

The Association of Polo Schools and Pony Hirers (APSPH)

Members Code of Conduct

(Terms & Conditions of Membership)

The members

All members must adhere to the Animals act 1964 & 1970, Animal Welfare Act 2006, with specific reference to The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, and where applicable to HPA rules and regulations concerning pony welfare.

All members must hold a current Riding Establishment Licence (REL). Membership will not be confirmed until a copy of the certificate is provided. The APSPH reserves the right to suspend or revoke membership if a member fails to provide their renewal certificate, or in the case that the business has moved address, within a reasonable time frame.

All members must hold a current appropriate insurance policy. The APSPH reserves the right to suspend or revoke membership if a member is found to have cancelled or not renewed, within reasonable time, their insurance policy, until a new certificate or proof of insurance is provided.

All members must pay their annual fee of £200. Membership will not be confirmed until payment has cleared. Renewals must be paid within 28 days of invoice. Failure to pay will result in the removal of the listing in the Membership Directory until payment has cleared.

All members must send their renewal REL certificates to the APSPH within 12 weeks of their expiry date, failure to do so will mean their profile is removed from the Membership Directory until a new certificate is provided. In the event that they are unable to be inspected prior to their expiry date they must apply for an extension, these will require the LA to issue a new certificate or letter of confirmation stating the new expiry date as being three months from the original expiry date.

Members must have a high regard for pony welfare and they must make every effort to make sure the ponies they hire are sound and able to conduct the work expected of them. The APSPH reserves the right to investigate welfare reports, and in the case of the establishment in question being an HPA member the report will be conducted with the HPA Welfare Committee. In serious cases that cannot be dealt with by the APSPH or for repeated issues the APSPH reserves the right to pass on the report to the relevant Local Authorities (LA). All allegations and reports of welfare will be taken seriously and the APSPH reserves the right to suspend or revoke membership at any point.

Members must not bring the reputation of the APSPH into disrepute. All allegations and reports of disrepute will be taken seriously and the APSPH reserves the right to suspend or revoke membership at any point. Establishments may re-apply for membership if they can demonstrate they are willing to uphold the standards set by the APSPH.

The APSPH reserves the right to refuse membership to anyone whom they feel does not meet their requirements or standards. The APSPH will however provide guidance and help for those who wish to join and are unable to fulfil the criteria.

If a prospective member wishes to join but does not currently meet the APSPH membership criteria then their membership will be accepted, but will not be listed or publicised until they are able to fulfil the membership criteria.

Membership of the APSPH is not compulsory for pony providers. No member, director, chairman or agent of the APSPH may force, exclude, publicise that an establishment is not legal. The aim of the APSPH is to be inclusive and we welcome establishments that wish to promote their legal establishments, but it does not mean that non-members are acting outside the law. The APSPH does promote to the general public that when looking for establishments that they ask for a copy of their REL. Any member, director, chairman or agent of the APSPH who is found to be promoting that non-members are illegal will be subject to potential suspension or removal from the position or membership.

Members and non-members, can make complaints or reports or voice concerns to the APSPH at any time following the reporting procedure through the email. If however there are serious concerns about the safety of children, minors then the report must be made immediately to the local authorities and the police before informing the APSPH.

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The APSPH will only allow memberships to those who meet the criteria. The criteria must be met with documentary evidence with the completed membership form and cleared funds for the membership fee.

The APSPH will list all members on the website with details of the website, contact email, location and REL expiry date. The REL expiry date will only be changed on receipt of the new REL Certificate from the establishment.

The APSPH will provide advice, guidance and support to both members and non-members. If the APSPH is unable to help they will either suggest other avenues for support or the APSPH will work together with other associations to offer help and guidance.

The APSPH will continue to promote their membership and actively seek to offer membership, support and guidance to all establishments and individuals made to known to them who provide pony hire within the UK.

The APSPH will work with all relevant associations and authorities on any reports sent to them about pony welfare, misconduct, and misrepresentation of membership or any other issue of bad practice.

The APSPH will work together with members to create a gold standard within the hiring community and use these standards to influence the relevant authorities.

The directors will run in accordance with the articles of association of The Association of Polo Schools and Pony Hirers under the Companies Act 2006.