

WACoA Cunderdin Horse Program Guidelines

As part of the educational and recreational program there is the opportunity for a student to bring a horse onto the college.

The following guidelines have been written with the students, animals, college welfare and the Equine Industries Code of Practice in mind. There is a limited area available to accommodate horses. The college will take **no responsibility** with regard to any loss or injury to the horse or equipment.

On signing the guidelines, the student and parent/guardian fully understands the guidelines provisions and undertakes to abide by them.

1. THE ARRIVAL OF THE HORSE

A qualified person designated by either the Equine Manager, or the Farm Manager inspects the horse on arrival. The horse will be inspected for soundness and health. A horse declaration form will be signed, a photograph will be taken of the horse and a horse identification form will be completed. You need to give 48 hour notice **each** time you drop off your horse at school to ensure that a staff member is present and the horse inspected.

2. HORSE REQUIREMENTS

If a student has permission to bring a horse on to the campus they must ensure that:

- a) Only one horse per student is allowed.
- b) The horse must be either a gelding or an unmated mare and broken in for riding.
- c) The proof of health maintenance includes:
 - trimmed hooves
 - vaccinations up to date (proof will be requested)
 - worming program
- d) Horses are to be wormed, under supervision, on arrival
- e) Horses must be under the age of 25 years
- f) The Farm Manager must be contacted and an area is reserved for the horse.
- g) No hay to be brought onto farm. Quality hay is available to purchase from the College. All other feed to be purchased prior to horses coming onto site.

3a. HORSE WELLBEING

Whilst the horse is at the WA College of Agriculture – Cunderdin the student will ensure that the horse is suitably cared for to the satisfaction of the Equine Supervisor and the Farm Manager. Privately owned horses on the College property are the sole responsibility of the owners and as such all treatments including, but not restricted to veterinary, dental, farrier are covered by the owner and **not** by the College.

3b. STUDENT RESPONSIBILITIES

Whilst the horse is at the WA College of Agriculture – Cunderdin the student must:

- a) Ensure that the horse is groomed at least four times a week
- b) Make provision for the horse to be adequately fed (a feed schedule is to be documented and accepted by the Equine Supervisor). The horse must be fed twice a day.
- c) Make sure that allocated paddocks are kept tidy. Water troughs are cleaned weekly.
- d) Pick up manure daily and place in trailer provided
- e) Carry out regular fence checks.
- f) Ensure that horses are drenched at the discretion of Equine Supervisor
- g) Complete their horse duties between 6.45am and 7.25am, and after school. No horse activities after dinner.
- h) Have horse's hoofs maintained. A farrier regularly visits the College and all bookings are to be out of school hours.

CARE: Horse care needs are to be dealt with out of class hours with relevant permissions obtained.

IF IN RESIDENCY TIME – YOU MUST LET SUPERVISORS KNOW WHERE YOU ARE.

4a. RULES FOR RIDING

- a) If in residential time, students must have permission to ride from the residential staff
- b) Students must be appropriately dressed
 - long pants or jodhpurs, boots and long sleeved shirt
 - approved helmet (**Australian Safety Standards 3828 or equivalent**) that is **less than 5 years old**
 - high vis vests will be supplied for on farm riding
 - singlets are not approved riding attire
 - appropriate boots to be worn at all times when accessing equine area
- c) Paddock gates are to be left as found, gates are not to be used for tethering.
- d) Manure must be removed from roadways.
- e) No riding around residential or classroom areas.
- f) Tack room and wash down areas are to be kept clean and tidy.
- g) Horses must be regularly exercised (at least 3 times per week).
- h) Your horse is to be tied up at all times when brushing, rugging etc.
- i) Do not access horses which are not your own unless given permission from the owner.
- j) Access equine area in pairs.
- k) No bareback riding or horse swapping.
- l) All horse gear is to be checked at commencement of each term by Farm Manager to ensure safety standards are maintained.

4b. RULES FOR RIDING OFF SITE

As above plus:

- a) Signed parental permission for off site riding.
- b) Follow school excursion plan.
- c) Negotiated planned ride with teacher/supervisor.
- d) Must be three or more riders.
- e) Must have mobile phone with residential numbers logged.
- f) In case of accident, one person to stay with injured student and the other to seek help or phone for assistance.

5. PADDOCK AND STABLE USE

- a) Paddocks are provided for the horses. Attention needs to be given to the suitability of your horse being in a paddock with other horses. (Aggressive horses are considered unsuitable and will be removed from the property).
- b) The college will maintain the fences and water points.
- c) Students need to be mindful of the needs of other users and must maintain a clean paddock / stable area.

6. TERM HOLIDAYS AND CLOSED WEEKENDS

Term Holidays:

HORSES MUST BE REMOVED FROM THE COLLEGE OVER MAJOR HOLIDAYS AND TERM BREAKS

- a) Horses must be removed prior to leaving on holidays.
- b) Feed and tack areas are to be left clean and tidy.

Closed Weekend: Horses **may** be allowed to stay on site. If however there are any management problems, the local vet will be called in and you will be contacted. Horses will not be specially fed over this period unless prior arrangements have been made with the Farm Manager. All out of pocket expenses will be paid for by the owner.

7. STUDENT CONDUCT

- a) Student must ensure that their horse is in good condition.
- b) Only students with permission can access equine areas, ride and care for a horse. Other students cannot be invited to assist. Permission needs to be provided by parents and approved by the Farm Manager.
- c) Students must ensure a safe working environment for themselves and their horse.

8. AGISTMENT COSTS

A fee of \$200.00 per term will be charged for the horse to be kept at the college, irrespective of the length of the term. This fee is to be paid prior to the commencement of each term. Any rider who wilfully causes damage to College property may be charged.

9. HORSES ON SITE:

After reading the guidelines, students can then enquire as to the availability of a place for their horse. The good behaviour of the student is necessary for their horse to remain on site. Places for horses are limited.

NB: The attached check list needs completing prior to a horse coming on site.

10. AUTHORISATION

It should be remembered that horses are allowed onto the College grounds at the discretion of the Principal and can be removed at any time at his/her discretion.

Any damage to property by horse and/or rider is to be paid by the student's parent / guardian.

Horse owners who bring their horse on to the property and leave it in the care of the College must understand that the discretion to call for veterinary services to attend an injured or sick horse rests with the college at the owner's expense.

11. EQUESTRIAN HELMETS

Students participating in the Equine program either during school or residential time are REQUIRED to provide their own equestrian helmet. An approved equestrian helmet is one that meets Australian Standard AS/NZS 3838 or equivalent, is within date and is specifically designed for equestrian use.

INSURANCE COVERAGE It is recommended that students intending to participate in the equine program during school or residential times have current personal accident insurance cover.

The Department of Education and schools are not permitted to obtain or broker insurance for students or any other person. It is your responsibility to ensure that you are satisfied with the terms of the personal accident insurance that you obtain for your child.

I have read the above guidelines and agree with the conditions.

Parent
Name: _____ Signature: _____ Date: ____ / ____ / ____

Student
Name: _____ Signature: _____ Date: ____ / ____ / ____

Name of Horse:
(if applicable) _____

CHECKLIST (to be completed by instructor)

Suitable horse - to meet guidelines requirements	
Suitable helmet	
Correct riding gear (attire)	
Correct riding equipment	
Account set up with local vet clinic	
Correct medication/s for horse – worming pastes etc.	
Guidelines read, understood and signed	
Lockable box to hold saddle, bridle and all other equipment.	
Feed bins, hay net and buckets provided by student.	
Equine Supervisor spoken to	
Agistment fees paid (see Manager Corporate Services)	
Equine accounts up to date (see Manager Corporate Services)	

Please note: All animals kept at the college come under the Schools Animal Ethics Committee (SAEC) guidelines. Failure to meet these guidelines is a serious breach which could result in the SAEC taking legal action against the College and offender.

In the unlikely event that the horse either dies or needs to be put down, removal from site is parent's obligation. Arrangements may be made following consultation with the Farm Manager for the animal to be buried on-site.

Horse Declaration

(To be completed by instructor and parent/guardian each time horse arrives)

Arrival Date: _____	Horse's Temp on Arrival: _____	Horse Wormed: _____
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Arrival Date: _____	Horse's Temp on Arrival: _____	Horse Wormed: _____
Arrival Date: _____	Horse's Temp on Arrival: _____	Horse Wormed: _____

Name of person in charge of horse: _____
 Contact phone: _____
 Address: _____

Name of Horse: _____ Age: _____

Breed: _____ Height: _____ Sex: _____

Identification (colour/markings/brand):

Address of property from which the horse has moved from:

Health of Horse

I _____ declare that the horse named above has been in good health, eating normally and not shown signs of respiratory disease during the last 3 days leading up to its arrival. I give my authorisation for the designated WA College of Agriculture - Cunderdin Administration to call for veterinary inspection of the horse named above and in my care should they be showing signs of a respiratory illness at any time during its stay. I agree to pay any veterinary fees incurred as a result of this veterinary examination.

Signed _____ Date _____

Cleaning and disinfection of horse gear

I _____ declare that all horse equipment (tack, bridles, brushes, buckets and other articles that have come into contact with equines) and the horse transport vehicle have been cleaned and disinfected before leaving the property to travel to the college.

Signed _____ Date _____

**PERMISSION TO RIDE A HORSE DURING RESIDENTIAL TIME –
WA COLLEGE OF AGRICULTURE SCHOOL CUNDERDIN**

I give permission for my son/daughter _____ to be present at the Equine Arena and to handle and ride their own or college horse without the direct supervision of College staff during Residential time. The College does not accept liability for injury to the student or horse.

Signed _____
(parent / guardian)

Date _____

**PERMISSION TO PARTICIPATE IN EQUINE PROGRAM –
WA COLLEGE OF AGRICULTURE SCHOOL CUNDERDIN**

I give permission for my son / daughter _____ to handle, ride and be involved in the Equine program at WA College of Agriculture Cunderdin.

Signed _____
(Parent / guardian)

Date _____

WA COLLEGE OF AGRICULTURE –Cunderdin

Horse agistment and riding agreement (to be completed parents/guardians and students bring own horse)

I _____
(Parent / Guardian)

- a) Have read, understand and agree to the conditions outlined in the Horse Guidelines

- b) Understand and agree that privately owned horses are the sole responsibility of their owners and as such are responsible for all any and all health, veterinary, farriery and dental treatment.

- c) Visited the horse facilities and approve of my son / daughter's horse to be housed there and give my approval for my son / daughter to work and ride in these facilities.

STUDENT NAME _____

Signed _____ Date _____
(Student)

Signed _____ Date _____
(Parent / Guardian)



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