

Guidelines for Stewards

A regular season IHSA horse show must have three (3) qualified stewards who are over age 21 and are not associated with the horse show management or institution hosting the horse show. It is suggested that coaches be used. The Regional President will send the report to the Zone Chair. If the report reflects a rider reclassification or significant issue, the Zone Chair will send it to the National Steward.

Duties:

- Know the IHSA rules and make sure the horse show is run in accordance to them
- Be prepared to protect the interests of exhibitors, judges, and show management
- Supervise the drawing of horses (at least one steward must be present)
- Stop a class in the event a horse or rider is unsafe
- If requested, evaluate and reclassify riders as allowed by IHSA rules
- Report any IHSA rule violations
- If necessary, grant re-rides to insure fairness (you may confer with the judge)
- Be FAIR, DIPLOMATIC, and CONSISTENT at all times
- Educate before you eliminate!

Before the horse show:

- Put on your official "Steward" badge
- Locate your IHSA Rule Book and keep it handy
- Read over the Steward Report to see what you are being asked to evaluate and use the report as your guide throughout the day
- If necessary, approach the judge to review the differences between judging an IHSA horse show as compared to a USEF horse show
- Check to see that horse descriptions are posted and horses have been assigned any needed equipment such as crop, spurs etc.
- Check that all horses have been schooled over the course prior to the show while wearing the proper equipment (see 4309)
- Check to see that the jumping courses are posted and reining patterns are posted at least 30 minutes prior to testing
- Be sure the EMT has arrived and you know where the EMT is located

During the horse show:

- Observe every rider in every class (otherwise you cannot make a fair judgment and/or decision)
- Be visible and approachable (stand near the in-gate)
- (4601) If a horse performs so poorly that through no fault of the rider it is impossible to fairly judge the rider's ability, a re-ride may be granted
- (4603) Only the coach of the rider or designated representative listed with the show management of an Alumni rider involved may request a re-ride
- (4604) While the stewards may confer with the judge and/or show management, only the stewards may grant a re-ride
- (4602) A re-ride must be requested before the line-up in a flat class
- (4305) If the class in which horses compete together is stopped while in progress due to storm, accident, re-ride or other emergency, the class (or test), when recommenced, shall proceed from where it was stopped. If the judge determines that they are not able to fairly judge the affected rider, the class will be held over in its entirety, and no consideration shall be given to the performance during the original session.
- After the show all Stewards complete the Steward's Report and give it to the Regional President. ANY fall or accident must be reported on the Accident/Claim Form ((Use one form per incident)

IHSA Steward Report

Horse Show: _____ Date: _____

Zone _____ Region _____ Discipline _____

General:

1. The show started at: _____ Ended at _____
2. Was sufficient personnel provided to run the horse show? yes / no (if no explain)
3. Did a fall of a rider occur and/or were there any injuries reported? Yes / No

(Important: If "yes" you must complete the attached Accident/Claim Form with any information that applies. Use a separate form for each incident).

Host Facility:

1. Were the arena(s) a suitable size? yes / no (if no, explain)
2. Approximate size of arena _____ type _____ (indoor, outdoor, enclosed)
3. Type of footing _____ Was it suitable? yes / no (if no explain)
4. Were there an adequate number of horses available and were they sound and suitable? yes / no (if no, explain)
5. Was proper tack and equipment provided and was it clean and safe? yes / no (if no explain)
6. Did the host provide proper registration and personnel to run the horse show? yes / no (if no, explain)

7. Were refreshments available? yes / no
8. Were adequate toilet facilities provided? yes / no

Compliance with the Rules:

1. Was the horse show conducted in accordance to IHSA Rules? yes / no
2. Was the judge eligible to officiate per Rule 5201A-H? yes / no
3. Was proper emergency medical support provided on the grounds per Rule 5102-B? yes / no
4. Was there any misrepresentation of a rider's eligibility for a class as defined in the class descriptions? yes / no (if yes, explain)
5. Was any rider re-assigned to a class per Rule 5304 A-B? (explain fully)
6. Was the draw for horses conducted in accordance with Rule 4501? yes / no
7. Were jumping courses in good condition? yes / no?
8. Was a legible diagram of each jumping course or reining pattern posted? yes / no
9. Was any other violation reported? (see Rule 3501 and 3601) yes / no (explain fully)

Additional Comments or Concerns:

Signature_____College_____Date_____

Signature_____College_____Date_____

Signature_____College_____Date_____

EMT: Name_____Company_____Date_____

E-Mail:_____Cell Phone _____