Date:       June 2016

MEMORANDUM

To:         Persons Responsible for 4-H Youth Development
            4-H PEP Instructors

From:       Karen Waite
            PEP Program Coordinator

Re:         PEP Rider Classes at the 2016 Michigan 4-H State Horse Show
            (Please bring this information to the attention of the 4-H Horse Leaders
            and the 4-H PEP Leaders in your county)

We are pleased to announce the 2016 Michigan 4-H State Horse Show will again
include a series of classes for riders with disabilities, who are currently 4-H members
participating in the Michigan 4-H Proud Equestrians Program (PEP).

The classes are scheduled for Sunday, August 21, 2016 beginning at 10:00 a.m.
They will be held in the indoor arena and barn on the south side of the Pavilion
(South Barn). Riders competing in the PEP Rider classes will not be counted as part
of the county’s quota of riders eligible for the State 4-H Horse Show. There is no
county quota for riders competing in these classes. However, all competing riders
must meet the criteria listed under “Riders” on the Rules and Guidelines page of the
attached information packet.

Please note:
- Two Showmanship classes are included in the list of classes offered this year.
- Horses entered in the 4-H PEP classes will be stalled in the South Barn, which
  has both show ring and stall facilities.
- Riders entering the 4-H PEP classes must complete both the Michigan 4-H
  Horseshow Entry form (available from the MSU Extension office in your county)
  and the Rider Profile form (enclosed).
- The Rider Profile form must accompany the regular Michigan State
  4-H Horseshow Entry form when it is submitted to the county MSU Extension
  office.
- A copy of a current negative Coggins test for the horse that the rider is showing
  must also accompany the form.
- The current negative Coggins test report must be brought to the Show
  with the horse.
All State 4-H Horse Show entries are to be submitted to the State 4-H Equine Specialist’s Office through the County Extension Office. Please be sure to check with your County Extension office for the date that entries must be received in the County Office. Entries are due (postmarked) at the Specialist’s Office July 18, 2016. All entries from each County should be sent in together so the County deadline is very important.

Please note: Entry fees are $7.00 per class plus $10 for a stall. The $60 fee associated the State 4-H Horse Show is not required for PEP riders.

Enclosed is a copy of the information packet for the Proud Equestrians classes that will be held at the 2016 Michigan State 4-H Horse Show and a copy of the General Information packet for the Show. (PEP Riders will use the same entry form as other State 4-H Horse Show participatns.)

NOTE: Entry forms, Up-to-date information, and a schedule for the entire 2016 State 4-H Horse Show will be available at:

http://www.ans.msu.edu/extension/horse_youth_programs

Attachments
RIDERS:

- Riders must meet standard age requirements for the Michigan 4-H State Horse Show (13-19 years old in 2016) AND be 4-H a member currently enrolled in a Michigan 4-H PEP program.

- All riders will be required to wear SEI approved riding helmets for both riding and groundwork.

- Riders are responsible for providing their own horse, volunteers as needed, and headgear.

- All Riders should be able to ask their horse to walk forward, halt, and turn right and left.

- Riders must control the horse at all times in the show ring. Leaders and Sidewalkers are a safety element only and are not expected to influence the performance of the horse or rider. Judges will penalize riders receiving unnecessary assistance.

- Riders may enter 4 classes but must participate in the same classification (Independent or Assisted, Walk-Independent riders may not enter Walk/trot assisted classes). The entry and mount must be approved by the rider’s 4-H PEP instructor.

- Riders may enter a 5th class chosen from the Symposium section of the Show.

  NOTE: A Creative Writing contest has been added to the Symposium section. Participants may submit a story (fiction or non-fiction), essay, or poem about or related to horses, riding, etc. that they have written. There will be a maximum length of 10 pages. See the State 4-H Horse Show - General Rules - for further details.

- Riders must complete the selection process established within their 4-H PEP program and have participated in at least 1 horse show prior to the State Show.

VOLUNTEERS:

- All riders must be accompanied by their 4-H PEP riding instructor who will act as their coach or as the head coach for the group if there is more than 1 participating rider from the program.
Coaches are responsible for training the volunteers needed by their riders to meet the needs of the individual riders and for selecting a suitable mount for the rider.

The rider’s coach or family members **may not** act as his/her Leader or Sidewalker.

Volunteers will help the rider only when needed. The rider must be in control of the horse unless there is a safety issue.

**HORSES:**

- Horses must be in good condition and be suitably trained to meet the needs of the rider.
- Horses may be borrowed from the riding program to which the rider belongs or from another source.
- All horses must be stalled at the Show. The 2011 Michigan State 4-H Horse Show Rules prohibit all showing out of trailers/vehicles. Please see the Show Rules for horse health requirements.

**TACK:**

- Adapted tack may be used when needed as long as it conforms to safety standards.
- Tack may be English or Western, but must conform to 4-H PEP safety guidelines, be well fitted, and conform to the needs of both horse and rider.
- Tack and headgear will be inspected for safety as riders enter the ring.

**CLASSES:**

See **Class List** for description. Classes begin at 10:00 a.m.

- Classes will be judged without regard to the age of the rider.
- Classes will not be divided into English/Western.
- A minimum of 4 “spotters,” prepared to assist any rider in case of an emergency, will be present in the ring during each class.

**SHOWMANSHIP:**

700  Showmanship - Assisted  
701  Showmanship - Independent  

**EQUITATION:**

702  Walk - Independent  
703  Walk/Trot - Assisted  
704  Walk/Trot - Independent
HORSEMANSHIP CHALLENGE:
705  Walk - Independent
706  Walk/Trot - Assisted
707  Walk/Trot - Independent

PATTERN:
708  Walk - Independent
709  Walk/Trot - Assisted
710  Walk/Trot - Independent

OBSTACLE COURSE
711  Walk - Independent
712  Walk/Trot - Assisted
713  Walk/Trot - Independent

DRESSAGE
714  Walk-Independent
715  Walk Trot-Independent

*Dressage tests will be ridden in the Dressage ring*

ENTRIES:

- Riders may enter 4 classes, but must participate in all classes in the same classification (Independent or Assisted, Walk - Independent rider may not enter Walk/Trot Assisted classes).

- Riders may enter a 5th class selected from the Symposium section of the show.

- **REMEMBER:** All entries must be accompanied by a copy of a current negative Coggins test on the horse you will be showing. Participants must also bring their original Coggins Test to the show with them. Original charts will be checked at the Show.

- Riders will complete the Standard State 4-H Horse Show Entry Form and submit the required PEP Rider Forms with the necessary fees (see State 4-H Horse Show - General Rules). Check with your County Extension Office for the date entries are due. All forms must be submitted to your county Extension office by the due date.

PEP RIDERS STATE SHOW ENTRY FOR MUST BE ACCOMPANIED BY:

- Rider Profile Form found in the PEP Rider Classes Information Packet.

- A copy of the Rider’s current 4-H PEP Enrollment Forms (Rider Registration and Emergency Treatment, Liability Release, Photo Release, Physician’s Referral and, if applicable, the Down’s Syndrome Rider Evaluation.

(over)
FEES:

Entry = $7.00 per class  
Stall = $10.00 per horse

NOTE: PEP riders DO NOT pay the $60.00 entry fee required in the State Horse Show - General Rules.

NOTE: These RULES AND GUIDELINES have been designed to supplement the RULES/GUIDELINES that apply to the 2016 Michigan 4-H State Horse Show overall. They pertain to the PEP Rider classes only. For detailed information on stabling, horse health documentation, check-in times, etc., please refer to the State 4-H Horse Show - General Rules.
2016 MICHIGAN 4-H STATE HORSE SHOW
PROUD EQUESTRIANS PROGRAM

RIDER PROFILE

NAME: ____________________________________________________________

AGE: _____ Male:____ Female:____ COUNTY: _______________________

4-H PEP PROGRAM: ______________________________________________

DISABILITY: _______________________________________________________

WHEELCHAIR USER: Yes ___ (Power ___ Manual ___) No ___________

AMBULATORY:

        Walker____ Independent____ Crutches ___ Assisted/Supervised ______

COMMUNICATION ASSISTANCE REQUIRED: Yes _____ No ___________

Describe:

Other Special Needs:

RIDING CLASSIFICATION FOR THIS SHOW:

_____ Walk/Trot - Assisted
     Assts:   _____ Leader
     _____ Showmanship - Assisted
     _____ Leader and 1 Sidewalker
     _____ Leader and 2 Sidewalkers

_____ Walk - Independent

_____ Walk/Trot – Independent

_____ Showmanship - Independent

MOUNTING:

Assisted ___ Unassisted ___ Ramp _____ Block_____ Ground ____________

DISMOUNTING:

Assisted ___ Unassisted ___ Ramp _____ Block_____ Ground ____________

(over)
ADAPTED TACK USED BY RIDER:  Yes ____  No ________

Describe:

CLASSES ENTERED:

Equitation #: ______  Horsemanship #: ________

Showmanship #: ______  Pattern #: _________

Obstacle #: _______  Dressage #: _________

Symposium #: ______

STALL NEEDED:  Yes ____  No(rider will use horse already stalled at show) ________

________________________________________

Signature of Rider’s 4-H PEP Riding Instructor

NOTE: Please use additional space to provide any information that would be helpful in making this a successful experience for the rider.
2016 MICHIGAN 4-H STATE HORSE SHOW
PROUD EQUESTRIANS PROGRAM RIDER CLASSES

VOLUNTEER INFORMATION

PROTECTIVE HEADGEAR:

Anyone associated with the PEP Rider classes must wear a properly fitted, SEI approved, riding helmet with the chinstrap fastened whenever he/she is mounted.

2016 SHOW RULES AND GUIDELINES FOR THE PEP CLASSES; 2015 PEP RIDER CLASS LIST; AND GENERAL HORSE SHOW ETIQUETTE FOR RIDERS:

Be sure to review each of these documents with your rider’s 4-H PEP instructor who will be acting as his/her coach for the show so that you will know what is expected. Copies are included in the 2016 Michigan 4-H State Horse Show PEP Classes Information Packet distributed to all counties and 4-H PEP instructors.

TACK AND EQUIPMENT:

Safety equipment, head-gear, and tack will be checked as the riders enter the ring. Be sure your rider is ready before coming in for his/her class. If you are assisting an independent rider, you should carry a lead line with you at all times so that it is immediately available if needed.

ASSISTING A RIDER DURING A CLASS:

Our goal is to have each rider be as independent as possible. Please give your rider only as much help as he/she really needs.

Leaders: Leaders are responsible for the horse. Leaders remain behind the horse’s nose. The lead line has 8-10” of slack between your hand and the snap. The end of the line is folded in your other hand. A lead line is never wrapped around any part of you or thrown over your shoulder. At the halt, you stand directly in front of the horse.

Sidewalkers: Sidewalkers are responsible for the rider. Your correct position is at the rider’s leg. While in the arena, volunteers do not speak unless spoken to. If arena personnel are speaking to your rider, do not answer for him/her unless it is necessary for clarity.

Spacing: Volunteers are not allowed to give instructions verbally or with body language. You can say “Watch your spacing” if your rider is coming too close to another horse. Acceptable ways to attain proper spacing are: circling, cutting across the arena, or passing to the inside. Know which technique your rider is capable of performing. See the big picture - look ahead to help your rider before he/she gets into trouble.

(over)
**Misbehaving Horse:** If the horse you are working with seems upset, you can speak to him in a calm voice and rub his neck or shoulder to get his attention while maintaining eye contact with him. Your lead line is for safety only; it is not to be used to discipline the horse in any way. Keep one eye on your horse and the other on the rest of the competitors. If you think the horse may disrupt the class, *ask the rider* to come in off the rail 12-15 feet. *Do not abruptly lead the horse off without communicating with the rider.* There will be monitors in the arena to assist you if necessary.

**GENERAL RING ETIQUETTE:**

Make sure the horse you are leading is at least 2 horse lengths/widths away from any other horse or person AT ALL TIMES. Always be aware of all other horses and people in your area.

The rider commands the horse inside or outside the arena. **NEVER** pull the horse forward or turn him abruptly yourself. Give the rider time to make his/her move and use gentle encouragement to help him/her perform up to potential. You want to be as “invisible” as possible.

Help your coach by being aware of the timing of the classes and when a rider should be ready to enter the arena. Be aware of how the show is running and when your next class is coming up.

You are one of the most valuable and important persons at this Horse Show. Please remember to do a good job, have a good time, and enjoy the success of your riders.

**THANK YOU!**