

## REQUIREMENTS FOR HOSTING A VEIS SERIES EVENT

Six events (3 Dressage and 3 Jumping) are held in conjunction with the Victoria Equestrian Interschool Series (VEIS), and are used as qualifying events for the VEIS Grand Finals in Dressage and Jumping.

### GENERAL CONDITIONS

Schools and organisations intending to run an interschool event must be affiliated with Equestrian Australia through EV membership. All competitions must be run to EA rules according to the EA disciplines, where applicable. For all rules, please see EA Rules and Regulations. The VEIS has some further rules around Dressage levels and article numbers in Jumping as well as scoring methods for the series in individual and school points.

### Hosting Groups

- Must complete an appropriate Risk Assessment prior to each event
- Have adequate insurance for the event.
- Riders must have adequate Personal Accident and Public Liability cover as designated by the organisers. Ev membership. PCV or HRCV membership may be accepted
- Have the entry schedule approved
- Entry details must collect rider's year level to enable selection to national classes
- Entry details must include rider's school. This must be a registered primary or secondary institution in Victoria.
- Will be required to pay a levy of \$2.00 per rider to be part of the series
- Must have a First Aid present on the day. This may be with a vehicle or in a designated First Aid Area/Office. It is the responsibility of the First Aid supplier to complete EA Form 8 if needed and complete a medical log of all first aid attendees on the day.
- Should charge a medical levy fee of \$10 per rider.
- If the cost of the medical service exceeds the fees collected, the VEIS may subsidise the difference. Assistance with sourcing a supplier will be given.
- If the income received exceeds the cost of the medical service provided, this should be sent to the VEIS Medical Levy Fund to be used to subsidise events with smaller entries
- Must appoint a Child Safe officer
- Have entry details that include an optional medical alert section to be communicated to first aid prior to commencement of the competition
- Have an entry system to include a non-photography choice and contain: By entering this event you give your consent to copy or reproduce images of yourself, without acknowledgement of yourself and without your entitlement to any remuneration.
- Should appoint and advertise a Ground Jury (suggested 3 persons) containing a chief judge and at least 1 independent person
- Entry and scoring through Eventsecretary is preferred
- If another scoring method is used, within two days of the competition, the final result must be presented in an Excel spreadsheet and include, with correct spelling, rider's name, horse, year level, school and final points for each class and championship.