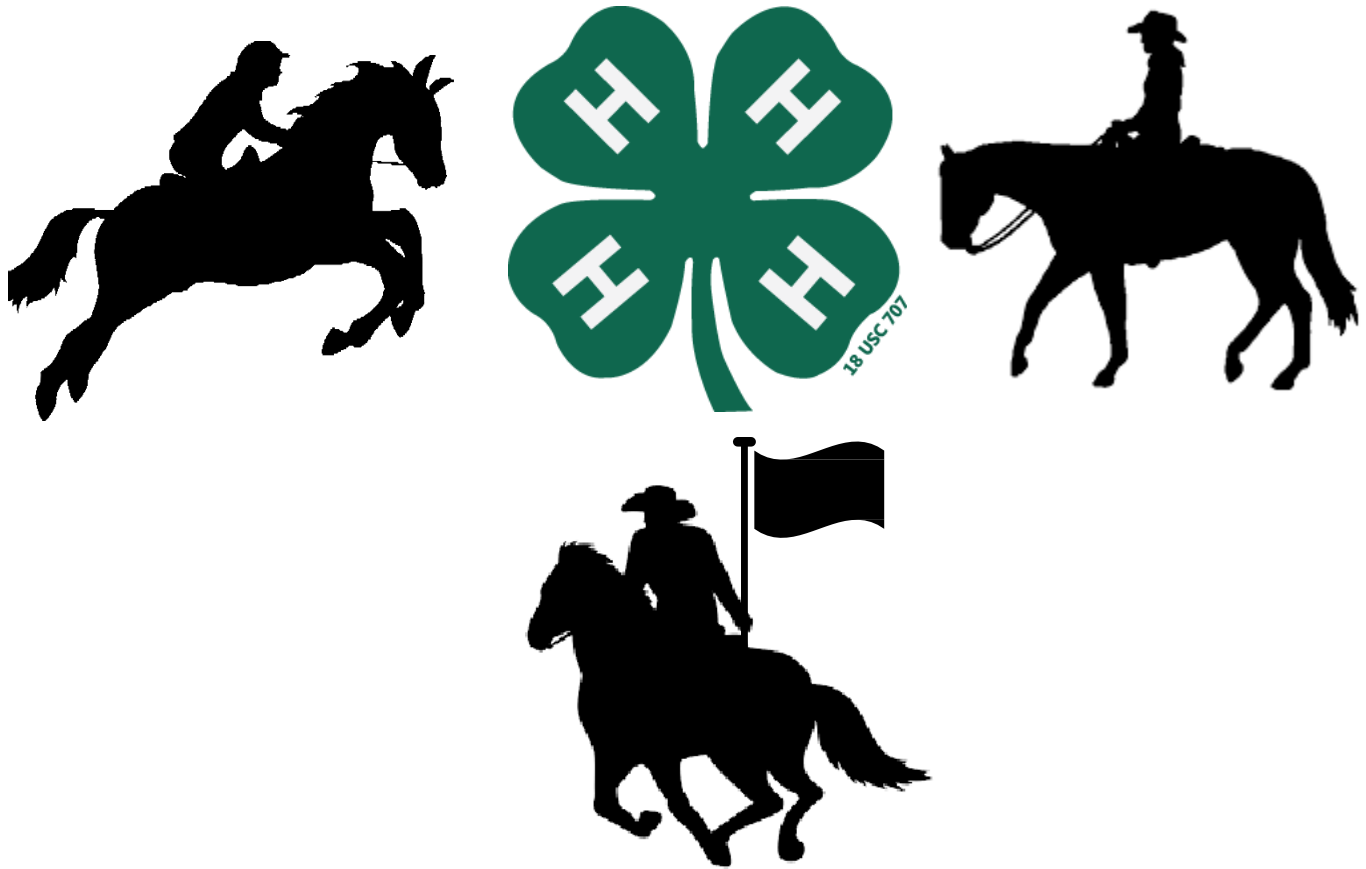


LaPorte County 4-H



Horse & Pony Handbook

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Extension
INDIANA 4-H

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Welcome

The LaPorte 4-H Horse and Pony Project provides youth a fun, hands-on learning experience to develop life skills, as well as teaches youth valuable information about properly caring for their animal. Subjects such as general management, training, nutrition, housing, and health care are presented in curricular materials through workshops and activities such as horse bowl, Hippology and judging, and in preparation of an exhibit. Youth also have the opportunity to develop responsibility, decision-making, nurturing, leadership and communication skills through active participation in the 4-H Horse and Pony Project.

This handbook will serve as a resource for Horse and Pony project guidelines, requirements, forms, and information. The Horse and Pony Committee oversees the needs of the EZ-Riders 4-H Club and overall county horse and pony project needs, in accordance to the LaPorte County 4-H Council, Indiana 4-H and Purdue University Cooperative Extension.

1. 4-H Membership

- a. **Enrollment** - All Horse and Pony members are required to enroll through Purdue University. Enrollment opens October 1 and should be completed online no later than January 15th.
 - i. Link to Enrollment - <https://in.4honline.com>
 - ii. Link to Purdue Horse and Pony forms - <http://bit.ly/IN4HHorsePony>
- b. **Horse Enrollment**- All horses and ponies, including pictures and all back up animals, must be enrolled online through Purdue by May 1st. It is the 4-Her's responsibility to insure proper enrollment.
 - i. Link - <https://in.4honline.com>
 - ii. Link to Purdue Horse and Pony forms - <http://bit.ly/IN4HHorsePony>
- c. **Demonstrations** - All members are required to complete a demonstration before the LaPorte County Fair.
 - i. Demonstrations are designed to educate not only the member, but also the audience.
 - ii. Demonstrations must be given during the monthly meetings, clinic, or horse camp. See attachment for requirements.
- d. **Ownership and lease of animals**
 - i. **Ownership:** Members may exhibit animals as owned if actually owned by member or immediate family members. In this situation, immediate family member refers to actual parent/guardian and/or sibling that resides with member.
 - ii. **Leased animals:** Members whom do not own actual animal that they are competing with may lease said animal. The standard lease form must be on file with the Extension Office and a copy available for verification upon request.
 1. Any leased animal will be subject to all rules set forth by Purdue University and any set forth by the local club.

2. Link to Purdue Horse and Pony forms - <http://bit.ly/IN4HHorsePony>
- e. **Dues-** All members will be required to pay local and state dues. Members must pay both state and local dues before they are allowed to participate in any 4-h horse and pony activity involving their animal.
- i. State Program Fee will be paid online or through the Extension Office. State Program Fee for Horse and Pony is \$15 per member.
 - ii. Local Dues can be paid at any Horse and Pony meeting. Local dues are \$30 per member.
- f. **Safety/Attire-** Safety is of the utmost importance and a 4-H member can be removed from any activity if he/she does not follow basic safety practices.
- i. All 4-H members are required to wear approved riding helmet when mounted on animal during any 4-H function
 - ii. Any event, class, or clinic that has more than 18 riders in the arena at one time may be “split” to maintain a safe environment.
 - iii. Boots must be worn while handling/riding an animal.
 - iv. Any animal exhibiting a tendency to strike will be required to wear a red ribbon on or around the tail.
 - v. Members will be required to show with approved long sleeve western/english attire when showing under a judge, unless otherwise stated at time of showing.
- g. **Clinics-** The LaPorte County Horse & Pony club, along with the “committee.” officially support free clinics held locally in the county by approved clinician leaders that have completed the proper 4-H volunteer certification forms. ***Any activity outside the officially supported clinics will not be accepted as participation towards your 4-H packet for Fair.***
- i. Horse Camp can be used as a substitute for two clinics for any members that participate as riders and/or Junior Leader
 - ii. More advanced riders are strongly encouraged to team up with inexperienced riders to promote and encourage horsemanship and safety.
 - iii. Active members of Drill Team and Team Tournament can earn a maximum of 2 clinics per year.
 - iv. Clinic Requirements:

Jr members (grades 3,4,5)	4 clinics
Intermediate members (grades 6,7,8)	3 clinics
Senior members (grades 9,10,11,12)	2 clinics
- h. **4-H Horse and Pony Meetings.**
- i. All members are encouraged to attend all meetings, but are required to attend a minimum of 5 meetings.
 - ii. Meetings are held 3rd Tuesday of the month starting at 7:00 pm. September, November, January, February, March, April, meetings are generally held in the Community Building at the LaPorte County Fairgrounds. May, October, and June meetings are generally held at the Horse and Pony area of the fairgrounds.

- iii. There are no current plans for multiple meetings in June. Please plan accordingly!!!
- iv. Members must stay for the entire meeting in order to earn credit.
- i. **Community Service Project-**
 - 1. All members are required to complete an annual community service project that enhances our community.
 - 2. This can be done in a group, with the club, or individually.
- j. **Work Days-** Work days are required to help clean and maintain the Horse and Pony facility. Members are required to attend 2 work days annually.
 - i. Scheduled work days are 5-7 pm prior to the normal May and June meeting.
 - ii. All other work days will be scheduled as necessary.
- k. **Membership Checklist form-**
 - i. Members will be required to complete and turn in the required checklist form by June 18 in order to be eligible to bring an animal to fair.
 - ii. Members are responsible for acquiring proper signatures immediately following any officially sponsored activity.

2. Animals:

- a. **Multiple Horses:** Any member wishing to bring more than one horse to Fair can do so as long as one of the following criteria are met (subject to Committee discretion)
 - 1. At least 6th grade
 - 2. More than 3 years in any 4-H horse and pony club.
- b. **Size:**
 - i. Any animal measured at or above 56" will be considered a horse and any animal measured under 56" will be considered a pony. Animals may be measured onsite at day of show if deemed necessary.
- c. **Vaccinations:**
 - i. Certain vaccinations are required for animals to attend the LaPorte County Fair to maintain a safe and healthy environment for all animals. **Vaccinations must be administered by May 1** to enable that animal eligible for fair.

1. Eastern/Western	5. Tetanus
2. Rabies	6. Influenza
3. Strangles	
4. Rhino/EHV	
- d. **Record Keeping:**
 - i. It is the members' responsibility to keep current and accurate records. All animals that attend Fair will be required to have vaccination sheets (or a photocopy) submitted with the member's Fair packet. It is strongly advised to keep copies of any and all important paperwork in case any issues arise.

3. Fair

- a. **Fair Rules:** The Committee will ensure the Fair show follows both the Purdue IN 4-H state guidelines as well as commonly used local rules. The committee will retain ownership of locally acceptable rules and make judgement calls as necessary to ensure safety and fairness for all 4-H members.
- b. **Requirements:** The following are necessary to be completed and turned in for eligibility to show at the fair by June 18th.
 - i. Fair packet check sheet with all necessary obligations fulfilled and signatures obtained
 - ii. Purdue Horse and Pony Record Sheet with all necessary information completed.
 - iii. Vaccination Form
 - iv. Stall assignment form
 - v. Lease/ownership information if necessary
 - vi. Fair Class enrollment form
- c. **Check-in:** All animals are to be at fairgrounds for check-in and are expected to stay until release time. Exceptions may be made on a case by case basis and will have to be approved by the entire committee prior to Fair check-in.
 - i. Horses will check in on Sunday from 9:00 am to 11:00 am. All animals will go through a vet check in order to determine whether or not the animal is reasonably healthy enough to survive the entire week of fair. All animals will stay at fairgrounds until release time on Saturday.
 - ii. Any animal that has health issues or becomes a threat may be released by a committee member at any time.
 - iii. All 4-H Horse and Pony animals participating in 4-H activities, must be sound, humanely treated and healthy and exhibit a Body Condition Score of 3.0 while the preferred BCS is between 4.0 and 7.0.
- d. **Stall Decorations and Meet my horse:**
 - i. Stall decorations and meet my horse contest will be graded on Tuesday evening at approximately 6:00 p.m.
- e. **Schooling or training:** Only active 4-H Horse and Pony members are allowed to ride and/or school any 4-H animal during Fair.
 - i. Parents will be allowed to lunge animals for exercising purposes only.
 - ii. Only 4-H Horse and Pony members are allowed to ride animals at the Fair and NO riding double
- f. **Pony Measurement:**
 - i. Any animal that is reasonably close to the 56" height will need to be measured when it is checked in at fair. The measurement taken during check in will be the official number used to determine size during that show.
- g. **Stalls:**
 - i. Stalls and surrounding area will need to be kept neat and orderly.

- ii. Stall grading will be done at 8:00 a.m. and 6:00 p.m. daily. If no attempt to maintain clean stall or area is made, animal may be removed from premises.
- h. **Class Timeliness:**
 - i. If tack change is necessary, it is the member's responsibility to advise show officials as soon as possible.
 - ii. Once the gate is open for a class, anyone showing has 2 minutes to report.
- i. **General:**
 - i. Disrespect:
 - 1. 4-H member: When attending, participating, or acting on behalf of the 4-H program, all persons are expected to conduct themselves in accordance with accepted standards of behavior, show respect for others' rights, and refrain from any conduct which may be injurious to the 4-H program. Inhumane treatment of animals, impolite behavior, poor sportsmanship, or disruptive actions (as deemed by the show management and/or Extension personnel) will result in disqualification and/or removal the grounds with a loss of premiums and awards. If necessary, a dismissal from the 4-H program.
 - 2. Any other individual that exhibits blatant disrespect towards a judge or show official will be removed from the premises immediately.
 - ii. Classes with too many or too few entries may be adjusted as necessary by the show officials, horse and pony committee, or show judge.
 - iii. Absolutely no exhibitors are allowed to stay in the barns overnight.

4. Extra LaPorte County Horse and Pony Activities

- a. All club volunteer leaders must meet with the committee prior to the beginning of the season to share goals and schedule. All 4-H leaders must be approved annually by the 4-H Extension Educator. The 4-H Extension Educator will gain input from the Horse and Pony Committee to best match volunteer capacity.
 - i. **Horseless Horse**
 - 1. Horseless horse meetings will be held at 6:00 p.m. before the regular monthly meeting
 - 2. Program designed for 1st and 2nd year members that are not horse owners, but want to learn about the equine discipline.
 - 3. Horseless horse participants will be paired with a regular member and learn about the industry. Members will show in one class at the Fair.
 - ii. **Drill team**
 - 1. Members work closely together to create pattern type performances.
 - 2. Drill team members practice regularly for competitions and parades.
 - iii. **Hippology**
 - 1. Hippology team studies the whole of the equine animal. Members will learn anatomy, feeding, care, and how to work in small teams to compete in competitions.
 - 2. Competitions are generally held in winter months

- iv. **Horse and Pony Judging team**
 1. Judging team will study and learn to judge halter and performance classes across multiple breeds.
 2. Generally competitions are held in winter/early spring
- v. **Ambassador**
 1. There are two ambassadors chosen each year to represent the Horse and Pony Program.
 2. Each Ambassador is required to attend special events to showcase the horse and pony program throughout the year.
- vi. **Team Tournament**
 1. The Mid-States Team Tournament provides an opportunity for Horse and Pony members to build unity as team. It is an opportunity to participate in a regional horse show, meet new people, and represent LaPorte County 4-H. Participants attend practices and experience the feeling of showing as an individual while contributing to the team's overall efforts as well. While Team Tournament is a unique opportunity for youth, team spots are limited based on the Team Tournament rules.
- vii. **Horse and Pony Education Poster**
 1. A way for members to learn more about individual topics and educate the public on equine. Ownership/lease of a horse is not required. The following suggestions are ideas for horse posters, but can be anything educating the public about any aspect of horses and ponies. 4-H members need not be limited to just these mentioned topics:
 - Level 1 – grades 3-5: Poster topics could include horse care, horse breeds, barn management, how a horse communicates, horse disciplines, tack/use of equipment, etc.
 - Level 2 – grades 6-8: Poster topics could include responsible horse ownership, uses of horses, disease/parasite prevention, careers with horses, showmanship, hippology, etc.
 - Level 3 – grades 9-12: Poster topics could include learning life-skills with the horse project, your horse and the law, nutrition, animal health, animal welfare, horse judging, proper seat, equitation, etc.
- viii. **Horse Camp**
 1. Horse Camp is a weekend event designed for 1st and 2nd year members to attend and learn how to be more accomplished with their horsemanship skills. This event is normally held in May.

5. Facility and Usage-

- a. **4-H members:** The Horse and Pony facility (excluding the office) is open to any 4-H member to use free of charge as long as it does not interfere with any sponsored activity. Members/family will need to abide by the following:
 - i. Park in an approved area

- ii. Ensure adequate adult supervision
- iii. Ensure no other 4-H group is using area
- iv. Clean up after yourself and your animal. Dispose of any waste in appropriate area.

b. Non 4-H members:

- i. Any individual or group wishing to utilize the Horse and Pony facility will be required to formally ask permission either verbally or in writing at a normal committee meeting.
 - 1. Fees will be determined based on the best interest of both parties involved and be received by the committee within 15 days after said event.
 - 2. Any group that utilizes the 4-H Horse and Pony facility will be responsible for providing a Certificate of Insurance during the event and any clean-up after the event including stall cleaning.
- ii. **Examples of possible facility charges:**
 - 1. Flat fee of 10% gross income
 - 2. Stall usage: \$15/ stall per day if cleaned or \$30/ stall per day if left uncleaned
 - 3. Office and technology fee : \$250/day
 - 4. Tractor and drag fee - \$200/day (Must use horse and pony drag in arena's)

6. Governing Body

a. 4-H Club Officers

- i. Officers will be voted on by active members annually at the September meeting.
- ii. All officers will be required to attend meetings.
- iii. All officers will be responsible for managing the meetings as outlined by their job descriptions and helping with club sponsored activities.

b. Horse and Pony Committee-

- i. The Horse and Pony Committee is the governing organization that is directly in charge and responsible for maintaining the facility and managing all duties related to the Horse and Pony 4-H membership. The committee will follow all State guidelines as outlined by Indiana 4-H, Purdue University, and the 4-H Extension Educator.
 - 1. Any issues that arise about the management of any 4-H event or the Horse and Pony facility should be brought to the attention of the Horse and Pony Committee.
 - a. Issues must be brought up by current members or their legal guardian/parents. Issues may be sent in writing or brought during regular committee meeting.
 - 2. Committee selection- Any legal guardian of a current Horse and Pony member has the potential to serve as a committee member.
 - 3. Current Committee Members:

- a. Nate Battleday-Senior Leader
- b. Jen Landing-Committee President
- c. Jaime Cipares-Committee Vice President
- d. Amy Petri- Treasurer
- e. Eric Hayes- Treasurer
- f. John Bailey
- g. John Langford
- h. Dale Thomas
- i. Chris Smith
- j. Dawn Nicholson
- k. Tia Marsh
- l. Josh Paschen
- m. Ex-Oficio:
 - i. Bob Synder
 - ii. Jo LeRoy
 - iii. MaryJo Moncheski, 4-H Extension Educator

7. Notice:

- a. **In case of extenuating circumstances, please contact a Committee member or the Extension Office as soon as possible. The earlier we know the more likely we will be to solve the issue.**
- b. **The Horse and Pony committee has the unilateral authority to clarify or modify any rules as necessary in accordance with Horse and Pony Committee Bylaws.**

8. Fairgrounds Daily usage schedule (April 15 to July 1)

*** Verification Necessary****

- a. Monday -- Open
- b. Tuesday -- Open
- c. Wednesday -- Open English/Jumping Clinics 6-7 pm
- d. Thursday-- Drill Team 6-8 pm
- e. Friday-- Open Clinic 6-7 pm
- f. Saturday -- Open
- g. Sunday --
 - i. Drill Practice 2-4 pm
 - ii. Team Tournament practice 5-7 pm

9. Local Show Schedule

- a. Pleasure show -sponsored by the Ohlund family
 - i. May 5
 - ii. June 16
 - iii. September 15

- b. Speed show- sponsored by the committee
 - i. Date:
- c. 4-H Pleasure show - sponsored by the committee
 - i. Date:

10. Attachments: This section is a work in progress and each attachment has a month listed as to when it will likely be made available to the membership.

- a. 4-H check sheet for each level--January (john)
- b. 4-H Horse and Pony Record Sheet for each level -- January (MJ)
- c. Demonstration sheet--January (John)
- d. Vet form --January (MJ)
- e. Horse Lease forms -- February (MJ)
- f. Daily arena usage schedule -- March (???)
- g. Fair class list -- March (???)
- h. Stall assignment -- March (Dale?)
- i. Clinic list--March (???)
- j. Fair class patterns -- April (???)
- k. Class sign-up sheet --April (???)
- l. Frequently asked questions-- April/May then annual update

11. Contact Information

For questions regarding the LaPorte County 4-H Program, feel free to contact the LaPorte County Extension office at 219-324-9407.

Facebook:

LaPorte EZ Riders Information- <http://bit.ly/LPEZridersInfo>