Cross Country Briefing Prompt

This is a guide only – please edit as necessary

Welcome

* Thank you and self-Introduction

Days Procedure

* Start time: - be in position by: 15 minutes prior to the class start or your given handover time please.
* Cars / No cars on course, please take a seat, food and water with you.
* Position – clear view of the fence. Skinny fences / combinations. Explain location – TD will check.
* Radio checks will commence roughly 10 minutes prior to the start of the class. (Explain)

Radio Operation

* It is imperative that you understand that your primary role is that of risk management. Check your fence and grounding when you get to it, make sure it looks ok to you. Any concerns then let me know.
* Radio channel is:
* Call in all disobediences only – remember 3 stops at your fence is elimination.
* Press and wait a second before speaking. - Short, clear, concise messages please
* Fence number, Rider number, message. (fence 13, rider 12, 1 refusal or whatever it may be).
* Keep radio on at all times and with you at all times – do not leave it on your chair or the ground. I may call you out of the blue and *NEED* you **so listen AT ALL TIMES!**
* **Listen for clear radio space, this goes for officials as well** as you cannot talk over each other –it does not work.
* **KEEP RADIO CHANNELS AS CLEAR AS POSSIBLE – only make calls as necessary.**

Judging a fence.

* You are the judge!
* Remember a stop is cessation of all forward movement. No jumping from a standstill. If they do, report it please.
* At all fences, not just skinnys. The horses **head, neck and shoulders** must pass between the flags.
* The bum only needs to jump the *height* of the fence.
* If the horses head neck and shoulders do not pass between the flags, or the bum does not clear the height of the fence = run out.
* If you deem the rider to have jumped outside a flag AND they continue – note it (jumped outside flag – draw a diagram) AND radio it in as a missed fence – TD will come and assess the with you.
* At a *combination* a, b c, if the rider jumps A and refuse B they don’t have to jump A again, BUT if they do and have a refusal – it is recorded as one.
* If the rider *clears* an individually numbered fence the first time but represent (thinking they had not cleared it) and have a refusal – it’s not counted as one as they cleared it in the first instance….. they just give themselves time penalties –
* 3 disobediences at your fence is elimination. If this happens please ask the rider to leave the course at walk and pass through Vet check at the finish - as they have been eliminated.
* If sitting on a combination, please also call in the element at which the disobedience took place be it a,b or c
* If it is a borderline decision, err on the side of the rider. If you are completely unsure, just call for assistance. TD’s will be sent to assist you.
* If a fence is struck by a horse as it is jumped, please check the fence for any damage that may have occurred and report it immediately.

Eventing Watches

* Identify a mark prior to the fence for consistency.
* One button, press it and record the time.
* The displayed time is EVENT or REAL time, it is not a stopwatch and there is no reset button, press once and record the stopped time.

Scoresheets

* Name and mobile phone number on every page
* Do not pre-number with rider numbers – yes it still happens!
* Only tick clear column if ride jumps clear. If a disobedience is recorded do not tick the clear column.
* If unsure about something draw a diagram and make notes straight away and radio control for TD assistance.
* If you are issued with a watch, please record times for all riders in the far-right hand side as they approach the fence for the first time only. Combinations – just the approach on the first attempt is fine.

Stopping Horses.

* DO NOT STOP HORSES AT ANY TIME UNLESS SPECIFICALLY ASKED or there is an immediate danger that I have not seen. I try and stop horses all at one fence for ease of restarting.
* If asked to stop a horse you’ll need to identify a landmark 150m prior to the fence and take riders time as they pass between you and that landmark (which will be used for restarting), and then wave them down.
* Tell them why they have been stopped and tell them you have their time recorded. Write it down!
* I will radio you and request that time, and a TD will come and assist you in restarting that horse or horses when we are able.
* Be aware that you may be required to stop a number of horses, so write times down as soon as you confirm the rider has acknowledged you, and be ready to stop other horses if there are any. Control will get times from you for each and assist you once the course is cold / stopped.

Falls

* If there is a fall at your fence *DO NOT JUMP UP* straight away.
	+ Report the fall to control first.
	+ Check if there is another rider approaching the fallen rider – stop them if necessary and radio it in. Be sure to get their stop time.
	+ Only then, with radio in hand check on the rider and report if the Medical Crew or the Vet are required and whether the course is **BLOCKED** or **CLEAR** - Please use those words.
* If the horse and rider are up ok and out of the way please just report this. – Course CLEAR, Rider OK.
* I will prompt and help you, but I just need clear and concise information to be able to act and assist you as quickly as possible.
* If the rider is in immediate danger – in water or under horse – MOVE them clear of the danger.
* I will ensure that services are sent and that if necessary the course and oncoming horses are held, but be aware of things around you (remember there may be a rider passed a point where they could be stopped) and listen to your radio.
* You will need to complete a fall report and ask the rider to see the medical crew before they leave the course. TDs are happy to assist you if necessary. All horses must pass through Vet Check also.
* Medical crew is located at for those fallen riders requiring clearance.
* On the fall report please be clear on marking if the fall was jump related or just on the flat, and also if the horses shoulder made contact with the ground – used for statistics.

Overtaking

* There is the potential for one rider to catch another.
* If you see one rider approaching another but the first rider has committed to your fence, let them attempt the fence, or tell them to move away from the fence if they have a refusal, to allow the following rider to pass through. Common sense applies.

End of Class

* During the day, the quad will collect your scoresheets and fall reports if you have any.
* At the end of each class stay in position until the quad has collected your scoresheets and fall reports if you have any and you have passed your equipment to the person taking over.

General

* If you require assistance please don’t hesitate to ask, we’re all here to ensure our riders have safe and fair event and you play a very important role in making that happen.`
* If you see people in the way of a horse and rider please ask them to move out of the way.
* Excessive use of the whip. The rule is now two significant whips… Report on your sheet if minor, If excessive please call in with “fence number, rider number and excessive use” as well as a record on your scoresheet.
* Social Media –