



# V.E.I.S

VICTORIAN EQUESTRIAN  
— INTERSCHOOL SERIES —

HANDBOOK 2015



*2014 VEIS Dressage Champions - Braemar College*

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## INTRODUCTION

This VEIS handbook:

Describes the rules and principles under which VEIS events and the VEIS Series are operated and

Endeavours to provide a framework to foster consistency in the rules and formats of interschool equestrian events more broadly.

The VEIS operates under EA rules as far as is possible.

Within these VEIS rules and regulations are references to the EA rules for each discipline, e.g., Dressage, Show Jumping and Eventing. These rules can be found on the Equestrian Victoria or Equestrian Australia websites – [www.equestrian.org.au](http://www.equestrian.org.au) or [www.vic.equestrian.org.au](http://www.vic.equestrian.org.au).

## 1 VEIS COMPETITIONS

- 1.1 Schools hosting VEIS events must be affiliated with Equestrian Australia.
- 1.2 Proposed dates for competitions for the following year must be sent to [website@veis.com.au](mailto:website@veis.com.au) before the start of Term 3 in any given year, along with a cheque for \$100 per competition (e.g. \$100 for dressage and \$100 for Show Jumping if both are run on the same day). Cheques made payable to “VEIS” and to be sent to:

VEIS, PO Box 1105, Mornington 3931.

Nominated Qualifier Events (see below) incur a VEIS fee of \$200, and an additional fee of \$1 per rider.

The VEIS committee will seek to manage calendar options where date clashes occur.

- 1.3 Primary students are allowed to compete in higher grades of dressage – they are not restricted (limited) to ride in ‘Primary Only’ classes. These classes may be divided subject to entries.

Riders are encouraged to enter levels most suited to their level of riding competency and their horse’s ability. In disciplines where grading or qualification applies, the EA rules for eligibility must be adhered to; e.g., dressage grading for horses.

- 1.4 Secondary riders may participate in ‘Primary only’ classes but they will be deemed to be competing HC (“hors concours”), i.e., no points will accrue towards either the individual event results or the VEIS team or individual championships
- 1.5 Riders who have been Individual Champions or Reserve Champions in VEIS levels in 2013/14 are automatically promoted to the next level in the 2014/15 Series.

*If the Champion or Reserve Champion rider/horse combination wishes to ride in the same level at which they were either Champion or Reserve Champion in the previous year, the school Team Manager/Equestrian Coordinator can apply at the beginning of the season to the VEIS committee stating the reasons the Rider/Horse combination wishes to remain at the same level.*

NB: The above automatic promotion rule will not apply to riders moving up due to age in Dressage from Preliminary Primary to Preliminary Secondary classes, or Novice Primary to Novice Intermediate, or Novice Intermediate to Novice Senior.

## 2 DRESSAGE

2.1 The dressage classes to be offered at VEIS events are:

Dressage		
Class	Year Level	Arena Size
Preparatory (Primary only)*	Primary Only	40m x 20m or 60m x 20m
Preliminary Primary	Primary Only	60m x 20m
Preliminary Secondary*	Secondary Only	60m x 20m
Novice Primary**	Primary Only	60m x 20m
Novice Intermediate**	Secondary Only	60m x 20m
Novice Senior**	Secondary Only	60m x 20m
Elementary	All	60m x 20m
Medium	All	60m x 20m
Advanced	All	60m x 20m

Not EA Interscholar Nationals classes

\*\* Check VEIS/EA National Interscholars Compatibility Table contained as an Appendix

- 2.2 Rider/horse combinations must score 57.5% in both dressage tests in order for the combination's score to accrue points for the VEIS team or individual championships.
- 2.3 If entries in a particular dressage level exceed 35 in number, the entries must be split randomly into two divisions.  
*NB: It is important divisions are not formed according to year level, ability, school, etc...*
- 2.4 Draws for VEIS Dressage events will be completed in accordance with EA guidelines
- 2.5 Primary Preparatory is designed for beginner riders just learning to canter consistently. If a rider is cantering confidently, it is recommended they enter Preliminary Primary
- 2.6 Inexperienced riders on horses graded at or above Elementary may apply to ride at Novice level. Application must be emailed to the VEIS committee (website@veis.com.au) prior the close of entries
- 2.7 Dressage scoring to determine places at VEIS events is consistent with EA scoring methodologies and is as follows:
  - 2.7.1 In each class, 1st placed horses are allocated 30 points, 2nd 29 points, 3rd 28 points and so on to the last-placed horse
  - 2.7.2 The aggregate score over the two classes determines the placings

- 2.7.3 In the event of a tie, the higher placing is awarded to the combination with the highest aggregate percentage over the two tests. In the event of a further tie, the higher placing is the combination with the higher percentage score in the more advanced test
- 2.7.4 The final countback methodology in the event of a further tie is the sum of the four reflective marks from both tests
- 2.7.5 In the event of equal placings in a test, no half/split marks are allocated. The equal placings receive the same points, then the next placing and points are skipped. i.e., 2 riders finishing equal 4<sup>th</sup> receive 27 points, with the next placing being 6<sup>th</sup> receiving 25 points

### 3 SHOW JUMPING

3.1 Each show jumping event must run two classes at each Level:

Two Phase – Article 274.5.3

Grand Prix – Article 261.5.2

3.2 The Show Jumping levels to be offered at VEIS Qualifier events are:

Class	Year Level	Class		Max. Heights
Freshman*	Primary Only	Two Phase: Article 274.5.3		50cm
		Grand Prix: Art. 261.5.2	1st Round	50cm
			2nd Round	55cm
			Jump-off	60cm
Encourage*	All	Two Phase: Article 274.5.3		65cm
		Grand Prix: Art. 261.5.2	1st Round	65cm
			2nd Round	70cm
			Jump-off	75cm
Improvers**	All	Two Phase: Article 274.5.3		75cm
		Grand Prix: Art. 261.5.2	1st Round	75cm
			2nd Round	80cm
			Jump-off	85cm
Progressive	All	Two Phase: Article 274.5.3		85cm
		Grand Prix: Art. 261.5.2	1st Round	85cm
			2nd Round	90cm
			Jump-off	95cm
Intermediate	All	Two Phase: Article 274.5.3		95cm
		Grand Prix: Art. 261.5.2	1st Round	95cm
			2nd Round	100cm
			Jump-off	105cm
Advanced	All	Two Phase: Article 274.5.3		105cm
		Grand Prix: Art. 261.5.2	1st Round	105cm
			2nd Round	110cm
			Jump-off	115cm
Stars	All	Two Phase: Article 274.5.3		115cm
		Grand Prix: Art. 261.5.2	1st Round	115cm
			2nd Round	120cm
			Jump-off	125cm

\* Not EA National Qualifying Events

\*\* Check VEIS/EA National Interscholars Compatibility Table contained as an Appendix

- 3.3 Secondary riders may ride in Freshman, however they are deemed to compete HC (“hors concours”); i.e., no placing is awarded, and therefore no VEIS points accrue
- 3.4 Scoring to determine places at VEIS show jumping events is as follows:
  - 3.4.1 In the Two Phase class, 1<sup>st</sup> scores 10 points, 2<sup>nd</sup> 9 points, 3<sup>rd</sup> 8 points and so on down to 1 point for 10<sup>th</sup>. In the Grand Prix, 1<sup>st</sup> scores 20 points, 2<sup>nd</sup> 18 points, 3<sup>rd</sup> 16 points and so on down to 2 points for 10<sup>th</sup>
  - 3.4.2 Points over the two classes are aggregated to determine places. In the event of an equality of points, points earned in the Grand Prix is the count back method

#### 4 VEIS QUALIFIER COMPETITIONS

- 4.1 Rider/horse combinations score points for the VEIS Team and Individual Championships at nominated VEIS Qualifier events.
- 4.2 There will be 8 VEIS qualifying events per year – 4 dressage and 4 show jumping
  - 4.2.1 Each designated interschool region – “Barwon” (West), Northern, and South-Eastern – will host one dressage and one show jumping qualifier
  - 4.2.2 The VEIS Grand Final – which will incorporate both a dressage and a show jumping competition (i.e., 2 events) – to be held in either late July or early August, 2015
- 4.3 2015 Nominated Qualifying Events

Round	Date	Host	Region	Discipline
1	20-Feb-15	The Peninsula School (ISJ)	South East	Show Jumping
2	01-Mar-15	Geelong Grammar	Barwon	Show Jumping
3	22-Mar-15	Braemar College	North	Dressage
4	16-May-15	Toorak College	South East	Dressage
5	31-May-15	Ballarat Grammar	Barwon	Dressage
6	6-June-15	Assumption College	North	Show Jumping
7	01-Aug-15	VEIS Grand Final	ALL	Show Jumping
8	02-Aug-15	VEIS Grand Final	ALL	Dressage

- 4.3.1 Qualifier events may be rotated between schools in each region from year to year
- 4.3.2 The geographical boundaries set to determine the zoning for schools are as follows:
 

*West ("Barwon") / Northern Shield boundary*  
 Duncans Rd. to Ballan Rd. (Bacchus-Marsh-Werribee Rd.) to the Bacchus Marsh-Geelong Rd. to the Western Freeway  
 (Noting that Bacchus Marsh Grammar is part of the Northern Shield competition, and Ballarat Grammar is part of the Barwon region.)

*Northern Shield (incl. Metro) / South Eastern boundary*

Springvale Rd. to Wellington Rd, then right on Wellington Rd to the Dandenong's.

South and east of the Dandenong's is South/Eastern, and north of the Dandenong's is Northern

- 4.3.3 Tintern Horse Trials, to be held on April 25<sup>th</sup> and 26<sup>th</sup> 2015. In 2015 this will not be an eligible event to qualify for the Victorian Interschool team

## 5 VEIS GRAND FINAL

### 5.1 VEIS Grand Final participants will be:

- 5.1.1 The top 4 aggregate point scoring schools from each region in the Qualifier events throughout 2014/15 the year; plus
- 5.1.2 The top 10 individual riders from the overall series (not from each region), not already representing a qualified school; e.g., if 4 of the top 10 individual riders in a given VIES level are also representing a school that has qualified for the final, then the next top four point scoring individuals (i.e., 11 - 14 on the overall individual aggregate series scoring table in that level) will qualify
- 5.2 If individual riders do not accept their invitation to the Grand Final within 3 weeks of invitations being sent, their place will be offered to the next ranked rider. Riders receiving initial invitations may still subsequently enter the event if classes have not been filled
- 5.3 For a horse/rider combination to be eligible to represent their school at the Grand Final, that combination must have competed in at least one Qualifier event in that discipline
- 5.4 In the Grand Final, any horse/rider combination must compete at the highest level that they have competed at during any Qualifier event; e.g., a rider/horse combination that has competed at Novice as its highest level during the Qualifier events may not compete at any level below this at the Grand Final
- 5.5 For schools qualified for the Grand Final, there is no limit on the number of riders that may represent the school at the Grand Final – as long as all horse/rider combinations are eligible; i.e., they have competed in at least one Qualifier in that discipline
- 5.6 Riders that have qualified for the Grand Final on a given horse according to the above rules may ride in the Grand Final on a different horse. However, no placing earned on the day will accrue points either to the individual or team series championships; i.e., the rider is not deemed HC for the Grand Final, but the rider's result does not count towards the VEIS Series as no series points will be accrued.

NB: Allowing entry for riders in this situation (qualified horse is sold, lame, or ill and an alternative mount is an option) achieves the VEIS objective of promoting broad participation in interschool equestrian competitions without impacting the integrity of the Series competition



5.7 In the Grand Final, dressage classes which are Nationals Qualifier classes and for which entries exceed 35 riders, two sections will be formed randomly and a ride-off will be run to determine final scores. The ride-off will include the top 5 riders from each section. As per rules 2.3.0 and 2.4.0.

5.8 There will be no limit on the size of the show jumping classes

## 6 VEIS CHAMPIONSHIP SCORING

### 6.1 Dressage:

Assuming the rider has achieved the minimum required 57.5% in both tests at a given level, VEIS points are accrued for each test – 1<sup>st</sup> in a test scores 10 points towards their respective school and individual VEIS Championship cumulative tallies, 2<sup>nd</sup> will earn 9 points, 3<sup>rd</sup> 8 points and so on down to 1 point for 10<sup>th</sup>; meaning a maximum of 20 points may be accrued at any given Qualifier event

In the event of equal placings in a test, no half/split marks are allocated. The equal placings both receive the same points, then the next placing and points are skipped. i.e., 2 riders finishing equal 4<sup>th</sup> receive 7 points, with next placing being 6<sup>th</sup> receiving 5 points

### 6.2 Show Jumping:

In the Two Phase class, 1<sup>st</sup> scores 10 points towards their respective school and individual VEIS Championship cumulative tallies, 2<sup>nd</sup> will earn 9 points, 3<sup>rd</sup> 8 points and so on down to 1 point for 10<sup>th</sup>. In the Grand Prix, 1<sup>st</sup> scores 20 points towards their respective school and individual VEIS Championship cumulative tallies, 2<sup>nd</sup> will earn 18 points, 3<sup>rd</sup> 16 points and so on down to 2 points for 10<sup>th</sup>; meaning a maximum of 30 points may be accrued at any given Qualifier event

6.2.1 Results achieved in the Grand Final carry a premium of 50%; i.e., points scored in the Grand Final are multiplied by 150% (1.5 times).

## 7 VEIS CHAMPIONSHIPS

### 7.1 School Team Championships:

VEIS Series School Team Championship scoring will be for:

7.1.1 Victorian Champion Dressage School

7.1.2 Victorian Champion Show Jumping School (The Annie White Champion Show Jumping School Trophy)

7.2 The top four riders' points from each school will be totalled to determine each school's point at an event. These points will be aggregated across the Qualifier events, including the Grand Final (where the 1.5x's premium is applied), to determine the school rankings for the Series in each of the Dressage and Show Jumping School Team Championships

7.2.1 There is one team score per school at any given event for each discipline

- 7.2.2 There is no “dropped score” in the VEIS Team Championships – team scores achieved at *each* qualifier (including the Grand Final) count toward to overall VEIS Series Dressage and Show Jumping School Team Championships
- 7.3 VEIS Individual Championships:
- There is individual VEIS Series Championships at each respective dressage and show jumping level:
- 7.3.1 For each horse/rider combination per discipline, the highest total aggregate score from **3 of the Qualifier events** (*including* the Grand Final worth 150% (1.5 times) points) will be the winner of the Individual Championships
- 7.3.2 If a rider scores at all 4 Qualifier events (including the Grand Final), the 3 scores to count to the overall aggregate score will be the 3 highest scores; i.e., the lowest score from the Qualifier events is dropped
- NB: For clarity, there is no “dropped score” in the VEIS Teams Championship – team scores achieved at each qualifier count toward the overall VEIS Series Dressage and Show Jumping School Team Championships – schools are therefore encouraged to ensure teams are fielded at each Qualifier event*
- 7.4 In the event of an equality of points at the end of the Series, the count back methodology will first be the number of wins achieved at the Qualifier events (including the Grand Final). In the event of a tie at this level, the highest score at the Grand Final prevails

## 8 QUALIFICATION FOR THE VICTORIAN INTERSCHOOL TEAM

(to compete at the EA Interschool Nationals to be held in Sydney in 2015)

- 8.1 The two highest placed combinations in the VEIS Individual Championships (where these levels are competed at the Interschool Nationals) will be awarded a place in the Victorian Interschool team
- 8.2 The team will compete at the Interschool Nationals, usually in early October and which in 2015 will be held in Sydney
- 8.3 The VEIS levels for which state team places will be awarded are:

### Dressage

- Advanced
- Medium
- Elementary
- Novice (Senior)
- Novice (Intermediate)
- Novice (Primary)
- Preliminary (Primary)

#### Show Jumping

- Stars (120cm)
- Advanced (110cm)
- Intermediate (100cm)
- Progressive (90cm)
- Improvers (Primary students only selected at this level – 80cm)

8.4 From Progressive (90cm) in Show Jumping, there will be four state team spots offered:

8.4.1 The two highest ranked Secondary school combinations in the Progressive VEIS Individual Championship (for the 90cm Secondary class at the Nationals event), and

8.4.2 The two highest ranked Primary school combinations in the Progressive VEIS Individual Championship (for the 90cm Primary class at the Nationals event)

8.5 The above split will be made subject to age groups as per VEIS EA age compatibility chart contained as an Appendix

8.6 If a rider/horse combination does not take up the offer to compete at the Nationals event or has qualified previously via the EV Interschool Championships in June/July, the place will be offered to the next ranked combination(s)

8.7 Please note, all riders that compete at the Nationals event are required to be EA members, and all horses competing must be EA registered

#### 9 GENERAL RULES AND CONDITIONS FOR INTERSCHOOL COMPETITIONS:

9.1 VEIS events are competitions open to all currently enrolled primary and secondary school students

9.2 All riders must be currently enrolled at the school they are representing and MUST be accompanied by an adult. Entries from Distance Education students will be accepted if they are EA members and they are studying at primary or secondary school level

9.3 Schools should nominate a Team Manager who will be responsible for riders gear checks. The use of inappropriate gear may result in elimination. This will be at the sole discretion of the organising committee in consultation with the Ground Jury, if any, or Chief Judge.

9.4 Only Team Managers may lodge protests on behalf of a rider to the organising committee

9.5 No riders other than those competing are allowed to ride on the grounds

9.6 Riders may ride more than one horse

9.7 A horse may only be ridden by the same rider on the day of any VEIS competition.

9.8 If any horse is ridden by any person other than the entered competitor then that competitor will risk elimination at the discretion of the Organising Committee.

## 10 ENTRY FORMS

- 10.1 Accepted entry forms at any given event must be signed by the School Principal / Director of Sport / Equestrian Coordinator of the competitor entering. Entries should only be accepted with full payment.

In the case of online entries, an acceptance check box is required confirming the entrant has permission from the School Principal / Director of Sport / Equestrian Coordinator under the school's insurance in the case where the rider is not an EA member. The name of the School Principal / Director of Sport / Equestrian Coordinator should be included as part of the online entry process

A copy of the Entry Form for any VEIS event must be sent to [website@veis.com.au](mailto:website@veis.com.au) prior to broader distribution. The entry form will then be posted on the VEIS website and be emailed to all schools where representatives are competing in VEIS events

- 10.2 Late entries may incur a late fee
- 10.3 Scratching after the Close of Entries: As per EA Rules, a vet/doctor certificate is required for return of entry fees less a recommended \$15.00 administration cost
- 10.4 Any Rider deemed to be riding in an incorrect grade may be eliminated or be required to compete at a level deemed appropriate by the committee after consultation with all relevant parties
- 10.5 It is recommended that the Ground Jury be nominated before the event and be made up of the designated Chief Judge on the day, a member of VEIS committee, and a representative from a school other than the hosting school
- 10.6 All protests must be lodged by the Team Manager to the organising committee of the VEIS event no later than 20 minutes after the incident. It is recommended that event organising committees require that protests be accompanied by \$50, to be refunded only if the protest is upheld. A Ground Jury of three personnel must be established to hear protests on event day

## 11 UNIFORM/COMPETITOR REQUIREMENTS

- 11.1 All riders must wear approved boots and helmets (that are done up) whilst mounted
- 11.2 School equestrian uniform must be worn in all competitions and for presentations
- 11.3 Blazers or Riding Jackets are forbidden, except for Medium or Advanced Dressage, and the Advanced and Stars classes in Show jumping
- 11.4 Riders may be eliminated for incorrect dress
- 11.5 Gloves must be worn in Dressage
- 11.6 All riders must provide own numbers as per the published event draw. Numbers should be on both sides of saddle blanket or bridle

## 12 ORGANISATION OF VEIS EVENTS

- 12.1 Officials and Marshals must be easily identifiable
- 12.2 Schools are to provide contact name and details to Caitlin at: [website@veis.com.au](mailto:website@veis.com.au).
- 12.3 Draws should be published a minimum of 3 days prior to an event
- 12.4 Events may run later or earlier than advertised. Riders are expected to be aware of changes to times and report/present accordingly
- 12.5 Riders who do not report in time to ride in the published draw order may be eliminated
- 12.6 Scores should be posted on an easily accessible scoreboard throughout the day as they become available, no later than 1 hour after the last rider unless there are unforeseen circumstances i.e., protest
- 12.7 Organising Committees may reserve the right to alter, delete any event, and refuse entry without requirement to provide explanations or reasons
- 12.8 Final school scores for the competition need to be posted on the day with suitable recognition for the winning school and runner up. All scores must be forwarded no later than the day after the event, in the approved format, to [website@veis.com.au](mailto:website@veis.com.au)

## 13 RISK MANAGEMENT & EVENT MANAGEMENT

### RISK ASSESSMENT & FIRST AID

- 13.1 An appropriate Risk Assessment must be completed prior to the event
- 13.2 A qualified first aid officer must be available on the day (minimum level 2).
- 13.3 A first aid sign MUST be displayed in a designated First Aid area/ Office.
- 13.4 An OH&S review must be done for the competition, including an assessment of the venue; this must be signed off before competition by the school OH&S officer (sample form attached).

### COMPETITION ARENAS AND EQUIPMENT

- 13.5 The competition area should be safely fenced
- 13.6 The competition surface must be safe
- 13.7 Dressage arenas must not have rope or pig tail
- 13.8 All equipment should be safe and well maintained
- 13.9 Electronic timing equipment must be used wherever possible at show jumping events – it is compulsory at VEIS Qualifier events.

## INSURANCE

- 13.10 The venue must have public liability insurance
- 13.11 Students must have EA PCAV insurance and provide membership number; or, The rider's school equestrian coordinator or principal must sign the rider's entry or provide a letter stating the rider is covered under school insurance (sample attached).

## PRESENTATIONS

- 13.12 Ribbons or rosettes should be awarded to 6th place in each class.
- 13.13 There will be an overall champion for each level/section (e.g., Novice Dressage, Improvers Show Jumping, etc.) This will be the aggregate of both dressage tests on the day, or both show jumping classes on the day. Refer rules 3.4.0, 3.4.1 and 3.4.2.
- 13.14 If a competitor is unable to be present for presentations, it is acceptable for someone to accept prizes on their behalf
- 13.15 It is suggested for Dressage events to have envelopes on hand so that test sheets and/or prizes can be posted. Usually a \$2 donation is requested to cover this cost
- 13.16 While teams are encouraged to remain for presentations, team prizes may be posted after the event

## NOTES FOR COMPETITORS

- 13.17 EA Rules and Code of Conduct apply. These can be found at [www.equestrian.org.au](http://www.equestrian.org.au) or [www.vic.equestrian.org.au](http://www.vic.equestrian.org.au).
- 13.18 Enter competitions early – the closing date of entries is not the recommended time for entries to be sent in
- 13.19 Make sure you have completed the entry form in full with clear, legible handwriting – in particular, email addresses to which notifications, draws and results are usually sent
- 13.20 All requests to the event organising committee should be made through Team Managers
- 13.21 It is important to remember that each competitor is representing their school, and so are expected to behave and dress accordingly

## NOTES FOR ORGANISING COMMITTEES

While many members of organising committees ("OC's") have experience in running equestrian events, the following points may help with planning and operating a successful interschool equestrian event:

- 13.22 It is essential that officials are familiar with VEIS rules, as well as the rules of the equestrian sport. These can be found, as indicated earlier, at [www.equestrian.org.au](http://www.equestrian.org.au) and [www.vic.equestrian.org.au](http://www.vic.equestrian.org.au)
- 13.23 Consideration should, if possible, be given to schools that are travelling long distances to compete; e.g., competitors from that school should not be first in a draw if possible

- 13.24 Draws should be prepared with random orders in accordance with EA guidelines
- 13.25 EA judges should be used whenever possible – particularly in VEIS Qualifier events
- 13.26 If additional rules are set, they must be clearly stated both on the entry form and the program for the day. Event officials should be clearly briefed beforehand
- 13.27 Committee briefings about the rules of competition should be minuted.
- 13.28 It is recommended that tasks be allocated to committee members with one person holding ultimate responsibility for the running of the event
- 13.29 Entry forms should make clear where competitors/team managers can access the draw
- 13.30 It is suggested that the mobile phone number of a key contact person be included on the entry form for competition day

#### ATTACHMENTS:

[OH&S Sample letter \(sample risk assessment\)](#)

[Insurance Sample Letter](#)

[Entry form – Dressage 2014 - Sample 1](#)

[Entry form – Dressage 2014 – Sample 2](#)

[Entry form – Show 2014 Jumping – Sample 1](#)

[Entry form – Show 2014 Jumping – Sample 2](#)

[Calendar of Events Link](#)

[VEIS/EA National Interschools Compatability Document](#) (amended 5<sup>th</sup> Feb 2014)