



CANADIAN PONY CLUB



Registrant Policy

National Policy for the acceptance of Registrants

Loyalty

Character

Sportsmanship

1. INTRODUCTION

- 1.1 The purpose of this policy is to establish clear requirements, expectations, rights and responsibilities of Registrants to be in good standing with the Canadian Pony Club (CPC).
- 1.2 This policy is intended to complement the National Bylaws and Safe Sport policies and shall be interpreted in conjunction with them.
- 1.3 Definitions - Definitions contained in the CPC Bylaws shall apply to this policy, including:
 - a) *Region* - An incorporated or unincorporated organization recognized by CPC to promote and implement CPC objectives within an assigned geographic region.
 - b) *Registrant* - An individual who is registered with the Canadian Pony Club through a Branch or Centre.
 - c) *Branch* - A CPC-sanctioned organization operating within the Region.
 - d) *Centre* - A licensed facility authorized to deliver CPC programming.
 - e) *Good Standing* - Status assigned to a Registrant who satisfies all requirements established by CPC, the Region and the Branch or Centre.

2. REGISTRANT CATEGORIES

- 2.1 As per CPC Bylaws, the CPC recognizes two categories of Registrants: Branch Registrants and Centre Registrants.
- 2.2 In most cases, Centre Registrants will have the same rights and responsibilities as Branch Registrants.
- 2.3 CPC distinguishes two subcategories of Registrants: Youths Registrants and Horsemasters
 - 2.3.1 To apply for a registration in Canadian Pony Club, a child must have reached their fifth (5th) birthday before submitting their application.
 - 2.3.2 Registrants under the age of 25 at the time of application are considered Youth.
 - 2.3.3 Registrants who are 25 as of January 1st of the registration year will register as Horsemasters.

3. REGISTRATION APPLICATIONS

- 3.1 Registrations must be submitted through a Branch or Centre. Individuals are not eligible to register solely at the Regional or National level.
- 3.2 To register the applicant will need to use the CPC approved online registration system. They will have to enter all requested information, sign all applicable waivers and provide the required payment to be considered a Registrant of the CPC, the applicable Region and the Branch or Centre.
- 3.3 All Registrants must be members of the Equine Provincial Sport organization in the province or territory indicated by their mailing address on their Canadian Pony Club registration application, prior to participating in any CPC sanctioned activity.



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- 3.4 **Registrants will not be permitted to participate in any CPC activities until the appropriate Branch representative receives acceptable proof of membership in their Equine Provincial Sport Organization**
- 3.5 Registrant Fees will consist of a Branch or Centre fee, a regional fee, and a national fee. Additional fees for activities are likely (riding fees, clinic fees, competition fees etc.).
- 3.6 It is the policy of the Canadian Pony Club that all Branches must be open to all prospective Registrants who meet the minimum requirements. It is particularly against our policies to restrict registration in Branches to only those applicants boarding at a particular facility or using a particular coach.
- 3.7 Branches are entitled to refuse Horsemasters at the Branch.
- 3.8 Centres may restrict their membership to those boarding at the Centre or use other application criteria.
- 3.9 Extended registrations may be available for those that are newly joining Pony Club. Applications for extended registrations may open on September 1st.
- 3.10 Registrations expire on December 31st and will need to be renewed on an annual basis.
- 3.11 All Registrants and their parents / guardians are expected to be familiar with all CPC policies and to adhere to CPC rules, code of conduct and philosophies.

4. HORSEMASTERS

Canadian Pony Club developed a Horsemaster program for Adults over 25 who understand and support the aims and objectives of Pony Club. Horsemasters follow Pony Club standards to expand their knowledge of riding and horse care and support the organization through volunteer service.

- 4.1 Regions or Branches/Centres are not required to accept Horsemasters.
- 4.2 Horsemasters must be a Pony Club parent, or alumni, or someone willing to volunteer at Branch/Centre and regional activities.
- 4.3 Horsemasters will comply with the CPC screening program for volunteers and other adults participating in CPC activities.
- 4.4 The Youth Registrants will always be given priority in activities and events where space or time may be limited.
- 4.5 Horsemasters will have access to lessons, clinics and camps (mounted and unmounted) offered by the Branch/Centre or the Region, providing the needs of all Youth Registrants have already been met. The cost of such activities will be set by the Branch/Centre or Region hosting the activity.
- 4.6 Horsemasters will be expected to give back to PC with volunteer hours. Branches/Centres and Regions may set an acceptable number of volunteer hours that will be expected for each Horsemaster.
- 4.7 Adults who are not Registrants (e.g. parents) may not participate in any clinics, lessons, camps or other activities provided for the Registrants. This does not include volunteers who are supervising activities.
- 4.8 Horsemasters will have full access to the testing system, where Branches/Centres and Regions allow. Fees for national testing will be the same for all Registrants. Branches/Centres and Regions may set their own fees for testing.



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- 4.9 All Registrant Categories will pay the same national fee. Regions and Branches/Centres may set their own fees.

5. SAFE SPORT, EQUITY, DIVERSITY AND INCLUSION

- 5.1 The Canadian Pony Club is committed to fostering a Safe Sport environment that is welcoming, inclusive, accessible, respectful, and psychologically safe for all participants. Every Registrant, volunteer, coach, official, parent, and leader has the right to participate in Pony Club activities free from abuse, neglect, harassment, discrimination, bullying, and other forms of maltreatment.
- 5.2 Registration, participation, and access to programs, services, activities, leadership opportunities, and advancement within Canadian Pony Club shall be available without discrimination based on race, ethnicity, ancestry, place of origin, citizenship, religion, creed, language, age, sex, gender identity, gender expression, sexual orientation, family status, marital status, disability, or any other ground protected by applicable human rights legislation.
- 5.3 Canadian Pony Club recognizes that equitable treatment does not necessarily mean identical treatment. Reasonable accommodations will be considered to support meaningful participation by Registrants with protected needs or disabilities, provided such accommodations do not compromise safety, fundamentally alter the nature of the activity, or create an unfair competitive advantage.
- 5.4 Requests for accommodation shall be considered in accordance with the Canadian Pony Club Accommodation Policy and applicable Safe Sport policies.

6. GOOD STANDING

- 6.1 A Registrant must continue to satisfy eligibility requirements and shall be considered in good standing when they:
- Maintain active membership status with a Branch or Centre.
 - Have paid all fees required.
 - Comply with CPC bylaws and policies.
 - Cooperate fully with investigations or disciplinary proceedings.
 - Are not under suspension.
- 6.2 The CPC, the Region or the Branch/Centre may suspend any Registrant for cause including but not limited to non-payment of fees or other financial obligations, violations of the CPC Code of Conduct, or conduct likely to bring discredit to Pony Club with prior permission from the National Board. The Registrant or their representative can follow the '*Discipline and Complaints Procedure*' to challenge such a suspension.

7. MISCELLANEOUS

- 7.1 This policy shall be reviewed by the CPC Board at least every three years or earlier as required by legislative or organizational changes.