn on the haunches;
  - Change of leads on a straight line down the center line with a simple change through the trot or walk; and
  - Counter canter.
- If using a pattern:
  - Competitors who are off pattern should receive deductions and need not be eliminated from the class. They may be eliminated at the judge's discretion.
  - The pattern must be posted at least an hour before the class or provided in the competitor information package.



## Hunter Pattern Poles

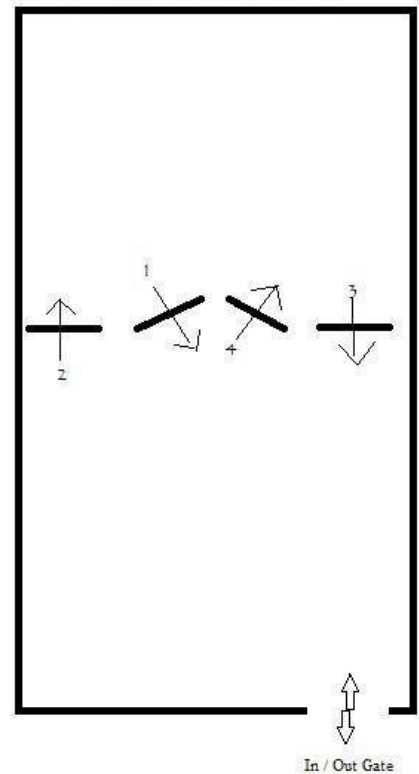
### General:

- The objective of this class is to introduce athletes (equine and human) to the requirements of independent riding over courses.
- A course of 4 -8 poles (example of a 4-fence course illustrated) set out in a typical figure eight Hunter pattern. Control is to be maintained while the course is ridden at a trot with canter specified by the course designer.
- Course shall allow the athlete to demonstrate both canter leads at least once while on course.
- Conventional hunter style standards or wings shall be placed on either end of the poles.
- Jump cups must be removed from the wings or standards.
- No brush or natural filler shall be used over or around the poles but may be placed around the wings or standards if appropriate.
- Poles should be of the octagonal variety to avoid the potential of rolling.
- Additional Canter, if control is maintained, or trotting the whole course, will not be cause for elimination.

### Judging:

- Judging shall be 40% athlete - based on position, accuracy and effectiveness.
- 60% horse performance - based on conventional hunter scoring, including regularity of pace, way of going, smoothness of transitions, forward pace, and correctness of canter leads. There is no consideration of striding or distance between poles.
- An athlete going off course or a fall of either horse or athlete shall constitute elimination.

Example of a Basic 4 Fence / Effort Hunter or Equitation Course (to be used at the discretion of officials)



## HUNTER DIVISION

### General:

- A Hunter should display good jumping form and be calm and confident while doing so.
- The horse should move with a steady rhythmic canter between the fences and jump the fence in a manner that appears to flow.
- The pace should be even throughout the course and the horse should adjust its leads accordingly.
- A well-executed change through trot will not be penalized.
- The horse should meet the fence squarely and jump in the center of the obstacle.
- A Hunter should be relaxed but show a willing and alert attitude.
- It should remain calm on its approach to the jump and continue on course quietly after landing.
- A good Hunter completes the course with rhythm, balance, and style in a manner that is comfortable and safe.

### Hunter Courses:

- A competition must use approved officials when setting 'over fences' classes at a competition. Please see the Officials Section for more information.
- Hunter course should typically consist of 8-10 obstacles.
- The course should be simple and inviting and should include verticals, oxers, gates, and fences with natural 'fill' such as brush and flowers.
- Fences should simulate those found in a field, such as natural looking rails, brush, walls, and coops.
- The fences should be natural colors such as brown, green, beige, and white.
- Solid fences with lots of fill and a well-defined ground line are easier to jump. Jumps with spread (oxers) must have the back rail higher than the front.
- There should be no combination jumps within classes below 0.85m.
- The height of the fences should not exceed that listed for the class.
  - For example: if it is a 2'6" Hunter class, the back rail of the oxeer must not exceed that height.
- Plastic jump cups with plastic pins are required for all over-fences classes. Jump cups must not be left on the

standards when the rails are removed. Competitions are encouraged to use breakaway cups on the top rail of a vertical and the back rails of all oxers.

#### **Conduct of Hunter Over Fences Class:**

- Hunter courses must be clearly posted at least one hour prior to the start time of the over fences classes.
- Horses are shown, one at a time, over a course of hunter style obstacles.
- A performance starts when the horse enters the ring, and ends when it leaves.
- Encourage the use of back-to-back rounds in groups of 3-4.

#### **Judging:**

- A Hunter is judged on movement, manners, jumping style/performance, and hunting soundness.

#### **Manners:**

- A Hunter should display an alert and willing attitude.
- It should be relaxed and responsive to invisible signals from its competitor.
- It should present an overall appearance of being easy to ride.
- The horse should be obedient to light hand and leg cues. Transitions should be smooth and on cue.

#### **Scoring:**

- Horses will be credited for maintaining an even hunting pace while covering the ground with free-flowing strides.
- Preference will be given to horses that meet the fence squarely, at the center of the fence, and jump with correct jumping style.
- Circling once upon entering the ring and once before leaving is permitted.
- Horses shall be rewarded for entering and exiting the ring at a relaxed walk.
- Horses will be penalized for unsafe jumping and bad form, whether or not they touch the fence.
- Twisting, incorrect leads, and cross-cantering will be penalized.
- Leaving out a stride will be penalized. A controlled well executed approach to the jump is more important than the number of related strides at this level if it is safe.
- Excessive use of the whip will result in elimination.
- Refusals and knockdowns generally result in a reduced score.
- An obstacle is considered knocked down when the height is lowered by the horse or competitor through contact with the rail or standard.

#### **Disobediences:**

##### **Refusal**

- Occurs when a horse stops in front of an obstacle (whether or not it is knocked down).
- If the horse is moved toward the obstacle but does not attempt to jump, it is considered another refusal.
- Run-out.
- Occurs when a horse evades or passes the obstacle to be jumped.

##### **Loss of Forward Movement**

- Occurs when a horse fails to maintain the trot or canter after beginning the course.

##### **Unnecessary circling on course**

- Occurs when a competitor circles their horse in such a manner that its original track between two consecutive obstacles (anywhere on course) is crossed.
- The exception to this is if the horse is retaking an obstacle after a refusal or run-out.

##### **Elimination**

- Two disobediences including refusal, stop, run-out, or extra circle.
- Bolting from the arena.
- Off course.
- Jumping an obstacle before it is reset.

- Fall of horse and/or competitor. A horse is considered to have fallen when shoulder and haunch on the same side touch the ground. Competitor may not remount.
- Deliberately addressing an obstacle.
- Excessive use of whip.
- Incorrect tack.

\*As this is a learning to compete level of competition, the competition organizer and/or judge may allow a competitor who is eliminated to continue on the course if the competitor and horse are safe and time allows.

### **HUNTER UNDER SADDLE CLASS**

#### **General:**

- Hunter under saddle classes must not be the first class of a hunter division.
- The horse must be judged over fences before the flat portion of that division.

#### **Class Routine:**

- Horses from a particular hunter division will show together in the flat portion.
- They will be shown at a walk, trot, and canter both ways of the ring.
- Cross rail athletes should not be requested to canter.

#### **Judging/Scoring:**

- Horses are to be judged on their performance, condition, and conformation.
- They should possess the same quality of movement as described for a good hunter.
- A flowing, balanced performance that shows rhythm and willingness shall be given maximum credit.
- Transitions should be smooth and responsive.

### **HUNT SEAT EQUITATION OVER FENCES**

#### **General:**

- In these classes, the competitor is judged on their ability. It is their skill over a course of fences that is being judged and not that of the horse, however disobediences of the horse are penalized based on Hunter rules.
- Competition organizers have the discretion to determine an appropriate course length and maximum heights based on the needs of their competitors. However, allocated heights must be indicated in competition prize list.
- Equitation over fences to be judged over a Hunter type course of 6-8 fences with at least one change of direction.
- Distances and courses will not be altered for novices.
- Tack and equipment requirements shall be as per the Hunter over fences division.
- Plastic jump cups with plastic pins are required for all over-fences classes. Jump cups must not be left on the standards when the rails are removed. Competitions are encouraged to use breakaway cups on the top rail of a vertical and the back rails of all oxers.

### **JUMPER DIVISION**

#### **General:**

- A jumper is scored on performance.
- Classes are offered by height divisions.
- Please see eligible classes for year-end award qualification.
- Scotia Series jumper divisions are classified according to the maximum height of the fences to be jumped.
- A jumper competition is a timed event and will be set to run in either an indoor or outdoor arena.
- The competitor will test their horsemanship skills by jumping a series of obstacles that allow them to demonstrate the freedom, energy and obedience of their horse.
- The obstacles in a Scotia Series competition should be set so that they are simple and yet provide enough challenge to adequately test the horse's jumping skill.
- Jumper fences are typically airier than hunter fences and provide less of a groundline.
- The rails and standards are often brightly coloured and the jumps may vary in width (some being narrow). Courses may vary in their degree of difficulty by changing how a fence is built, whether it is a vertical or an oxer, or where the fences are in relation to the in-gate.

- The slope and shape of the ring may also influence the degree of difficulty within a course.
- Plastic jump cups with plastic pins are required for all over-fences classes. Jump cups must not be left on the standards when the rails are removed. Competitions are encouraged to use breakaway cups on the top rail of a vertical and the back rails of all oxers.

**Conduct of a Jumper Class:**

- The course must be posted at least 1 hour before the start of the class.
- The ‘order-of-go’ must be posted at least 30 minutes before the start of the class.
- Where a competitor has more than one horse in the class, the order of go should provide at least five horses between the competitor’s horses. The other horses will be moved up in order to satisfy this rule. Time limit is equal to twice the time allowed.
- Electronic timing should be used if possible. At least one (back-up) timer with a stopwatch must record every jumper round.
- Without electronic timing, two timers are preferred to average the times for the official time.
- Late and post entries go first in a class when they are accepted after the Order of Go is drawn.
- The judge’s whistle or bell signals the start of a round, after which the horse has 60 seconds to cross the starting line or face elimination.
- Flags are used on the jumps to indicate the approach to be taken.
- Red flags indicate the right-hand side and white flags the left-hand side of the jumps.
- Jumps should be numbered at the base.

**Jump Off:**

- Those competitors who are in equal first place after one round of the same competition may take part in a jump off.
- The order of starting in the jump off must remain the same as the order of starting for the original round. The jump off must be conducted under the same rules and table as the original class.

**PC Table A PENALTIES:**

- Obstacle and time penalty scores are added together to give the competitor a score for the round.
- Time may be used as a deciding factor to separate equality for first place and/or lower places according to the specifications given for the competition.

First disobedience	4 penalties
Obstacle knocked down while jumping	4 penalties
One or more feet in water jump or on lathe	4 penalties
First fall of horse/competitor or both in class	Elimination
Refusal plus knocking down an obstacle	4 penalties + time correction
Second Disobedience	Elimination
Exceeding time allowed	1 penalty for every 4 second interval (or started interval) over the time allowed
Exceeding the time allowed in jump off	1 penalty for every second
Exceeding the time limit	Elimination
<b>Penalties for disobediences accumulate not just at the same obstacle but throughout the entire round.</b>	

**Knockdowns:**

- An obstacle is considered knocked down when the height is lowered by the horse or competitor through contact with a rail or standard.

**Disobediences Refusal:**

- Occurs when a horse stops in front of an obstacle (whether or not it is knocked down).
- If the horse is moved toward the obstacle but does not attempt to jump, it is considered another refusal.

**Run-Out:**

- Occurs when a horse evades or passes the obstacle to be jumped.
- Loss of forward movement.

- Occurs when a horse fails to maintain the trot or canter after beginning the course.
- Unnecessary circling on course.
- Occurs when a competitor circles their horse in such a manner that its original track between two consecutive obstacles (anywhere on course) is crossed.
- The exception to this is if the horse is retaking an obstacle after a refusal or run-out.

**Elimination:**

- Two disobediences including refusal, stop, run-out, or extra circle.
- Bolting from the arena.
- Off course.
- Jumping an obstacle before it is reset.
- Fall of horse and/or competitor. A horse is considered to have fallen when shoulder and haunch on the same side touch the ground. Competitor may not remount.
- Deliberately addressing an obstacle.
- Failure to start the course within 60 seconds of bell or whistle.
- Starting (or continuing) on course before the signal to proceed.
- Jumping an obstacle before crossing the start line.
- Leaving the arena before finishing the course.

\*As this is a “learning-to-compete” level of competition, the competition organizer and/or judge may allow a competitor who is eliminated to continue on the course if the competitor and horse are safe and time allows.

## **DRESSAGE DIVISION**

**General:**

The FEI (Federation Equestrian Internationale) rules describe dressage as: *"the development of the horse into a happy athlete through harmonious education. As a result, it makes the horse calm, supple, loose, and flexible, but also confident, attentive, and keen, thus achieving perfect understanding with their competitor."*

- Dressage is shown at specific levels. These levels are progressively more challenging and reflect the development of the horse and competitor’s skills and abilities.
- The tests ridden in competition measure the horse and competitor’s schooling and correctness and are scored accordingly. Each level has a specified format which is stated on the test form. Each movement within the test is described and the elements to be performed are outlined.

**Dressage Tack:**

- In keeping with the tradition and dignity of the sport, manes may be braided and the competitor’s dress and tack neat, clean and in good repair.
- Spurs are optional.
- Whips are allowed. Maximum length is 100cm for pony and 120cm for a horse.
- Saddles: A plain English saddle, black or brown colour only with stirrups is compulsory in all levels.
- Bridles: All bridles must be correctly fitted.
- Reins must be black or brown in colour. Type of reins is optional.
- Snaffle bridle with one of the following nosebands: drop, regular cavesson, flash, figure 8, or crescent are allowed. All bits must be smooth with no sharp edges on center links. Snaffles and curb bits with smooth ridges are permitted.
- Up to and including Second Level: Only snaffle bits are allowed.
- Breastplates, foregirths, girth covers, cruppers, and non-restrictive nose fly guards and ear nets are permitted.
- Martingales, bit guards, any kind of gadgets, and any form of blinkers, ear plugs, seat covers, and hoods are strictly forbidden on the competition grounds and competition ring/warm-up ring at any time during any competition (under penalty of elimination).
- Protective boots or bandages are not permitted in the competition ring; however, they are permitted on competition grounds or at the discretion of the judges. Athletes may be asked to remove the boots or bandages during a tack check.

## Dressage Attire:

### Protective Headgear

Although competition management may enforce a stricter helmet policy, all competitions must adhere to the NSEF Policy on Protective Headwear found on Page 5 (#5):

Required – Safe, neat/tidy attire of conservative colour, and long sleeved or short sleeved shirt with a collar. Sleeveless shirts are not allowed. Protective headgear as described above. Juniors are permitted to wear jodhpurs and boots. Athletes with long hair must wear hair nets or tie hair back in a braid or bun.

Recommended – Dark, grey, or conservative pinstriped coloured jacket, tie, hunting sock or choker, conservative-coloured breeches, black or brown high boots, short boots with matching half chaps.

Exception - In the case of inclement weather, competitors may wear a suitable helmet cover and a warm or waterproof overcoat.

### Tests:

- Scotia Series competitions will use Equestrian Canada (EC) Dressage Tests.
- Scotia Series competitions as a provincially sanctioned competition will use the EC Dressage Tests up to and including Fourth Level. Dressage tests are available on the EC website (equinecanada.ca).
- A competitor may enter only two consecutive levels at any competition. A horse may not be ridden in more than 4 tests per day.
- The use of two-way communication devices in the competition arena is prohibited.
- Tests may be called, except at Provincial Championships. Callers must use the exact wording as it appears on the test. When calling any movement, it may only be **repeated once** by the caller. The provision of a caller is the responsibility of the competitor. Callers must stand at either E or B and remain 2-meters outside of the ring. The accuracy of the test remains the responsibility of the competitor regardless of errors made by their caller.

**PURPOSE OF LEVELS/DRESSAGE TESTS:** At all times, the training should be in compliance with the training scale; the basis of which are three pure gaits.

- a) Training Level – The purpose of Training Level is to confirm that the horse’s muscles are supple and loose and that it moves freely forward in a clear and steady rhythm, accepting contact with the bit. The balance need only be level, but not on the forehand.
- b) First Level – The purpose of First Level is to confirm that the horse, in addition to the requirements of Training Level, has developed the ability to lengthen the stride at the trot without losing rhythm or tempo. The balance need only be level but not on the forehand. A more consistent contact with the bit should be maintained.
- c) Second Level – From this level on, the horse must be reliably on the bit. The purpose of Second Level is to confirm that the horse, having developed the requirements of First Level, now shows that through additional training it accepts more weight on the hindquarters (collection) and can elevate the forehand sufficiently to execute balanced medium gaits and transitions. Self-carriage is required. Turns on haunches through walk, simple changes (through walk), and lateral movements are an integral part of the development within this level.

### Scoring:

Excellent	10
Very Good	9
Good	8
Fairly Good	7
Satisfactory	6
Sufficient	5
Insufficient	4
Fairly Bad	3
Bad	2
Very Bad	1
Not Performed	0

The collective marks are based on:

- The freedom and regularity of the horse’s movement (gaits).
- The horse’s desire to move forward with elasticity of steps and roundness (impulsion).

- The horse's attention and confidence, harmony with the competitor, lightness of movement, and acceptance of the bit (submission).
- The competitor's correctness and effectiveness of aids.
- The competitor's position and seat.
- Harmony between competitor and horse.

### Elimination:

An entry shall be eliminated under the following circumstances:

- Taking more than 45 seconds to enter the arena at A after the start signal.
- Evidence of blood on the horse.
- Use of illegal equipment.
- Contravention of dress rules.
- Unauthorized assistance.
- Three errors of course.
- Fall of horse or competitor during the test.
- Dangerous/unruly behavior of horse.
- All four feet of the horse leave the arena.
- Dismounting during a dressage test.
- Prolonged resistance of more than 45 seconds or when judge considers the resistance to pose a safety risk to horse or athlete.
- Lameness.
- Judge's decision is final with no appeal.



Coach Status



What it means to you,  
as a PARENT/GUARDIAN or ATHLETE

Your coach is **SCREENED**

- ✓ Criminal Records Check including Vulnerable sector
- ✓ Reference Checks
- ✓ EC Coach Code of Conduct Compliance
- ✓ Safe Sport Compliance

Your coach is **TRAINED**

- ✓ Recognized Certification Programs (i.e. NCCP)
  - certified or in-training
- ✓ First Aid/CPR, Concussion Awareness Training
- ✓ Respect in Sport for Activity Leaders or EC's Fostering Healthy Relationships

Your coach is **INSURED**

- ✓ Commercial General Liability Coverage
- ✓ Professional Liability Coverage

For more details on the EC Coach Status program, visit [equestrian.ca](http://equestrian.ca) or contact NSEF at 902-425-545 x 333

### Arena:

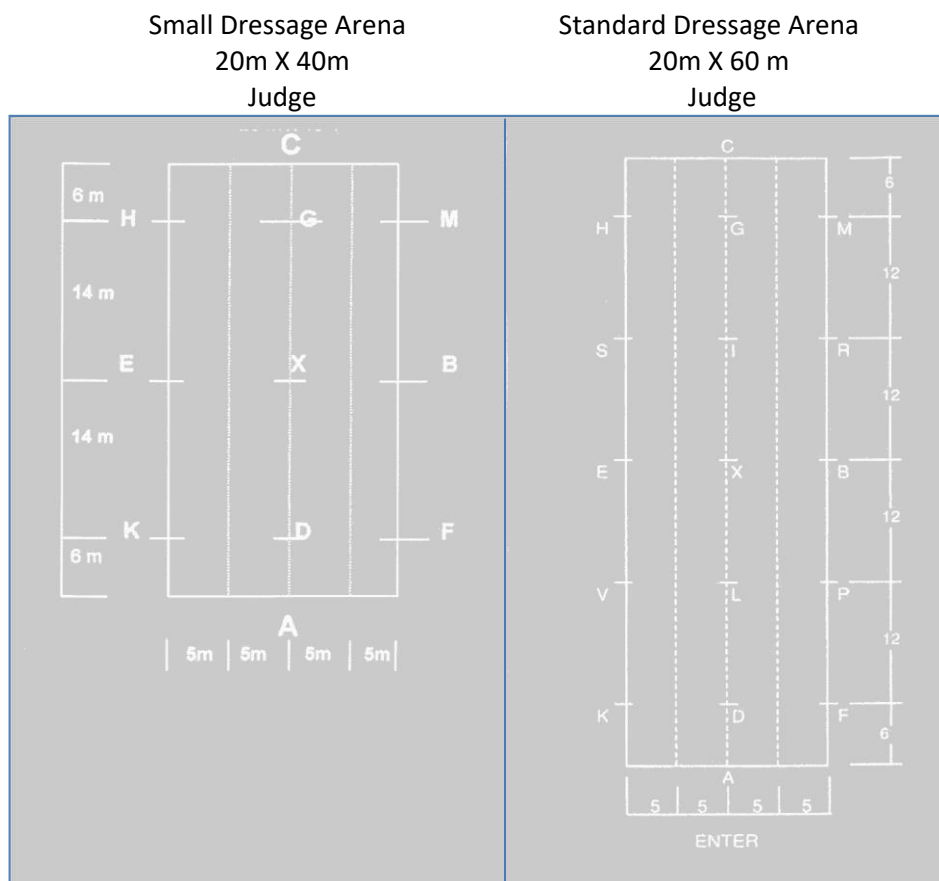
- Dressage is performed in an arena with a set of letters that designate where movements are to be executed.
- The arena must be flat and level.
- The arena size may be 20mx40m or 20mx60m for Training Level. First Level through Fourth levels must be ridden in 20mx60m arena.
- The arena should be separated from the public by a distance of 15 meters surrounding the arena (if possible). It is recommended that the competition arena be separated from the public by a minimum distance of 10 meters for outdoor rings and 5 meters for indoor rings.
- The arena itself should be surrounded by a low fence about 0.30 meters high. The part of the fence at "A" should be easy to remove to allow the competitor in and out of the arena in a suitable way. The rails of the fence should be such to prevent the horse's hooves from entering.
- The letter markers outside the ring enclosure should be placed about 0.50 meters from the fence and clearly marked. It is desirable to put a special mark on the inside of the fence itself, level with and in addition to the letter concerned. The part of the fence at A may remain open once the competitor has entered the ring. The decision to leave the part of fence at A opened or closed must be a decision for the entire class as the conditions must be the same for all competitors in a class. The letter A must be placed at least 5 meters away from the arena and a distance of up to 15 meters is permitted.
- Arena fence conditions must be the same for all competitors in a class.
- The judge and scribe must have an appropriate seat and table to ensure a good view. When possible, this seat and table should be raised.

### WESTERN STYLE DRESSAGE

- The Scotia Series uses the Western Style Dressage Association of Canada's Patterns.
- The Western Dressage horse is a pleasure to ride, works in harmony with the competitor, is calm, supple, loose, balanced, and flexible. The horse is also confident and willing to perform the correct basics with little effort.
- Introductory - the horse demonstrates correct basics, rhythm, balance, and straightness moving forward freely with some connection to the aids.



- Basic Tests – the basic level horse has increased balance and activity of the hind quarters to achieve improved connection and softness.
- Level 1 – the horse demonstrates a greater degree of suppleness, balance, straightness, and self-carriage and engagement of the hind quarters.
- Level 2 – increased engagement is demonstrated, especially in the lengthened jog and lope. The horse demonstrates transitions between collected and lengthened gaits as well as a greater degree of straightness, bending, suppleness, balance, and self-carriage.



### DRIVING DIVISIONS

**(All classes in this division are open to a single equine hitched to a cart or carriage)**

#### General:

- All persons involved in the competition should keep safety foremost in their minds. Having the horse under control at all times not only is a safeguard for an athlete and passengers, but for everyone present and involved.
- The Competition Committee should be satisfied the vehicle is safe for all classes, especially in obstacle driving. In the case of an accident, the judge or management may require a safety inspection of the vehicle and/or harness involved before allowing either to be used in succeeding classes.
- It is the responsibility of each athlete to ensure the harness and vehicle are in good repair and structurally sound.
- Athletes should strive to maintain a safe distance from other vehicles both during the competition and in the warm up and parking areas.
- All rules of the road should be observed unless uniformed officials direct otherwise.
- Bridles should be adjusted to fit snugly to prevent catching on a vehicle or other pieces of harness and under no conditions shall a bridle be removed from a horse while it is still put to a vehicle. Failure to comply will incur elimination.
- The horse must never be left unattended while put to a vehicle. Failure to comply will result in elimination.
- All competitors, and assistants, grooms, and passengers on the vehicle, must wear an approved headgear while participating in any event sanctioned by the NSEF. Please see the Helmet Policy (Competition Rule #5) regarding helmet requirements.

- Approved protective headgear is required for all competitors, assistants, grooms, and passengers on the vehicle.
- Driving classes are judged as soon as you enter the ring.
- Junior athletes must have a support person as follows:
  - JUNIOR A - competition age 10 and below. Junior A drivers may not compete in any classes held outside a securely enclosed arena and must be accompanied at all times by a knowledgeable adult horse person capable of rendering assistance in an emergency situation at all times.
  - JUNIOR B - competition age 11-18 must be accompanied at all times by a knowledgeable adult horse person capable of rendering assistance in an emergency situation. **Exception:** JUNIOR B drivers competing with a single VSE turnout in a securely enclosed arena need not be accompanied by a knowledgeable adult horse person, unless required by show management.

#### Attire:

- Athletes should be dressed conservatively according to the style of the present day. Period costumes or gaudy trappings are discouraged.
- Athlete attire should conform to the type of turnout. Athletes should wear a tailored suit, conservative dress, slacks, coat or jacket. Coats or Jackets may be excused by the judge and/or competition management.
- For Arena Trial class, clean, neat marathon dress should be worn during all 3 sections of competition. Pleasure Obstacle Driving class requires recommended show attire unless otherwise specified in the Prize List or by the judge at the show.
- The driver shall wear protective headgear, an apron or knee rug, and gloves.
- The athlete must wear an approved helmet and gloves. Please see the Helmet Policy (Competition Rule #5).

#### Gaits:

- **WALK:** A free, regular, and unconstrained walk of moderate extension is required. The horses should walk energetically, but calmly, with even and determined pace.
- **SLOW TROT:** The horse should maintain forward impulsion while showing submission to the bit. The trot is slower and more collected, but not to the degree required in the dressage collected trot. However, the horse should indicate willingness to be driven on the bit while maintaining a steady rhythm.
- **WORKING TROT:** This is the pace between the strong and the slow trot and rounder than the strong trot. The horses go forward freely and straight, engaging the hind legs with good hock action. On a taut, but light, rein, the position is balanced and unconstrained. The steps should be even. The hind feet touch the ground in the foot prints of the fore feet.
- **STRONG TROT (“Trot On”):** This is a clear, but not excessive, increase in pace and lengthening of stride while remaining well balanced and showing appropriate lateral flexion on turns. Light contact to be maintained. Excessive speed will be penalized.
- **HALT:** Horses and vehicle should be brought to a complete square stop without abruptness or veering. At the halt, horses should stand attentive, motionless, and straight with the weight evenly distributed over all four legs and be ready to move off at the slightest indication from the athlete.
- **REIN BACK:** A backward movement in which the legs are raised and set down simultaneously in diagonal pairs with the hind legs remaining well in line.
  - a. The horse must move backward at least four steps in an unhurried manner with head flexed and straight, pushing the carriage back evenly in a straight line; and
  - b. Move forward willingly to former position using the same quiet aids.

#### Style of Driving:

- Either the one or two hand method of driving is acceptable.
- The athlete should be seated comfortably on the box so as to be relaxed and effective. The elbows and arms should be close to the body with an allowing, but steady hand enabling a consistent “feel” with the horse’s mouth.
- Athletes should not be penalized or rewarded for using one style over another. In a reinsmanship or dressage class, in order to evaluate an athlete’s versatility, the judge may request an appropriate test involving driving with one hand.

**Harness:**

- The harness should be in good condition; clean, fits properly, and be appropriate for the style of vehicle.
- Bridles should fit snugly to prevent catching on the vehicle or other pieces of harness. A throatlatch and full noseband or cavesson are mandatory. Flash nosebands are strongly discouraged in pleasure driving classes. The use of a gullet strap is acceptable.
- Boots- Bell boots, and shin boots are allowed in Pleasure Driving classes and may be allowed in other classes due to local conditions at the discretion of the judge. Boots protecting the sole of the foot are allowed in any driving class.
- Check reins and martingales (except False Martingales) are prohibited. Failure to comply will incur elimination.
- Kicking straps are permissible but they should match the harness being used.
- **Breeching is compulsory.**

**Use of Whip:**

- An appropriate driving whip shall be carried in hand at all times while driving.
- Failure to carry a whip in hand incurs penalties.
- The whip salute is used to acknowledge the judge at the start and finish of an individual test.

**Outside Assistance:**

- Only the athlete may handle the reins, whip, or brake during a competition. Failure to comply will incur elimination.
- No change of athlete is permitted.
- Athletes receiving outside assistance after the judging has begun will be eliminated at the judge's discretion unless that assistance has been specifically allowed.

**The Horse(s):**

- A horse may be of any breed or type, colour, or size as long as it is capable of performing the gaits required. Please note age restrictions as outlined in Competition Rule #17.
- Braiding of the mane is optional.
- If shod, it should be suitable for pleasure driving.
- Bits: Snaffle and other types of traditional driving bits are allowed. Burr, gag, and twisted wire bits of any type are not permitted.

**PLEASURE DRIVING CLASSES****General:**

- At the discretion of the competition management, one header per athlete may be utilized to ensure the safety of the exhibitors and spectators. Headers must be properly attired and are required to wear a safety approved helmet. Headers will ride with the athlete or on the back of the carriage/cart during the work portion and position themselves at the horse's head in the lineup. Headers should stand at the front and to the left of the horse's head. Headers are to stand still and not touch or interfere with the horse unless it becomes necessary to restrain the horse for safety reasons. If restraint is required prior to the completion of judging, the entry may be penalized.

**CLASSES****Turnout Class:**

- A pleasure driving class consists of entries that are primarily judged primarily on the performance and quality of each turnout.
- To be shown both ways of the arena at a walk, slow trot, working trot, and strong trot.
- To stand quietly and to rein back.
- Entries may be chosen for a workout and are to be worked both ways of the arena at any gait requested by the judge; may be asked to execute a figure of 8 and/or perform other appropriate tests.

**To be judged:**

- 40% on performance, manners, and way of going;
- 30% on the condition, fit, and appropriateness of harness/vehicle;
- 15% on neatness and appropriateness of attire; and
- 15% on overall impression.

### Working Class:

- A pleasure driving class consists of competitors who are primarily judged on the suitability of the horse to provide a pleasant drive.
- To be shown both ways of the arena at a walk, slow trot, working trot and strong trot.
- To stand quietly, both on the rail and while lined up, and to rein back.
- All entries chosen for a workout may be worked both ways of the arena at any gait requested by the judge and may be asked to execute a figure of 8.

#### To be judged:

70% on performance, manners and way of going of horse;  
20% on the condition and fit of harness and vehicle; and  
10% on neatness of attire.

### Reinsmanship (i.e., A Driving Equitation Class):

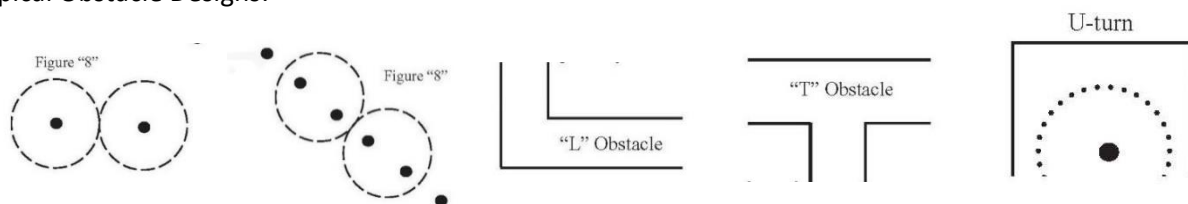
- A Pleasure driving class consists of competitors who are primarily judged on the ability and skill of the athlete.

#### To be judged:

75% on athletes handling of the reins and whip, their control, posture, and overall appearance; and  
25% on the condition of the harness, vehicle, and neatness of attire.

### Pleasure Obstacle Driving:

- This is a timed event.
- The Competition Committee should be satisfied the vehicle is safe with wire wheels for obstacle driving. To be driven over a prescribed course of obstacles.
- The number of obstacles is to be proportionate to the dimensions of the driving area.
- Not to exceed 20 obstacles.
- After passing the starting line, the competitor shall proceed through each obstacle in order to the designated finish line.
- Placings are determined on the time it takes to complete the course.
- The course may consist of individual (paired) cones or other type of markers (rails, fence panels, barrels, etc.).
- A course diagram must be posted at least 1 hour before the start of the class. The course diagram must provide the map of obstacles and may include distance and allowed time. A time limit may be set at management's discretion.
- The placement of an immediately upcoming obstacle must be easily visible from the proceeding obstacle to avoid extreme and often dangerous turning on course.
- Drivers are to be provided with an allowed time to walk the course prior to the start of a class and to inspect each obstacle. While walking the course, drivers shall not alter, adjust, or in any way move an obstacle, or any part thereof. Should a competitor have any question regarding a specific obstacle, they should call it to the attention of the judge or organizing committee member for clarification or adjustment.
- Obstacles requiring halt or backup are not permitted.
- When a disturbance or dislodgement occurs at a complicated obstacle (figure of 8, U-turn, L-turn, etc.), the intended pattern must be completed as closely as the disturbance or dislodgement will allow or the obstacle will be considered driven incorrectly and scored under the rules for each specific class.
- Start and Finish lines are recommended to be a minimum of 3 meters wide.
- Suggested obstacle clearances:
  - Classes emphasizing precision: 8-10"/20-25cm
  - Classes emphasizing speed: 12-16"/30-40cm
- Typical Obstacle Designs:



- If a tie in placings occurs, the competitor with the lowest course fault total will be placed ahead of competitors with higher course fault totals.
- Pleasure shows often include cones or obstacle classes in which the driver is judged on the speed and accuracy while going through a set of cone markers set inches wider than the wheel width and topped with balls. The cones are set in a manner similar to a jumping course, with left and right turns, combinations, and sometimes obstacles. The winner is based on lowest time; each obstacle that is knocked over results in a time fault. Gait required: TROT. Penalty of 1 second each time the entrant breaks and 5 seconds for each ball knocked off the pylon.

### ARENA TRIAL CLASSES

#### General:

- The Arena Driving Trial may be held in a suitable size indoor arena, or outdoors in an enclosed ring.
- **Pace:** Canter limitation on courses will be at the discretion of the organizer and officials and published in the Prize list. Canter should be restricted to 4-wheel vehicles with hard rubber tires and non-wire spoke wheels.
- Grooms may ride in/on the vehicle in competition. During Driven Dressage or Cones competitions, grooms giving verbal or physical directions, or sliding, lifting, or moving the vehicle in any way, will incur immediate elimination for the entry.
- **Vehicles:** The same vehicle may be used in all 3 competitions.
- **Classes:** Preliminary & Training
- **Awards:** The competition will rank athletes by class in reverse order of total penalty points accumulated in all 3 competitions to determine placings. The NSEF Year-End Awards will use athlete's placings from each class and convert their placing for the class to points for year-end awards as per the awards qualifications.
- **Eligibility for Training Division:**
  - An equine that has not completed\* more than one Combined Driving Event (CDE) or more than two Driving Trials (DT) above the Training Division, driven by an athlete with any level of competitive experience; or
  - An athlete who has not completed\* more than one approved CDE or DT above the Training Division with an equine of any level of competitive experience.
  - Limit classes are open only to equine AND athlete combinations; not yet eligible for the Preliminary division.
- **Eligibility for Preliminary Division:**
  - The athlete has completed\* at least two recognized Training Division CDE or DT's, or had other equivalent driving experience. Suitable for horses in a regular training program.
  - Limit classes: Open to athletes who are not yet eligible for Intermediate Division competitions.

#### Conditions for Participation:

- The Athlete is the only person allowed to handle the reins, use the whip, and brake throughout each competition. Each contravention of this rule, even if to prevent an accident, will result in 20 penalties. However, a groom may handle the reins and brakes without penalty in all competitions provided the vehicle remains stationary.
- Para-Driving athletes from nominated profiles may compete with the whip held/used by the groom, the brake operated by the groom, and the groom holding the finger loop, but must have this noted on the Masterlist following classification evaluation.
- No person may be tied to the carriage in any way during the competitions. An athlete may be secured by rope, webbing, or belt provided one end is held by a groom and not wrapped or fastened to the carriage in any way. Failure to comply will result in elimination.
- Para-Driving: A Para-Driver may be attached on the carriage for support with a lap belt or a 4-point belt, but there must be a quick release system.
- Substitution of a groom during the marathon competition is not permitted under any circumstances and will result in elimination of the athlete.
- In Dressage (as part of the test) and Cones, athletes will be required to salute the Jury, unless time or layout of the course prevents it.
- Passengers may not ride on the carriage during any competitions. It is strongly recommended that no passengers under the age of 14 years old are permitted on the carriage during the prize-giving ceremony.

- Each time an athlete dismounts, they will incur 20 penalties.
- Athletes will incur penalties each time one or both groom's dismount; 5 penalties on the first occasion and 10 penalties on the second occasion. On the third occasion, the athlete is eliminated.
- **Prohibited Outside Assistance**  
No person may give verbal or physical directions to an athlete; failure to comply will result in elimination.
  - Dressage and Cones:
    - *Exception:* If the bell has been rung by the judge and the athlete has failed to hear the bell, the groom may advise the athlete that the bell has been rung.
    - Athletes and grooms may not use any form of electronic communication equipment during Dressage and Cones; subject to elimination.
  - Arena Trials:
    - Obstacle observers, ground observers, time keepers, or any other officials may not give directions, advice, or information to the athlete while they are on the course in order to assist them.
    - Any Athlete who has received physical outside assistance by a third party not riding on the carriage will be eliminated by the Ground Jury.
- **Safety Checklist**  
Athletes must complete a safety checklist and submit it to the safety officer or competition management before starting a Driving event. Failure to comply may disqualify the entry. A sample checklist is available in the Appendix (Page # 64). It is the Athlete's responsibility to continually evaluate and be responsible for the safety of their turnout.

## CLASSES

### Driven Dressage:

#### Object of Driven Dressage

- The object of Dressage is the harmonious development of the physique and ability of the equine. Through progressive training, the equine becomes calm, supple, and flexible as well as confident, attentive, and keen in their work.
- These qualities are revealed by:
  - a. The freedom and regularity of the paces;
  - b. The harmony, lightness, and ease of movement;
  - c. The lightness of the forehand and the engagement of the hindquarters, originating in a lively impulsion; and
  - d. The acceptance of the bridle without and tenseness or resistance.
- The equine, confident and attentive, submits generously to the driver, remaining straight in any movement on a straight line and bending accordingly when moving on curved lines.
- The equine's walk is regular, free, and unconstrained. Their trot is free, supple, regular, sustained, and active.
- Because the equine has impulsion and is free from resistance, they will obey without hesitation and respond to the various aids calmly and with precision, displaying a natural and harmonious balance both physically and mentally.
- In all their work, even at the halt, the equine should be 'on the bit'. An equine is said to be 'on the bit' when the hocks are correctly placed, the neck is more or less raised and arched according to the stage of training and the extension or collection of the pace, and they accept the bridle with a light and soft contact and submissiveness throughout. The head should remain in a steady position, as a rule slightly in front of the vertical, with a supple poll as the highest point of the neck; no resistance should be offered to the driver.

#### Dressage Tests

ADS Dressage Tests will be used at Scotia Series competitions and are available from the event organizer or can be downloaded from the ADS Website: [www.americandrivingsociety.org](http://www.americandrivingsociety.org).

- Letters A and C will be at the mid-point of the short side of the arena. Letters B and E will be at the mid-point of the long side of the arena. Letters H, M, K, and F will be measured 10 meters from the corners of the arena.
- If the arena is of a suitable size, a regular ADS Driven Dressage Test should be used. Otherwise, the arena dressage tests shall be used.

- When sufficient room is not available for warm up outside the perimeter of the arena, the organizer may choose, with the approval of the judge, either:
  - a. The opportunity to warm up inside the arena before the class starts;
  - b. A warm up of approximately 1 minute inside the arena after the previous turnout has exited; or
  - c. Entries must be notified prior to the class.
- Scoring will be as indicated on the dressage test and converted to penalty points.
- Presentation is not scored.
- Grooms are not permitted to handle the reins, the whip, or the brake, nor speak or indicate the course to the athlete.

**Cones:**

**The Course**

- The dressage arena or an adjacent arena may be used.
- The number of cones used will be at the discretion of the organizer, based on a suitable course flow in the space available.
- One multiple-obstacle may be used.
- The starting line may not be less than 5 meters from the first cones. The finishing line may not be less than 5 meters from the last cones.
- There is no set distance between cones, but the design of the course should enable athletes to maintain an even pace throughout the majority of the course.
- The course shall be open for inspection by the athletes and trainers at an announced time prior to the start of the competition.
- When cantering on course is **NOT** allowed (as stated in the prize list), the penalty is 5 seconds per occurrence.
- Cones may be set using the following clearance for each division and reset between competitors:

	<i>Horses and Ponies</i>	<i>VSE</i>
<i>Training division</i>	<i>35 cm + track width</i>	<i>30 cm. + track width</i>
<i>Preliminary division</i>	<i>30 cm. + track width</i>	<i>25 cm. + track width</i>

- At the discretion of the organizer, Training Division may use one setting for all competitors. The setting will be based upon the largest track width vehicle entered plus 35 cm.
- At the discretion of the organizer, Preliminary Division may use one setting for all competitors. The setting will be based upon the largest track width vehicle entered plus 30 cm.
- Cone pairs are to be numbered with red and white markers placed on the cones themselves, unless marked following standard combined driving rules. The entry is considered to have passed through the obstacle when any part of the carriage passes between the cones.
- Grooms may not give verbal or physical direction nor may they lift or slide the vehicle during obstacle/cones competition.

**Scoring**

- Summary of Cones penalties shall be used. Whenever “no cantering” is imposed, a penalty of 5 seconds shall be assessed for intentional breaks per occurrence.

**Arena Trial Obstacles:**

**The Course**

- The dressage/cones arena or an adjacent enclosed ring may be used.
- Not more than 2 obstacles will be constructed at one time. The course shall be open for 10 minutes for inspection by athletes and grooms before the start of the competition.
- Entry/exit gate must be 3 meters wide.
- Before starting each obstacle, the judge will signal with a whistle or bell. Timing will start as the nose of the horse crosses the entry gate or 60 seconds after the signal, whichever occurs first. Timing will stop when the nose of the horse crosses the exit gate.
- If any part of an obstacle in advance of the one being driven is dislodged or knocked down, the president of the



Ground Jury will ring the bell and stop the clock for the obstacle to be rebuilt. The athlete will incur penalties for any knockdown elements, and 10 seconds will be added to their time. The clock will restart when the athlete is approximately 10 meters from the rebuilt obstacle. Should this occur on the way to gate A, a total restart of the obstacle with the added penalties would be appropriate with any knockdown penalties and added 10 seconds, as the start line would be considered 10 meters away.

### Obstacles Penalties

- Time in the obstacles shall be converted to penalty points at .25 points per commenced second 0.25 penalty.
- Each element dislodged: 5 penalties.
- Putting down a whip in the obstacle: 5 penalties.
- Correcting a course in an obstacle: 20 penalties.
- Failing to correct a course in an obstacle: Elimination.
- Groom off the carriage (both feet) in an obstacle: 10 penalties.
- Athlete off the carriage in an obstacle: 30 penalties.
- Overturned vehicle in an obstacle: 60 penalties (includes c, f, and g above).
- Disconnecting and leading through an obstacle: Elimination.
- Exceeding the time limit in an obstacle (3 minutes): Elimination.
- Failing to pass through entry or exit flags: Elimination.
- Intentionally cantering when not allowed: 5 seconds per occurrence.

### MARITIME BRED AWARD

#### General

- English or Western Tack – 40% Performance, 60% Conformation
- Competitors will be required to walk, trot/jog, and canter/lope both ways of the ring
- Top horses must be stripped for conformation based on the judge's discretion.



simply put, **FREE MEMBERSHIP...**

Refer NEW members for a credit towards your membership\*  
It's as simple as giving your friend your NSEF# to quote on their application.

**Refer today!**

\*Individuals - up to \$50

\*Families - up to \$75

\*Clubs - up to \$50

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# APPENDIX

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## SCOTIA SERIES DATE APPROVAL PROCESS

### **STAGE 1 – PRE-EXISTING COMPETITION APPLICATIONS**

Scotia Series Competitions held in the current calendar year must submit the **Scotia Series Date Approval Application** to the NSEF by **December 1<sup>st</sup> of the current year** to confirm next year's date to have priority over new competition dates.

#### Date Approval Process

1. Same date as the current year will receive immediate approval.
2. If applying for a different date by December 1<sup>st</sup>:
  - i. Indicate on the Date Approval Application up to three choices for the new date.
  - ii. Applications will be processed in order of receipt.
  - iii. The first-choice date will be approved if there is no existing competition on that date.
  - iv. If there is an existing competition on the first-choice date, it will be evaluated using the distance consideration, as follows:
    - Competitions that are more than 100km driving distance\* apart will be approved.
    - Competitions 100km or less driving distance apart \* will be given approval if no other same discipline- specific competition is held on that date. Some exceptions may apply.
  - v. If the first-choice date is not approved, the second-choice date and third-choice date will be considered using the same process.
  - vi. Competitions that do not receive “new date” approval for one of the three indicated choices will be advised and given an opportunity to choose another date by December 14th.
3. Upon approval, the date will be confirmed and posted on the NSEF Calendar of Events.

### **STAGE 2 - PRE-EXISTING COMPETITION APPLICATIONS RECEIVED AFTER DECEMBER 1ST & NEW COMPETITION APPLICATIONS**

Beginning December 15th, Stage 2 applications will be processed in order of receipt.

#### Date Approval Process

1. First-choice date will be approved if there is no competition on that date.
  2. If there is an existing competition on the first-choice date, it will be evaluated using the distance consideration, as follows:
    - i. Competitions that are more than 100km driving distance\* apart will be approved.
    - ii. Competitions 100km or less driving distance apart\* will be given approval if no other same discipline-specific competition is held on that date. Some exceptions may apply.
  3. If the first-choice date is not approved, the second-choice date and third-choice date will be considered using the same process.
  4. Competitions that do not receive “new date” approval will be advised. An opportunity to choose another date will be given using the process as above.
  5. Upon approval, the date will be confirmed and posted on the NSEF Calendar of Events.
- \*Distance will be determined via Google Maps using the 100Series Highways as the main route.



**Scotia Series**

**Date Approval**

**Application**

*(Please complete a separate form for each competition)*

**Competition Contact Information**

Name: \_\_\_\_\_ Role: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NSEF# \_\_\_\_\_

Contact Display:

By checking this box , I hereby give my consent to have my contact information published on NSEF website.

Name of Competition: \_\_\_\_\_

**Existing 2021 Scotia Series Sanctioned Competition (if received by December 1<sup>st</sup>, 2021)\***

For 2022, the existing competitions will be based on 2019 dates due to COVID.

We wish to remain with the current competition date of \_\_\_\_\_

We wish to request a change in our competition date from \_\_\_\_\_ to:

1<sup>st</sup> Date Choice: \_\_\_\_\_

2<sup>nd</sup> Date Choice: \_\_\_\_\_

3<sup>rd</sup> Date Choice: \_\_\_\_\_

**New 2021/2022 Scotia Series Competition: (processed beginning December 15<sup>th</sup> of the previous year, upon receipt)**

1<sup>st</sup> Date Choice: \_\_\_\_\_

2<sup>nd</sup> Date Choice: \_\_\_\_\_

3<sup>rd</sup> Date Choice: \_\_\_\_\_

Please adhere to application deadline dates and submit to the NSEF via:

Email - [nsefprograms@sportnovascotia.ca](mailto:nsefprograms@sportnovascotia.ca)

Fax - 902-425-5606 or

Mail – Nova Scotia Equestrian Federation, 5516

Spring Garden Rd., 4<sup>th</sup> Floor, Halifax, NS B3J 1G6

**HORSE SHOW/EVENT  
CERTIFICATE OF INSURANCE**

**NAMED INSURED:**

**ADDRESS OF INSURED:**

**POSTAL CODE:**

**INSURANCE COMPANY:**

CONTRACT #

**EFFECTIVE FROM**

(mm/dd/yy) **12:01am TO**

(mm/dd/yy) **12:01am**

**POLICY NUMBER:**

**GENERAL LIABILITY**

Limit of Liability per Horse Competition or Event - \_\_\_\_\_ Per Occurrence (Minimum \$2,000,000) Policy

Includes all of the following extensions:

Broad Form Property Damage

Bodily Injury including Participants - Limit per Horse Competition or event \$ \_\_\_\_\_

Cross Liability

Non-owned Automobile

Tenants Legal Liability - Limit \_\_\_\_\_.

(Not applicable if the property is owned by the legal entity receiving competition sanction)

Additional Insureds with respect to Liability arising out of the operations of the named Insured are:

OFFICIALS, STEWARDS, JUDGES, COURSE DESIGNERS, VOLUNTEERS,  
AND **Nova Scotia Equestrian Federation**.

Waiver of subrogation clause against OFFICIALS, JUDGES, and COURSE  
DESIGNERS. AND **Nova Scotia Equestrian Federation**

THIS IS TO CERTIFY THAT THE POLICY OR CERTIFICATE (INCLUDING ENDORSEMENTS) OF INSURANCE, AS DESCRIBED ABOVE, HAS BEEN ISSUED BY THE INSURER AND/OR UNDERSIGNED TO THE NAMED INSURED ABOVE AND IS IN FULL FORCE AT THIS TIME. IF CANCELLED OR CHANGED IN ANY MANNER, FOR ANY REASON, DURING THE PERIOD OF COVERAGE AS STATED HEREIN SO AS TO AFFECT THIS CERTIFICATE, FIFTEEN (15) DAYS PRIOR WRITTEN NOTICE WILL BE GIVEN BY THIS INSURANCE COMPANY TO **NOVA SCOTIA EQUESTRIAN FEDERATION – 5516 Spring Garden Rd. 4<sup>th</sup> Floor Halifax, NS B3J 1G6**

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AT \_\_\_\_\_, \_\_\_\_\_, CANADA

BY AUTHORIZED AGENT: \_\_\_\_\_

*(Signature of Broker, Agent, or authorized representative)*

NAME OF BROKER:

ADDRESS OF BROKER:

EMAIL:

**Scotia Series Remittance Form**

Competition Name: \_\_\_\_\_ Event Date: \_\_\_\_\_

Number of Horses/Ponies in the competition \_\_\_\_\_

Number of entries (horse/athlete combinations) in the competition: \_\_\_\_\_

Level of Officials (Provincial, Breed or Discipline): \_\_\_\_\_

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Have the competition results been submitted?

\*Please note when submitting results, please include all class entries, regardless of placing/elimination as all results affect eligibility for year-end awards.

If you are not using the results templates, please ensure all information outline in the administrative rules are included to ensure correct eligibility for competitor's year-end results.

Online     Results Attached     Submitted by Email ([nsefservices@sportnovascotia.ca](mailto:nsefservices@sportnovascotia.ca))

NSEF Memberships Collected at the competition:

Number of memberships \_\_\_\_\_ Forms & payment attached    Yes     No

Competition Fee Payment Details: Number of Horse/Athlete Combinations \_\_\_\_\_ X \$3.00 = \_\_\_\_\_

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Were there any incidents or accidents during the competition?    Yes     No

If yes, please describe

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General Comments/Feedback on the Scotia Series:

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Rule Change Suggestions for the Scotia Series:

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**Please return this form along with payment and results (if not sent electronically) to the NSEF office within 10 days of the completion of your competition.**

**COMPETITION THAT INCLUDES DRESSAGE CLASSES** - Please note: Use of Equestrian Canada Dressage Tests (Training through Fourth Level) are subject to a dressage royalty fee - \$1.00/test to a maximum of \$20/competition. Competition organizers must submit this fee to Equestrian Canada within 10 days of competition completion. Late fees will be subject to interest charged at 5%.

### SCOTIA SERIES HELMET WAIVER FOR ADULT ATHLETES

I am aware that approximately 60% of horse related human deaths are caused by head injuries, and that 70 to 80% of these possibilities could be prevented by proper, approved headgear and it is strongly recommended helmets be worn in all classes. I am also aware that the judge has been instructed not to penalize any athlete who decides to compete in approved protective headgear at this competition, no matter what the age or discipline of the athlete.

I am aware that I must wear ASTM/SEI, or BSI/BS EN-PAS015:2011, or AS/NZS (3838-2006 or later, or ARB HS 2012), approved protective headgear in all classes except the classes in the Western Performance Division.

I have read the above information and I hereby accept the risk associated by my choice to not wear a helmet including but not limited to injury or death. I agree to accept this risk and hold harmless, the NSEF, this competition, their officials, organizers, agents, employees and their representatives, from and against all claims including any injury or loss suffered during or in connection with the competition; anywhere on the grounds and surrounding area (i.e., practice ring, stable area).

\_\_\_\_\_  
Competitor's Name (Please Print)

\_\_\_\_\_  
Competitor's Signature if 19 years of age or older

Date: \_\_\_\_\_

YOUTH GOOD SPORT AWARD  
COMPETITION NOMINATION FORM

**The 2022 Scotia Series Competition:** \_\_\_\_\_

**[Please print name of competition]**

*Is pleased to nominate this youth, who competed at this competition in 2022,*

*For the Scotia Series **Youth Good Sport award.***

*Sportsmanship involves the exemplary conduct of the youth while competing in the competition ring and interacting with other competitors and officials (Including judges, ring stewards and competition committees), working in the stabling areas (in the care and use of horses), and associating with the general public.*

*Our Junior Nominee is:*

*[Please print legibly]*

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **TEL. #** \_\_\_\_\_  
[STREET ADDRESS OR BOX #]

\_\_\_\_\_ **POSTAL CODE:** \_\_\_\_\_  
[CITY OR TOWN]

**[must be under 19 as of January 1 ,2022].**

*Example(s) of the Nominee's actions/conduct which lead you to nominate this individual:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This nomination is submitted by: \_\_\_\_\_ Tel. # \_\_\_\_\_

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**NOTE:**

- Complete this nomination form and submit it with your competition results to the NSEF.
- Each competition will determine its own method of selecting its youth nominee.
- Competition Organizers may only submit one nomination per Scotia Series competition.
- Officials or fellow competitors may submit nominations separately from Competition Organizers
- The nominee may be any youth entered in the horse competition who is under 19 years of age as of Jan 1st.
- Nominees may not be nominated by immediate family members.
- All qualifying nominations will be entered into a drum and one selected for the award.



**SAMPLE FORM**

ACKNOWLEDGMENT of RISK and RELEASE of LIABILITY – “For **Participants 19 years old or Older**”

Please Print Clearly

Participant’s Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal: \_\_\_\_\_

Every Person must Read and Understand this form before Participating in Equine Activities

TO: \_\_\_\_\_ their directors, employees, officers,  
(Name of Person, Organization or Company providing the Equine Activities)  
volunteers, business operators, and site property owners. (All of them collectively called the HOST)

**Initial each item below After Reading and Understanding the item**

\_\_\_\_ **1. I Understand** there are Inherent **DANGERS, HAZARDS and RISKS**, (collectively called **RISKS**) associated with Equine Activities and injuries resulting from these “**RISKS**” are a common occurrence.

\_\_\_\_ **2. I Acknowledge** that the Inherent “**RISKS**” of Equine Activities mean those **DANGEROUS** conditions which are an integral part of Equine Activities, **including but not limited to:**

- The propensity of any equine to behave in ways that might result in injury, harm or death to persons on or around them and to potentially collide with, bite or kick other animals, people, or objects.
- The unpredictability of an equine’s reaction to such things as sounds, sudden movement, tremors, vibrations, unfamiliar objects, persons or other animals and hazards such as subsurface objects.
- The potential for other participant (s) to act in a negligent manner that might contribute to injury to themselves or others, such as failing to act within their ability or to maintain control over an equine.

\_\_\_\_ **3. I Freely Accept and Fully Assume All Responsibility** for the Inherent “**RISKS**” and the possibility of personal injury, death, property damage or loss resulting from my Participation in Equine Activities.

\_\_\_\_ **4. I Acknowledge** that it remains my **Sole Responsibility** to act in such a manner as to be responsible for my own safety and to Participate Within My Own Limits.

\_\_\_\_ **5. In addition to consideration given for my Participate in Equine Activity, I and my heirs, executors, administrators and assigns (collectively called my “Legal Representatives”) agree**

- **To Waive All Claims that I might have against the “HOST”;** and
- **To Release the “HOST” from Any and All Liability** for any loss, damages, injury, or expense that I or my “Legal Representatives” might suffer as a result of my Participation due to any cause whatsoever **including any NEGLIGENCE ON THE PART OF THE “HOST”;** and
- **To HOLD HARMLESS AND INDEMNIFY THE “HOST”** from any and all liability for property damage or personal injury to any third party which might result from my Participation in Equine Activities.

Before signing this form, I read it (as indicated by my initials above) and I stated that I understand it. I know that signing this form, waives certain legal rights I or my “Legal Representatives” might have against the “HOST”.

SIGNED This \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
(Print Name of HOST Witness to signing & initialing)

\_\_\_\_\_  
(Signature of Participant)

\_\_\_\_\_  
(Signature of HOST Witness

**Do Not Sign until you Understand All Items Above**

**SAMPLE FORM**

**ACKNOWLEDGMENT of RISK and RELEASE of LIABILITY – “For Participants Under the age of 19 Years”**

**Please Print Clearly**

Child Participant’s Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Child’s Address: \_\_\_\_\_ City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal: \_\_\_\_\_

Guardian’s Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Guardian’s Address: \_\_\_\_\_ City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal: \_\_\_\_\_

The Guardian must Read and Understand prior to the Child Participating in Equine Activities

TO: \_\_\_\_\_ their directors, employees, officers, (Name of Person, Organization, or Company providing the Equine Activities) volunteers, business operators, and site property owners (all of them collectively called the HOST).

**Initial each item below After Reading and Understanding the item**

\_\_\_\_ **1. I am the Parent and/or Legal Guardian of the infant Participant** named above and am executing this form on behalf of the infant Participant in my capacity as parent and/or guardian and with **the intent that this form be binding on myself and infant Participant for all legal purposes.**

\_\_\_\_ **2. I Understand** there are Inherent **DANGERS, HAZARDS** and **RISKS**, (collectively called **RISKS**) associated with Equine Activities and injuries resulting from these **“RISKS”** are a common occurrence.

\_\_\_\_ **3. I Acknowledge** that the Inherent **“RISKS”** of Equine Activities mean those **DANGEROUS** conditions which are an integral part of Equine Activities, **including but not limited to:**

- The propensity of any equine to behave in ways that might result in injury, harm or death to persons on or around them and to potentially collide with, bite or kick other animals, people, or objects.
- The unpredictability of an equine’s reaction to such things as sounds, sudden movement, tremors, vibrations, unfamiliar objects, persons or other animals and hazards such as subsurface objects.
- The potential for other participant (s) to act in a negligent manner that might contribute to injury to themselves or others, such as failing to act within their ability or to maintain control over an equine.

\_\_\_\_ **4. I Freely Accept and Fully Assume All Responsibility** for the Inherent **“RISKS”** and the possibility of personal injury, death, property damage or loss which might result from the infant being a Participant.

\_\_\_\_ **5. I Acknowledge** that it remains my **Sole Responsibility** for the safety of the infant Participant and for the infant to Participate within their own limits.

\_\_\_\_ **6. In addition to consideration given for the infant to Participate in Equine Activity, I and my heirs, executors, administrators, and assigns (collectively called my “Legal Representatives”) agree:**

- **To Waive All Claims that I or the infant Participant might have against the “HOST”;** and
- **To Release the “HOST” from Any and All Liability** for any loss, damages, injury, or expense that I, the infant Participant or our “Legal Representatives” might suffer as a result of the infant’s Participation due to any cause **including any NEGLIGENCE ON THE PART OF THE “HOST”;** and
- **To HOLD HARMLESS AND INDEMNIFY THE “HOST”** from any and all liability for property damage or personal injury to the infant Participant or to any third party which might result from the infant’s Participation.

Before signing this form, I read it (as indicated by my initials above) and I stated that I understand it. I further state I am aware that signing this form, waives certain legal rights I and/or the infant Participant and/or our “Legal Representatives” might have against the “HOST”.

SIGNED This \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

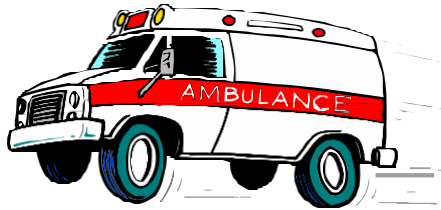
\_\_\_\_\_  
(Print Name of HOST Witness to signing & initialing)

\_\_\_\_\_  
(Signature of Participant)

\_\_\_\_\_  
(Signature Host Witness)

\_\_\_\_\_  
(Signature of Parent/Guardian)

**Do Not Sign until you Understand All Items Above**



# Emergency Procedure

1. In case of injury to any person or horse - report to the office/announcer who will then call for assigned first responder.

**DO NOT MOVE AN INJURED PERSON.** *Protect the person from further injury, especially if a horse is loose. (Form a human wall around person immediately until alternative arrangements are done if required). Have someone stay with the injured person. Clear and secure the area of anyone not directly involved with situation. People with horses should move their horses to a secure location. Spectators should move to a secure area. All people should use their discretion re a loose horse, securing their own safety first.*

2. **DO NOT CALL 911 UNTIL ASKED BY THE FIRST RESPONDER AT THE SCENE. AFTER THE CALL REPORT BACK TO THE FIRST RESPONDER AND ADVISE OFFICE/ANNOUNCER THAT THE CALL HAS BEEN MADE.**

**REMAIN CALM**

**GIVE THE 911 OPERATOR THE FOLLOWING INFORMATION:**

-State your name

-Give the stable address (including specific directions i.e., 1.5km from exit):

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-State the reason you require an ambulance

-State that someone will meet the ambulance at the front entrance

-State to have the ambulance turn off the siren upon entering the site

-Give the 911 operator a call back number.

3. Have someone wait at the entrance to meet the ambulance.
4. Have a pathway cleared for ambulance to gain access to the injured person.
5. In case of fire, call 9-1-1 or: \_\_\_\_\_

## EMERGENCY ACTION PLAN

"It is recommended that all NSEF sanctioned equine related activities have on site emergency medical services with a minimum of Advanced Life Support (ALS) training, and an NSEF approved emergency response plan in place prior to the activity taking place".

### MAKING THE PLAN WORK

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The idea of an Emergency Response Plan is to put chaos into order. However, the ultimate success of the plan depends upon the ability of individuals to quickly adapt to the disorganization and bewilderment inherent in any emergency. Hence the plan must be flexible enough to allow individuals to find creative solutions to unpredictable situations.

It is imperative that key players in the Emergency Response Plan spend time discussing its content. In the final analysis, it is the degree of mutual trust and cooperation among venue personnel that will determine the effectiveness of the actions taken in response to an emergency.

### IDENTIFYING ROLES & RESPONSIBILITIES

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Important to the Emergency Action Plan is the delegation of responsibilities. In emergency situations cooperative team work based on pre-assigned duties is essential.

1. The **Charge Person** - Ideally, this should be a doctor or nurse, or at the least someone with ALS Training or sport injury care training.

Responsibilities of the **Charge Person** include:

- Select the necessary medical equipment, supplies and medications. Oversee that these items are procured.
  - Responsible for the inventory of the supplies and equipment, both at the commencement and conclusion of the competition.
  - Organize the emergency protocol and procedures.
  - Assessing and dealing with the on-site injury.
  - Determining the need for further medical care.
  - Dispatching a CALL PERSON to summon an ambulance and/or doctor.
  - Assuming responsibility for the well-being of the injured person until medical help arrives
2. The **Call Person** - Pre-assign someone at prior to activity to take responsibility for calling medical help if requested by the Charge Person.

Responsibilities of the **Call Person** include:

- Knowing the location and access to public telephone at the venue
- Preparing pre-determined list of local telephone numbers in order to call emergency personnel
- Prepare a pre-arranged list of written instructions for access routes to all activity venues (to be read over the telephone when placing the emergency call – see attached sheet).

The **Control Person** - An individual may be needed to ensure that no one gets in the way of the Charge Person or Emergency Personnel when performing their duties. Assign someone from the team organization to act in the roll during emergency situations.

**CALL PERSON'S ACTIONLIST**  
**EMERGENCY – DIAL 911**

**1. FACILITY'S LOCATION & PHONE (PLEASE LIST):**

EXACT LOCATION \_\_\_\_\_

YOUR CELL PHONE # \_\_\_\_\_

PHONE # ON SITE \_\_\_\_\_

**2. TYPE OF EMERGENCY:** \_\_\_\_\_

**3. KEY PEOPLE ON SITE (or off site as indicated Tel & Title) i.e., Doctor, Nurse:**

\_\_\_\_\_  
\_\_\_\_\_

**4. AMBULANCE PHONE NUMBER:** \_\_\_\_\_

**5. ADDRESS OF FACILITY AND LOCATION OF ACCESS DOORS & GATES:**

\_\_\_\_\_  
\_\_\_\_\_

**6. OTHER LOCAL EMERGENCY NUMBERS:**

FIRE: \_\_\_\_\_

POLICE: \_\_\_\_\_

MEDICAL CARE: \_\_\_\_\_

HOSPITAL EMERGENCY DEPARTMENT: \_\_\_\_\_

**7. EQUINE CARE:**

VETERINARIAN NAME ON SITE: \_\_\_\_\_

PAGER #: \_\_\_\_\_

VETERINARIAN NAME OFF SITE: \_\_\_\_\_

PAGER #: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_

HORSE AMBULANCE: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PAGER #: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

**SAMPLE**

**ACCIDENT REPORT FORM (PLEASE TYPE OR PRINT CLEARLY)**

CLUB NAME: \_\_\_\_\_

PRESIDENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TEL(H) \_\_\_\_\_ TEL(B) \_\_\_\_\_

**EVENT CHAIRPERSON:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TEL (H) \_\_\_\_\_ TEL(B) \_\_\_\_\_

**IS LEGAL ACTION: POSSIBLE? \_\_\_\_\_ UNLIKELY? \_\_\_\_\_ CERTAIN? \_\_\_\_\_**

1. Date \_\_\_\_\_ Time of occurrence \_\_\_\_\_ am/pm

2. Event/Occasion \_\_\_\_\_

3. Location (exact description & address) \_\_\_\_\_

4. Incident Occurred: indoors \_\_\_\_\_ outdoors \_\_\_\_\_

5. Weather Conditions (outdoors): \_\_\_\_\_

6. Indoor Events:

Lighting Conditions: \_\_\_\_\_

Temperature: \_\_\_\_\_

Other Notable Conditions: \_\_\_\_\_

7. Number of persons present at event: Club Members \_\_\_\_\_ Others \_\_\_\_\_

8. Number of persons witness to incident: \_\_\_\_\_

9. Number of persons involved in incident: \_\_\_\_\_ Minors \_\_\_\_\_

10. Description of incident in detail (attach additional sheets if necessary):

Explain exactly WHAT happened, precise location of WHERE it occurred, WHO was involved, WHEN it occurred, any precipitating circumstances which might have led to the occurrence, and all actions which resulted from the incident in attempting to deal with the incident (i.e., what was done to help or correct the situation).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Was the use of alcohol or drugs noticed in any way? \_\_\_\_\_

If yes, describe HOW/BY WHOM: \_\_\_\_\_

12. If any injury resulted, state the nature of medical aid/treatment provided (if any) and by whom: \_\_\_\_\_

13. List the names of persons directly involved with this incident; attach all names with details listed below to this report-type or print neatly:

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel(H): \_\_\_\_\_ Tel(C): \_\_\_\_\_

14. List the names of any witnesses to the incident and attach to this report with full details as requested in #13 above. Have witnesses sign the report on last page (if possible).

15. If a person(s) was(were) injured, please state names (print legibly):

\_\_\_\_\_

16. If an ambulance was called, state the name of company and ambulance attendant:

\_\_\_\_\_

17. If person(s) transported to hospital, name hospital injured person(s) attending: If not transported by ambulance, by whom/how were they transported?

\_\_\_\_\_

18. If person(s) were injured, give a brief description of the injury: s

\_\_\_\_\_

19. Give a description of any equipment or materials which may have caused or been involved in an accident and note any deficiencies in equipment:

\_\_\_\_\_

20. If possible, provide photographs of the area where the accident occurred.

21. Itemize any additional particulars not already covered which may be of interest or pertinent to the incident:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

22. Witnesses: [refer to #14 previously, please print legibly].

*I HEREBY VERIFY THAT I WAS PRESENT AND A WITNESS TO THE INCIDENT AS REPORTED HAVING OCCURRED AT THIS EVENT.*

NAME OF EVENT: \_\_\_\_\_

NAME	ADDRESS	P CODE	TELEPHONE
<i>signature:</i>			
<i>signature</i>			
<i>signature</i>			
<i>signature</i>			
<i>signature</i>			

**THIS REPORT IS COMPLETED AND SUBMITTED BY:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TEL(H) \_\_\_\_\_ TEL(C): \_\_\_\_\_

POSITION WITH CLUB/EVENT: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**IT IS RECOMMENDED THAT YOU SEND COPY OF THIS REPORT TO NSEF OFFICE.  
 RETAIN A COPY OF THIS REPORT IN YOUR FILES FOR A PERIOD OF TWO YEARS FOLLOWING THE INCIDENT**

**SAMPLE**

**HORSE COMPETITION JUDGE'S CONTRACT**

DATE: \_\_\_\_\_, 20\_\_\_\_.

DEAR: \_\_\_\_\_

ON BEHALF OF THE \_\_\_\_\_ COMPETITION, WE INVITE YOU TO SERVE AS OUR JUDGE IN THE FOLLOWING DIVISIONS AND DATES:

\_\_\_\_\_

THE CLASSES, UNLESS OTHERWISE NOTED, WILL BE RUN UNDER SCOTIA SERIES RULES. PLEASE SEE THE SCOTIA SERIES HANDBOOKS ON THE NSEF WEBSITE ([WWW.HORSENOVASCOTIA.CA](http://WWW.HORSENOVASCOTIA.CA)) FOR INFORMATION ON THE RULES AND THE CLASS DESCRIPTIONS. AS PER THIS CONTRACT, WE ARE HIRING YOU TO JUDGE THE COMPETITION UNDER THESE RULES.

WE AGREE TO COMPENSATE YOU AT THE RATE OF: \$ \_\_\_\_\_ PER DAY FOR YOUR SERVICES. YOUR ACCOMMODATIONS AND MEALS WILL BE PROVIDED AS FOLLOWS:

ACCOMMODATIONS: \_\_\_\_\_ MEALS: \_\_\_\_\_

OTHER EXPENSES OR NEEDS: \_\_\_\_\_

TRAVEL: TO BE PROVIDED VIA AIRLINE AT ECONOMY/SEAT SALE RATES, OR IF DRIVING, REIMBURSEMENT FOR MILEAGE AT THE RATE OF \$ \_\_\_\_\_/KM.

YOU ARE RESPONSIBLE FOR CLAIMING YOUR INCOME ON YOUR INCOME TAXES.

SIGNATURES AFFIXED TO THIS DOCUMENT INDICATE AGREEMENT TO THESE TERMS BY BOTH PARTIES.

WE HOPE YOU WILL BE ABLE TO ACCEPT THE INVITATION TO JUDGE AND LOOK FORWARD TO RECEIVING THE LETTER OF CONFIRMATION OF ACCEPTANCE AT AN EARLY DATE.

\_\_\_\_\_  
Signature Competition Committee: (position)

\_\_\_\_\_  
Signature of Judge

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. #: \_\_\_\_\_

Tel. #: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_



### Drive Safety Checklist

*Athletes must complete a checklist similar to the following, and submit to a safety officer before starting a Driving Event. Failure to comply may disqualify the entry. It is the athlete's responsibility to continually evaluate and be responsible for the safety of their turnout.*

Inspection	Yes	No	N/A
<b>VEHICLE:</b> Wheels – checked in good condition			
Axles & 5 <sup>th</sup> wheel – inspected and properly lubricated			
King & singletree bolts – secure & condition in good condition			
Shafts / pole / singletrees –checked for soundness			
Shaft couples / pole housing – checked secure			
<b>HORSE:</b> Has entry received regular training in driving			
Does your entry stand quietly until directed to move off			
Have teeth been checked to assure comfort & acceptance of bit			
Are shoes secure and suitable to maintain footing			
Will entry be content to remain a safe distance from others			
Is your entry controllable in traffic and around others			
<b>HARNESS &amp; BITTING:</b> Checked for excessive wear			
Checked for correct fit			
<b>ATHLETE:</b> Size/weight of vehicle & passenger load appropriate to prevailing conditions/competition			
Can you manage your turnout in the presence of unfamiliar horses			
Have you inspected your turnout thoroughly before driving off			
Are you confident in your driving skills to participate in this event			
Are you aware the bridle must NEVER be removed while put to or putting to a vehicle			
Protective headgear – approved – proper fit and securely fastened			
Protective vests – properly fitted and fastened - required for juniors			
Medical Armband – properly completed and displayed			
Means of calling for or signalling for emergency assistance			
<b>SPARES KIT:</b> Rein splice or spare rein			
Trace splice or spare trace			
Leather punch			
Halter and lead shank for each horse			
Spare hames strap if using full collars			
Pairs only: Spare whipple tree (if used)			
Teams only: Spare lead bar or main bar			

Responsibility accepted and completed/signed by Athlete: \_\_\_\_\_

Signature of Groom(s):: \_\_\_\_\_

Signature of Navigator: \_\_\_\_\_

Received by Safety Officer: \_\_\_\_\_ Date/time \_\_\_\_\_

**Sample Prize List**

**Competition Name  
Competition Location  
Competition Date**

**Officials Name(s)**

**Competition Committee**

**Competition Contact Name, Phone, Email  
Please mail completed entries to: Address  
Any details of what must be included in entries.**

- **Details on Entries;**
- **Helmet Policy if stricter than Scotia Series (i.e., Helmet required for all competitors at all times while mounted/driving on the competition grounds);**
- **Entry Requirements (i.e., NSEF Membership);**
- **Competition Office information (i.e., dates/times open, where located if large facility);**
- **Fee information (NSF Cheque Fees, Admin Fee, etc.)/Refunds (date, if anything is required);**
- **Deadlines (for entries for late fees, for post entries, for refunds);**
- **Restrictions (class size limited, classes will be combined or cancelled if less than “x” entries, etc.);**
- **Stall info (policies for stalls if any, bedding – bring own, pay, etc.);**
- **Officials Names; and**
- **General information (i.e., ribbons to “x” place, warm up information).**

**This section outlines all basic information and act as a contract for the competitor outlining the requirements or any deadlines so that there are no problems for the competition secretary/committee. Your competition may not have all of these items in their prize list as they may not apply.**

**Class List with descriptions (if all classes are the same price or all from the Scotia Series rule book, you can put a single note or information in the details above).**

**Western Pleasure Youth: Class Number if Applicable, Class Fee, prizes money or prizes if applicable, specific entry restrictions if any, and Description and Rules as per the Scotia Series.**

**Class**

**Class**

**Class**

**Local Class: The ABC Club Memorial Class – This class will be a modified class which will follow the Scotia Series Specs with the following modifications (i.e., height, attire – i.e., Neon Yellow attire and tack is acceptable, etc.).**

**This is not a Scotia Series Class.**

**Local Class: The ABC County Jack Benny Pleasure Driving Class – This class is restricted to entries over the age of 60.**

**This class is not a Scotia Series class and will be run under the “following” specs (or based on “x” set of rules).**

**Etc.**

**Tentative Class Schedule (or a note that the Class schedule will start at “x” time and follow the order of the Class List).**

**Entry Form**



## INSURANCE COVERAGE



THROUGH YOUR NSEF AND OUR INSURANCE PARTNER CAPRI CMW

The insurance coverage included and / or available as an option with your Nova Scotia Equestrian Federation (NSEF) Membership is provided to you by Capri CMW.

### **INSURANCE COVERAGES PROVIDED WITH THE NSEF MEMBERSHIP\***

- **\$5,000,000 Personal Liability Insurance (\$1000 Property Damage Deductible)** - Protects you, the member, if you are sued by a third party because a horse that you own or lease, ride or handle non-commercially, causes property damage or bodily injury to a third party.
- **Transportation of Non-Owned Horses** - This liability coverage addresses the exposure that could arise in the event of death of a non-owned horse that you are transporting (trailer). This coverage applies in a non-commercial situation only, and is subject to a limit of \$10,000 per horse and \$50,000 per accident. Please note – this is not commercial horse transport insurance and is not life insurance for the horse being transported – this is liability insurance to protect you if you are sued by a third party.
- **\*\*Liability coverage is for non-commercial equine related activities.** Some limitations and exclusions apply. Coverage is in force 24 hours a day, seven days a week, and covers the member (Canadian resident) anywhere in the world. (Exclusions apply for members who are non-Canadian residents).
- **\$30,000 Accidental Death & Dismemberment coverage-** Covering you, the member, should you suffer a catastrophic injury, dismemberment or death arising from equine related activities. (Under the age of 90 and only available to Canadian Residents)

### **NSEF Optional Insurance Program innovative products\***

- **\$50,000** - Enhanced Accident, Death and Dismemberment for injuries sustained by you, the member related to horses, including coverage when you are en-route to and from an equine activity in a vehicle. This policy will pay regardless of any other insurance that may be in force at the time of the incident. *Enhanced AD&D is restricted to members who have not reached the age of 75 years.*
- **\$10,000** – Horse Mortality (Named Perils). Horse(s) you own are covered for death arising from Fire, lightning, transportation, earthquake or floor, attack by dogs or wild animals. Limit of \$10,000 any one loss and any one term. Includes compensation for government ordered destruction of horse.
- **\$2,500** – Emergency Life Saving Surgery - This policy covers Emergency Life Saving Surgery *necessitated* by accident or sickness, including colic surgery and fracture surgery, to a maximum limit of \$2,500.00 for expenses incurred (\$250 deductible). PLEASE NOTE: This is NOT a life insurance policy; NO DEATH BENEFIT is payable under this policy. This policy is restricted to one claim per year and must be purchased by the member who is the owner of horse(s). Members Named Perils 2022 must be purchased in order to purchase this product.
- **\$10,000** – Tack and Equipment - Insurers tack and equipment from loss or damage anywhere in Continental US/Canada. Tack and horse equipment you own, excluding athlete clothing and protective equipment is insured against loss or damage from “all risks”. Limit of coverage is \$10,000 for any one loss, total limit per term. Losses subject to deductible of \$500.00
- **\$10,000,000** – Travel/Medical Coverage – This insurance provides up to \$10,000,000 out of province and country coverage for Medical treatments and/or Hospitalization. A quote for your coverage policy may be obtained and purchased online. The policy does not have an age restriction and can accommodate trips of any duration and frequency. You can now purchase a single trip policy or an annual policy to cover multiple trips at your discretion.

### **ASKED QUESTIONS AND ANSWERS:**

#### **Q. How does this personal liability insurance apply to my situation?**

A. The liability insurance provided by the NSEF is designed to protect you against third party liability lawsuits related to an action of the horse you own/lease/borrow. The coverage includes claims at home, at horse competitions, at the boarding facility ~ in fact anywhere in the world!

#### **Q I own a horse that I let a friend ride. I don't ask for money and am not paid for this, it is simply a favour. Does this create any problems with the coverage?**

A Provided your friend is a member of an equine association (i.e. NSEF) or is an equine professional, your coverage is valid. If you allow people who are not members or not an equine professional to ride your horse then coverage is void.

#### **Q. I am a Certified Coach/Instructor ~ what are you offering me?**

A. The program available to Coaches/Instructors is Commercial General Liability insurance. The program is specifically designed to recognize independent coaches who own or operate their own facility and/or travel from facility to facility teaching clients. This insurance travels with you wherever you go (worldwide) and provides protection for bodily injury and/or property damage claims brought against you for your activities as a coach.

#### **Q. What other products are available through the NSEF Insurance Provider?**

A. (1) Commercial Liability Insurance for horse competitions, coaches, boarding facilities, clubs, etc. ~ rates assessed on an individual basis. (2) Horse Mortality Insurance that can be extended to include medical and surgical expense, tack insurance, trailer insurance and death claim expense reimbursement. (3) Accident Insurance for Equestrians ~ protecting you and your family against the devastating effects of an unexpected accident. (4) Out-of-Province medical coverage to provide you with either single-trip or year-round worry-free travel


Further questions regarding your NSEF member insurance program can be directed to our official insurance provider, **Capri CMW, Equine Department** toll free: 1-888-394-3330 <https://capricmw.ca/>

**\*The Descriptions of coverage have been prepared for information purposes only.** The insuring agreements, general terms, conditions and exclusions of the actual policy will govern specific application of the various coverages referred to herein. In all cases the actual policy documents will supersede these descriptions. Please be advised a nominal administrative fee is collected by the NSEF for all optional insurance purchased. **The NSEF is not licensed to sell or provide counsel on the insurance coverage. Please contact Capri CMW directly for any questions regarding coverage, limitations or exclusions at 1-888-394-3330 (Equine Department). Please view the Summary of Insurance at the following link on our website: <http://www.horsenovascotia.ca/Memberships-Insurance>**



# CapriCMW

CUSTOM INSURANCE SOLUTIONS



Contact us today for competitive rates on:

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- *Commercial Liability*
- *Equine First Aid Instructors*
- *Coach Liability*
- *Club Liability*
- *Directors & Officers Liability*



Capri CMW is proud to be the official insurance provider to the Nova Scotia Equestrian Federation and all of its members.