2018

Lowell High School

Equestrian Team

Handbook

Table of Contents

(1)Membership

(2)Academic Eligibility

(3)Commitment

(4)Fundraising/Sponsorship

(5)Registered Horse Requirements

(6)Conduct

(7)Paperwork

(8)Practice

(9)Slotting

(10)Boosters

(11)Team closet

(12)Meet Expectations

(13)Contacts

(1) Membership

1. Rider membership for the 2017 season will begin April 26th, 2018, and conclude April 26th, 2019.
2. Lowell Equestrian team will accept riders, and grooms until 08/10/2018
	1. Members may participate as either a rider or a groom.
		1. Rider-Must own/lease their horse, have reliable transportation for the horse, and meet all eligibility requirements.
		2. Groom-Does not need to own a horse.
	2. Anyone interested in riding on the team who does not yet have a horse, or know if they will have a horse may join as a groom by August 10th, 2018.
	3. Only foreign exchange students, and school transfer students will be considered to be accepted as riders after August 10th, 2018.
	4. Anyone wishing to join the team after August 10th, 2018 who did not sign up as a groom will not be eligible to compete as a rider.
	5. Required fee, signed showbills and paperwork must be turned in to coach Holli Melton by August 10th, 2018.
3. Rider Fee
	1. 2017 Rider Fee = TBA
		1. Break down - See Separate Groom / Rider fee breakdown page
		2. $400 Due by August 10th 2018, Remainder Due by 09/ 06/2018.

 B. Excess Funds

 I. Any amount raised over and above this fee can be used for camping or hotels needed at meets. Reimbursements shall be issued after the 2018 team banquet under the following conditions.

 1. A paper copy of your hotel receipt is presented to coach Holli Melton by 10 /20/2018

 2. All fees have been paid by all riders and grooms by October 20, 2018

 II. In the event that the team does not advance to Regional/and or State competition the money designated for those events will be handled as follows.

* + - 1. Seniors-Any funds received through sponsorships and fundraising must remain with the team. Any money paid out of pocket up to the amount designated for regional and state competition will be refunded after the 2018 team banquet.
			2. Freshman, sophomores, and Juniors- Any funds received through sponsorships and fundraising will roll into the rider’s registration fee for the following year. If the rider chooses not to compete the following year, the funds must remain with the team. Any money paid out of pocket up to the amount designated for regional and state competition will roll into the rider’s registration fee for the following year, or they may choose to have it refunded after the 2018 team banquet.
	1. 2017 Groom Fee = $70
		1. Paperwork – Due by August 10th, 2018.
		2. Fee Due - August 10th, 2018
1. Eligibility Requirements
	1. Riders must compete in a total of at least 12 classes across at least 3 different shows. Ex: Show #1-5 Classes + Show # 2-3 Classes + Show #3-4 Classes = 12 Classes.
		1. Placing is not part of the requirement.
		2. If a coach is not present at the show the rider must turn in a show bill signed by the shows secretary in order for the show to count towards the 12 class show requirement.
		3. The show can be a pleasure, speed, open, breed, dressage, or a hunter jumper show. If your type of show is not listed, please contact a coach to verify.
	2. Riders must attend 70% of practices in order to compete.

(2) Academic Eligibility

Lowell Area Schools has two academic eligibility policies; one relates to the high school athlete and the other to the middle school athlete. The high school policy follows the minimum requirements established by the Michigan High School Athletic Association. It should be noted that parents always have the final say in establishing academic requirements which may be stricter for their child.

High School:

1. All in-season athletes must carry and pass at least four classes (this is the equivalent to twenty hours). In-season athletes who do not pass four classes at the end of each trimester are ineligible to compete for the entire next trimester (if they complete makeup for the previous failure they may regain eligibility).

2. All in-season athletes will be checked during their season using current grades (the grade is based from the beginning of the trimester to the current date. If an athlete is found to be passing less than four classes they will have one calendar week to raise the deficient grades. If at the end of the probationary week they are not receiving four passing grades, they will become ineligible for one calendar week (Monday through Sunday). Their status will be reviewed on a weekly basis.

3. All incoming first-time freshmen have immediate eligibility regardless of their previous trimester record.

 (3) Commitment

Lowell Equestrian Team can be fun and rewarding. It is also a commitment. Coaches and team members will do whatever is reasonable to work with all riders, grooms and parents on the team. However once coaches turn paperwork in to our district (usually around August 20th) Riders and parents are committed to all meets including District, Regional and State Meets. Under no circumstances will a parent withhold their team member or a rider decide not to compete.

Homecoming: The Lowell Homecoming dance falls on the weekend of the State Championship.

 If a rider or groom chooses to go:

* + - * 1. A parent must be responsible for driving their child home and back to the State Championship.
				2. Rider may not leave State Championship until after their last slot on Saturday.
				3. A responsible person approved by the coach must stay at the State Championship to care for said riders horse/s.
				4. Rider must return the following morning at least one hour before their first class or 8:30am whichever comes first.

(4) Fundraising/Sponsorship

1. Fundraising
	1. Riders are not required to fundraise for the team however money earned is first directly applied to their registration fees. Rider will be responsible for the entire amount of their registration fee if they choose not to fundraise.
	2. Group Fundraisers
		1. Money raised through group fundraisers will be evenly distributed among all members who participated and/or had representation at the fundraiser and applied directly to their registration fee.
		2. If a rider was not present, and did not have representation they will not receive any funds towards their registration fee.
		3. Group fundraisers include car washes, pop can drive, Group sponsorship drive, etc.
	3. Individual Fundraisers
		1. Money raised through individual fundraisers will be individually applied to each member’s registration fee for the amount that they raised.
		2. Individual Fundraisers include BC Coupon Book Sales, 31 Bag Sales, etc.
2. Sponsorships
	1. Sponsorships that each rider brings in individually shall be applied to their registration fee.
3. Excess Funds
	1. Any amount collected on behalf of a rider’s fee that exceeds the registration fee amount may be used for their family hotel expenses at Regional and State Championship 2018 in the event the team does not move on to Regional or State Championships please see Excess Funds under Rider Registration..
4. Riders who do not fundraise or collect sponsors are responsible for paying the entire amount of the registration fee.
5. Riders who do not earn the full amount of the registration fee through fundraisers and sponsors are responsible for paying the remainder.

(5) Horse Registration Requirements

1. Coggins
	1. Any horse registered to a rider must have a current Coggins that is valid through October 16th, 2018. If a horses Coggins expires before October 16th, 2018 the rider is responsible for having a new one drawn. The registered horse will not be allowed to compete without a valid Coggins.
2. Safety
	1. The horse must be considered safe to show in a show ring setting and/or gymkhana setting for the safety of the rider, and others competing. Coaches will determine if this requirement has been met.
3. Health
	1. In order to compete for the Lowell Equestrian Team a horse may not have a body score below 4 or above 7. It is at the head coach’s discretion whether or not this requirement has been met.
4. Soundness
	1. A horse must be sound to compete on the Lowell Equestrian Team. Should a horse become unsound during the season that would be a risk to the horse, rider, and cause possible disqualification it is possible to replace the horse. If a replacement is not available, the rider will not ride in competition until the horse is sound or a replacement is found.
5. “MIHA Registered” refers to the registration of any horse with the MIHA organization. Riders are NOT required to have a breed registered horse in order to compete on the Lowell Equestrian Team.

**(6) Conduct**

1. Rider and Groom Conduct
	1. No foul language at any MIHA event.
		1. Failure to comply will result in point loss for the team.
		2. Failure to comply may result in up to/and including, loss of slots, and removal from the team. The extent of disciplinary action is at the coach’s discretion.
	2. No excessive disciplinary actions to your horse
		1. No excessive kicking, spurring, whipping, or use of any type of training aid.
		2. Failure to comply may result in up to/and including, loss of slots, and removal from the team. The extent of disciplinary action is at the coach’s discretion.
	3. No disrespecting of coaches, parents, team members, or other teams.
		1. Failure to comply may result in up to/and including, loss of slots, and removal from the team. The extent of disciplinary action is at the coach’s discretion.
	4. Any type of alcohol, smoking, drug use is strictly prohibited on the grounds of an MIHA sponsored event, and if discovered will result in the rider’s inability to compete for the remainder of the season.
	5. Any behavior that divides the team will not be tolerated. Examples: Excluding or bullying another rider, Rallying other riders to "not try" at the regional meet because you want to be home for Homecoming instead of going to the State Championship.
		1. I) Failure to comply may result in up to/and including, loss of slots, and removal from the team. The extent of disciplinary action is at the coach’s discretion.
2. Parental Conduct
	1. No foul language at any MIHA event.
		1. Failure to comply will result in point loss for the team.
		2. Failure to comply may result in up to/and including, loss of slots, and removal of child from the team. The extent of disciplinary action is at the coach’s discretion.
	2. No disrespecting of coaches, parents, team members, and other teams.
		1. Failure to comply may result in up to/and including, loss of slots, and removal of child from the team. The extent of disciplinary action is at the coach’s discretion.
3. Application
	1. The rules of conduct apply to all MIHA and Lowell Equestrian Team Sponsored Events.
		1. This includes, but is not limited to the following…
			1. District Meets
			2. Regional Meet
			3. State Championship Show
			4. Team Banquet
			5. Fundraisers
4. Other disciplinary Action
	1. The Lowell Equestrian team will reference the Red Arrow Student Handbook 2018 and the[**Lowell Area Schools Athletic Department Policies & Rules**](http://www.lowellschools.com/education/page/download.php?fileinfo=QVRITEVUSUNfUE9MSUNJRVNfX1JVTEVTX0hBTkRCT09LLnBkZjo6Oi93d3c3L3NjaG9vbHMvbWkvbG93ZWxsL2ltYWdlcy9kb2NtZ3IvMzk2X2ZpbGVfNzI4X21vZF8xNDQ5NTkwOTYxLnBkZg==&sectiondetailid=12040) regarding any situation that involves action, disciplinary or not that cannot be resolved within the guidelines set forth in this handbook.

(7) Paperwork

Due at start up meeting

1. Rider Contact Form

Due By August 10th 2018

1. Horse and Rider registration form (attach picture of horse in halter only, showing face and all 4 legs)
2. Coggins
3. Disclaimer Form
4. 2nd page of Concussion form
5. 2018 Rider and Parent agreement
6. MIHA Permit for Treatment of Child
7. Coaches rider slot worksheet
8. Any amount of the $400 fee not fundraised in cash or check made out to Lowell Equestrian Team

(8) Practice

1. Location
	1. Windy Hill Farm 1764 S. Marble Rd. Lowell
	2. Lowell Fairgrounds - Majority
	3. Occasionally Practice may be hosted at a different location.
2. Expectations
	1. Riders must attend 70% of practices scheduled in order to compete.
3. Equipment
	1. ASTEMI Certified Helmets are required to be worn at all Lowell Equestrian Team Sanctioned Practices.
	2. Proper foot wear is required.
4. Supervision
	1. Riders under the age of 18 must have a parent present with them at all times during practice or a designated guardian.
	2. Riders over the age of 18 may bring themselves to practice.

(9) Slotting

1. Riders may be assigned anywhere from 1 to 11 slots (classes) per meet.
2. Riders are expected to be willing to be versatile for the team. This means you may not always be in your favorite class or what you feel you are strongest at.
3. Slots are assigned based on what is best for the team. Not every rider will have an equal number of slots, and slots can be taken away or given at any time at the Head Coach’s discretion.
4. Head Coaches assign the slots and their decision is final.
5. Classes
	1. The following is a list of classes that a rider may be slotted to compete in.
		1. **Hunter Over Fences**
		2. **Hunt Seat Fitting & Showing (Showmanship)**
		3. **Western Fitting & Showing (Showmanship)**
		4. **Saddle Seat Fitting & Showing (Showmanship)**
		5. **Saddle Seat Equitation**
		6. **Saddle Seat Pattern**
		7. **Saddle Seat Bareback**
		8. **Hunt Seat Equitation**
		9. **Hunt Seat Bareback**
		10. **Western Horsemanship**
		11. **Western Bareback**
		12. Western Riding (Every other year rotation)
		13. **Reining (Every other year rotation)**
		14. **Trail**
		15. **Flag Race**
		16. **Cloverleaf**
		17. Speed & Action (Every 4th Year Rotation)
		18. **Keyhole (Every 4th Year Rotation)**
		19. Pole Bending (Every 4th Year Rotation)
		20. Stake Race (Every 4th Year Rotation)
		21. **2-Person Relay Race**

(10) Boosters

Athletic boosters provide teams funding based on number of students on the team. the amount changes every year, usually $50 to $75 per team member . boosters is not guaranteed money. If a meeting is missed by our parent representative or a worker does not sign in for duty at an assigned worker slot money will be deducted from our funding. If parents will not do booster work their child's fee will go up by the booster team member amount. If parents miss a work slot or parent representative misses a booster meeting their child's fee may go up by double the team member booster amount because of penalty fees.

(11) Team Closet

1. Riders must immediately return any team owned equipment to coach Holli Melton directly following the last class of the season that they use it in.
2. Any equipment loaned out for use at the Kent county Youth Fair to current High School team members will incur a $20 total rental fee.
	1. Fee must be paid up front before equipment is released to renter.
	2. All equipment rented for the Kent County Youth Fair to non-current team members must be returned to a coach by Friday evening at the fair.
	3. If you are a current team member you may turn in the equipment you have borrowed by Friday night to a coach, or you must notify her by then that you are keeping it for fall competition.
	4. Excessive Damages-High School Members
		1. Any items damaged with a repair cost of over $30 will need to be paid by the person who rented the equipment in addition to their rental fee.
			1. This refers only to damage from negligence. (Example: Leaving a Saddle Seat Hat in the rain so that we need to purchase a replacement, Broken Reins due to horse stepping on them, stains in clothing that will not allow us to use it further such as ketchup, juice, etc.).
			2. Damage will be deemed as excessive or not by the coaches.
			3. Damage from normal wear and tear on items such as loose stitching, old cracked leather breaking, faint mud stains in some suits etc. are not considered excessive damages.
3. Any equipment loaned out for use at the Kent County Youth Fair to non-current High School team members will incur a $40 total rental fee.
	1. Fee must be paid up front before equipment is released to renter.
	2. Equipment will only be loaned out to team alumni.
	3. All equipment rented for the Kent County Youth Fair to non-current team members must be returned to a coach by Friday evening at the fair.
	4. Excessive Damages-Non High School Members
		1. Any items damaged with a repair cost of over $45 will need to be paid by the person who rented the equipment in addition to their rental fee.
			1. This refers only to damage from negligence. Damage will be deemed as excessive, or not by the coaches.
			2. Damage from normal wear and tear on items such as loose stitching, old cracked leather breaking, faint mud stains in some suits etc. are not considered excessive damages.

(12)Meet Expectations

Day of Meet

* 1. Riders must arrive no later than 7 a.m. unless otherwise instructed by a coach.
	2. Horses must be clean, clipped with manes banded or braided for showing unless the horse is only being used in gymkhana/ speed classes.
	3. Riders may not drop classes. You must notify a head coach of any issues and they will determine whether not you may drop.
	4. If using two horses: Rider must use each horse in slots designated and agreed upon with coaches. For example: Rider may not use their pleasure horse in a speed slot because their speed horse was acting colicky. Rider must bring any and all horse/ slot issues to a coaches attention as soon as possible.
	5. Riders may not leave the meet until the last rider from our team has competed for the day unless otherwise instructed by a coach.
	6. Horses may leave the meet when the rider has finished using them for the day. They MUST be checked out by a coach before they may leave.
	7. Riders need to check in with a coach as soon as they arrive at the meet.
	8. Each family must work at district and regional meets. Each family will be assigned work slots based on convenience and opportunity. Example: If your child shows only in hunt seat your family may be assigned gate duty during the western classes.

(13) Contacts

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