



PORT LINCOLN THOROUGHBRED RACING

Training Facilities Regulations 2022/23

General

The following track regulations will apply at the **Port Lincoln Racing Club** training complex (“The Facility”). These regulations, as adopted by the **Port Lincoln Racing Club** Board, will apply to all persons attending the training facility for the purpose of engaging in activity related to the schooling, education and/or training of horses. Any person failing to observe these regulations shall be subject to such sanctions as may be imposed by the **Port Lincoln Racing Club** from time to time. For the purposes of these regulations, it shall be sufficient for a duly authorised officer of the **Port Lincoln Racing Club** to act independently of the **Port Lincoln Racing Club** Board in relation to imposing such sanction. Trainers and other licensed/registered persons must obey directions of the facility manager/coordinator. The availability of any or all of the facilities is at all times at the direction of the Club or its authorised representative.

Rules of Racing

The Australian Rules of Racing, the Local Rules of Racing and any local Racing SA and/or **Port Lincoln Racing Club** policies & procedures (herein after referred to as “The Rules”) as amended from time to time shall apply to this training facility. All persons using this facility are deemed, by virtue of their activity at this facility, to be subject to the rules.

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1. Training Facilities – entry to and general conditions of use

1.1. *Who may use/enter upon the facility?*

- All persons holding a current license and/or registration issued by Racing SA Ltd or another Principal Racing Authority (“PRA”) – these include Trainers, Stable Foremen, Stable Employees, Track Work Riders, Apprentice Jockeys and Jockeys.
- Professionally qualified persons attending to a horse may also enter the facility for the purposes of performing their duties/functions or providing their services – these include Veterinarians, Chiropractors, Farriers and Horse Transport Operators.
- Registered horse owners and their partners and/or siblings. In the event a sibling is a minor such minor shall be in the company and under the direct supervision and control of a parent/guardian at all times.
- Stewards, the Racing SA Compliance Assurance Officer, officials, and Racing SA/ **Port Lincoln Racing Club** board members and staff members.
- Any person contracted by Racing SA or the **Port Lincoln Racing Club** to perform or assist in performing duties in relation to the taking of samples (whether human or equine) for analysis to ensure compliance with either the rules of racing or relevant WHS requirements.
- Registered thoroughbred racehorses of which the trainer has permission to use the facility.
- Companion horses with the prior permission of the racecourse Racetrack & Property Manager or delegate.
- All licensed and/or registered persons attending the facility must at all times wear a reflective vest when present at the facility during operational hours, and in particular when riding or handling horses in the tie-up stall area.
- All horses must be in the care of a registered attendant at all times while present at the training facility.
- All licensed/registered persons who have been inducted into the track regulations by their employer.

1.2. *Entry/access point to Facility and Tracks*

- All training tracks including the tie up stalls area can only be entered at the point clearly designated for this purpose. All person’s attendant are required to observe signage provided in this regard. Access to the designated point is via the float park to the track crossing or via the eastern access track to the track crossing. These are the only access points to the designated entry and exit point for track work. The previously used northern access track through the public car park that enabled access via the Proper Bay Road footpath is closed and access to the designated point via this route is no longer permitted.

1.3. *Reference to the Rules of Racing*

- The Australian Rules of Racing (“ARR”), the Local Rules of Racing (“LRR”) as promulgated by Racing Australia and Racing SA respectively (collectively referred to as “The Rules”) and any Policies & Procedures, and Official Directions issued by Racing SA and/or **Port Lincoln Racing Club** apply to the use of this facility. A “read only” copy of The Rules and related policies & procedures are available at the **Port Lincoln Racing Club Office** OR alternatively a copy can be made available on request. Any such copy may attract an administration fee, as amended from time to time, to cover publishing costs.

1.4. *Medical assistance available on course*

- All trainers should ensure there is a qualified first aid person on course prior to utilising the facilities.

- If a qualified first aid person in attendance on course during training hours considers it necessary he/she may call for the services of the South Australian Ambulance Service in respect of a particular incident.
- It is a condition of the use of the facility that in the event a person is attended to by a member of the South Australian Ambulance Service and after assessment by the member it is recommended that the person be transported to hospital for observation and/or treatment then such person shall be obliged to comply with the recommendation. Failure to comply with this provision may render such person ineligible to use the facility in the future.
- In the event of a rider falling from a horse and sustaining an injury that prevents them from being moved from the track, all training tracks will be closed for the period that the person remains on the track and until such time as they are moved by the First Aid Officer and/or SA Ambulance Service and the track is declared open by the Racetrack & Property Manager or delegate. The decision as to whether the person may be moved is at the sole discretion of the injured person and/or the First Aid Officer in attendance and/ or the SA Ambulance Officer(s) .

1.5. Notice in respect of the use of “practice” barrier gates

- A set of practice barrier gates will be positioned for the education of horses.
- The use of the practice gates will be at the discretion of the Racetrack & Property Manager or delegate and by arrangement – please ensure these gates are only used at times as agreed with the Racetrack & Property Manager or delegate. The use of these gates is subject to and conditional upon the Trainer or his duly authorised representative being present at all times during the period when they are used. The practice gates will be used primarily for the education of horses in the barrier. Trainers are advised they are to provide their own staff to load horses into the gates.
- When using the practice gates all horses are expected to jump out and continue to gallop/canter away from the gates and return to the tie up stalls using the appropriate route. This route shall be via **the crossing after having travelled past that point, been pulled up and returned to that point of exit** when other horses are waiting to use the practice barrier gates; however, when the gates are being used exclusively by one trainer at a given time, horses may be pulled up after travelling 200m and returned to the gates. However, when “practice” has concluded such horses need to follow the same procedure as described above.
- Horses MUST NOT continue to work beyond the designated jump-out chute when utilising the practice barrier gates.

1.6. Crossing of access tracks and walkways

- All person’s attendant on a horse are to observe strictly the regulations as they apply from time to time when leading horses to and from the track. Such persons are to take due care to ensure their actions in leading a horse does not cause a safety hazard.

2. Training Facilities – fees, schedule of fees and WHS matters

2.1. Training Fees

- Trainers shall pay a training fee (“Fee”) for the use of the facility in accordance with the schedule of fees as determined from time to time. Fees for 2022/2023 are as follows:-
 - \$20 per trainer per week, for the months August to April inclusive
 - Grass gallops, \$25 per horse
 - Official jump outs, \$50 per horse
 - Special gallops, \$60 per horse

A copy of the schedule of fees is available on request from the reception desk at the **Port Lincoln Racing Club** Administration building situated at **Proper Bay Road, Port Lincoln**. All fees exclude GST.

2.2. Debtors Policy

- The **Port Lincoln Racing Club** Debtors Policy shall apply to all Trainers using the facility. The policy which relates to the provision of credit to Trainers by the **Port Lincoln Racing Club** is as follows:
 - Monthly statements will be issued where balances are outstanding. Payment will be required within **30 days** of statement date.
 - Trainers who have not paid their accounts within **30 days** of statement date will be advised that if the payment in full plus an administrative fee of **5%** per month is not received within **14 days**, future access to **Port Lincoln Racing Club** training facilities may be denied.
 - If access to facilities is denied it is only upon full payment of the account in full or a payment plan is agreed upon and met, that access to training facilities will be reinstated.
 - Where any payment tendered by a trainer is dishonoured, all costs incurred by the **Port Lincoln Racing Club** will be passed on to the payee.

2.3. WHS Related Matters

- All persons using the facility shall at all times adhere to any WHS requirements of the **Port Lincoln Racing Club** and without detracting from the generality of any of those provisions’ persons using the facility should particularly take note of the following:
 - Regulations in respect of smoking.
 - Regulations in respect of the wearing of reflective gear.
 - Regulations in respect of the leading of more than one horse by one person.
 - Regulations in respect of the wearing of safety gear by riders of horses as required by The Rules of Racing (AR 121/122&123).
 - Regulations in respect of “Banned Substances” as prescribed by The Rules of Racing ((AR 136 to AR 142).
 - Regulations in respect of presenting to ride track work in a physically fit condition and regulations in respect of pregnant riders as prescribed by The Rules of Racing. (AR 111 & AR 112).
 - In addition to the Rules of Racing, all licensed/registered persons attending the facility in control of horses (whether riding or attending to a horse), shall be alcohol and drug free. Particular attention should be paid to the fact that the **Port Lincoln Racing Club’s** position in respect of alcohol and drugs prescribe a **“zero”** tolerance approach. This means that the detection of any alcohol and/or drugs at any level above **“0”** would lead to a breach of these regulations and other legislative requirements. Please ensure that you make yourself aware of clause 7 of these regulations and the Port Lincoln Racing Club Work Health and Safety Policies and Procedures.

These are available for inspection or purchase of copies from the Port Lincoln Race Club Administration.

- All riders must have feet in stirrups at all times whilst mounted.

3. Training Facilities – horse welfare and rider safety

3.1. Horses Being Led to and from the Facility and at the Facility

- All horses must have a bit fitted to the mouth at all times when being led to or from the facility, or in the precinct of the facility, or while being led at the facility. This is a requirement under The Rules.

When leading a horse, a handler may only lead one horse at a time. A person leading more than one horse at the same time is in direct conflict with WHS provisions. Any such action may lead to the offending person being denied access to the facility. Persons who are found to be in breach of this provision should also be aware, that apart from any action taken by the **Port Lincoln Racing Club**, the person may still be subject to sanction by Racing SA Stewards, having regard for the fact that Racing SA also issued an official direction in respect of the prohibition of a person only being allowed to lead one horse at any given time.

3.2. Lead Pony and Horse Breakers

- Lead ponies will only be permitted with prior approval of the Racetrack & Property Manager.
- Only Horse Breakers who are licensed by Racing SA Ltd as a Trainer, and with the express permission of the Club shall be permitted to use the facilities except the grass track.
- Horse breakers will only be allowed to use the facility with the prior approval of the Racetrack & Property Manager and then only at such times during training hours as stipulated by the Racetrack & Property Manager.
- **Horse breakers are not to use grass tracks.**
- No horse breakers are permitted to train on the facilities.

3.3. Horses Suffering from Skin Disease, Influenza, or any Complaint Causing Discharge from the Nostrils

- Any horse suffering or showing signs of any of the conditions referred to above shall not be brought to the track or be worked at any time until such condition has cleared. Trainers are responsible for self-management of this regulation and if found to be in breach may be banned from using the facilities for a period as determined by the Club.
- In addition, without detracting from the foregoing, and in accordance with AR 90 – a person must not permit a horse suffering from an infectious disease to be brought on to a racecourse or training track, and by extension on to the facility.

3.4. Wearing of Helmets, Safety Vests, Safety Lights and Reflective Gear

- It is a condition of the use of the facility that all riders while mounted on a horse wear the appropriate safety gear – Safety Vest and Helmet as required and described by the Rules. Persons required to wear any of these types of safety gear should acquaint themselves of the standard of gear accepted as detailed in the Rules.
- In addition, all riders must have attached/fitted to their helmet a safety warning light of the approved standard when riding track work before daylight.
- All licensed and/or registered persons attendant at the facility, including those riding horses must at all times wear a reflective vest in addition to a Safety Vest.

3.5. Riding Boots, Safety Irons and Riding gear

- When riding riders must wear appropriate riding boots and riding gear..
- All horses when ridden or saddled must be equipped with a set of safety irons.

3.6. Mobile Phones, i-Pods and other electronic devices

- The use of devices such as mobile phones, i-Pods, MP3 players and other portable communication or entertainment devices is strictly prohibited whilst mounted, riding, leading or swimming a horse.

3.7. Smoking at the Facility

- Smoking while either mounted on a horse, leading, swimming, or while riding track work is strictly prohibited.
- Smoking is not permitted in any indoors facilities on the property or within any other clearly marked designated areas.

4. Training Facilities – track use

4.1. Grass Track

- The Grass Track may be used on such other day as per prior arrangement with the Racetrack & Property Manager or delegate, or as pre-programmed and communicated with relevant persons. The Racetrack & Property Manager has delegated authority to alter programmed grass track gallops as he sees fit. The track is to be inspected prior to use and any risks identified, documented and remedied prior to opening the track.
- The direction of work shall be **anti-clockwise** unless permission is otherwise granted by the Racetrack & Property Manager and then only at the times and dates granted.
- The Grass Track opens at **5.30am (or earlier at the discretion of the Racetrack & Property Manager)** and closes at **9.30am** on designated days - unless otherwise notified. Weather will also dictate when the grass track may or may not be used. Where the designated grass gallop days do not occur, other days may be designated for these gallops to occur. The Racetrack & Property Manager has delegated authority to make such decisions on the use of the grass track. Any use of the grass track outside of these times and not designated by the Racetrack & Property Manager will be deemed a breach of these regulations and will be subject to clause 7 of these regulations.
- Unless notified otherwise, jump outs may be conducted on the grass track at 8.30am if required on designated days. As procedure, requests should be placed with the Racetrack & Property Manager prior to the day when the jump outs are to be conducted. When such jump outs occur, the grass track will be closed to all other horses for that time in which jump outs occur.
- Official jump outs shall be determined by the Racing SA stewards and these dates published by the Port Lincoln Racing Club annually. Required protocols such as colours and identification documents apply to these jump outs.

4.2. Main Sand Track & Dog Track

- The main sand track is open from 5.30am, closed from 9.30am for maintenance, Monday to Saturday, closed Sunday and from 8am on all weekday race days. The track is to be inspected prior to use and any risks identified, documented and remedied prior to opening the track for use.
- The direction of work shall be anti clockwise unless permission is otherwise granted by the Racetrack & Property Manager or delegate and then only at the times and dates granted.
- Entry to the sand track is at the designated track crossing point and exit via gap at the 1200m point back to the designated track crossing point.
- Any use of the main sand track outside of these times and any other as designated by the Racetrack & Property Manager will be deemed a breach of these regulations and will be subject to clause 7 of these regulations.
- Trainers wishing to use the Dog Track are required to observe the usage policy and procedure. This is a condition of access and use and is included in this document as Appendix One.

4.3 Bull Ring

- The Bull Ring is open **seven days but is closed from 8am on race days to 5:30am the next morning.**

4.4 Sand Rolls and wash bay

- No horse shall be left unattended in a sand roll or wash bay.
- Any manure shall be removed by the trainer or their stable staff immediately after use and placed in the bins provided.

4.5 Early Closure of Facilities

- All working tracks and facilities will close at **8am** on weekday race days and official Barrier Trials will only be run after day meetings through the due Racing SA Ltd process.

5. General conditions in respect of the facility

- No grazing shall be allowed on any racing and training surfaces.
- The use of the facility, especially the grass and sand tracks are subject to favourable weather conditions.
- **Port Lincoln Race Club** employees are at no time to lead, saddle or otherwise attend to horses, including assisting with loading of horses into gates for Barrier Trials or Jump-Outs, unless appropriately licensed to do so and authorised to do so by the **Port Lincoln Race Club**.
- No dogs are permitted on any part of the racecourse.
- No horse shall be ridden against the flow of work unless the rider has the express permission of the Track & Property Manager or delegate
- When markers (either inside or outside) are placed so as to define a section of the track to be used for training, no horse shall be ridden outside the designated training area.
- No person shall ride any horse which is not fully saddled and bridled.
- Unless the feet are “kicked out” of the stirrup irons upon the rider having concerns for his safety, all riders will ride with their feet in the stirrup irons.

6. Procedure in event of fallen rider or loose horse

- All persons attendant on/at the training facility shall at all times adhere to the procedures in relation to incidents occurring which has the effect of either a rider falling and/or a horse falling and/or becoming loose. In these circumstances track work is halted until such time as the facility is safe to be re-opened.

7. Breaches

- Any person in breach of these regulations and/or the Rules of Racing may be penalised. Penalties can include warnings, fines and suspension from access to training facilities.

8. Other Policies

- The following Industry Policies apply to all persons using this facility:
- Anti Discrimination Policy
- Racing SA Racehorse Welfare Policy
- Anti Bullying Policy
- Incident Reporting and Investigation Protocol

APPENDIX ONE

DOG TRACK POLICY AND PROCEDURE

POLICY

To provide opportunities for licensed trainers to prepare horses for racing in an area of land on the property of the Port Lincoln Racing Club Inc known as the dog track.

PROCEDURE

To provide a safe set of practices for working horses in this training area and acceptance of these procedures by users of the dog track

TERMS AND CONDITIONS OF USE

- Horses/Riders are permitted to work on the track from 5.30am up until 10am daily unless advised that the track is closed whilst maintenance is being undertaken.
- Vehicle access to work horses is from 10am until 5pm daily unless advised that the track is closed whilst maintenance is being undertaken.
- Horses/Riders are to work towards the inside of the track.
- Horses/Vehicles are to work towards the outside of the track.
- When horses are being led off vehicle the handler is to close the access gate on completion of working horses.
- At 5pm daily the vehicle access gate is to be shut.

Users are requested to report any essential maintenance issues to the Port Lincoln Racing Club Racetrack & Property Manager.

Users agree and acknowledge that by accessing the training area known as the dog track that they have inspected the area prior to use and agree to the terms and conditions of use in the said training area.

APPENDIX TWO

ANTI-BULLYING POLICY

INTRODUCTION

The Port Lincoln Racing Club is committed to providing a safe work environment that is free from inappropriate behaviour.

This policy aims to prevent workplace bullying and is to be made available to all workers.

SCOPE

This policy applies to all people working in and for the Port Lincoln Racing Club. This includes, but is not limited to: employees, contractors, subcontractors, trainers, work experience students, volunteers, Board members and suppliers.

WHAT IS WORKPLACE BULLYING?

For the purposes of this policy, workplace bullying means repeated behaviour unreasonably directed towards another worker or a group of workers, creating a risk to health and safety.

Repeated behaviour refers to persistent behaviour that may include a range of behaviours over time.

Unreasonable behaviour means behaviour that a reasonable person, in all of the circumstances, would see as unreasonable.

Risk to health and safety means the possibility of danger to health and safety and is not confined to actual danger.

Repeated unreasonable behaviour that may constitute workplace bullying includes, but is not limited to:

- Intimidation
- Coercion
- Threats
- Humiliation
- Shouting
- Sarcasm
- Victimisation
- Terrorising
- Unreasonable work expectations
- Physical abuse
- Verbal abuse
- Belittling
- Harassment
- Isolation
- Disrespect
- Discrimination

Workplace bullying is not limited Port Lincoln Racing Club's physical worksite. For example, a person may engage in workplace bullying through social media.

Single incidents of unreasonable behaviour can also present a risk to health and safety and will not be tolerated. A person may raise a single incident of unreasonable behaviour in line with the Port Lincoln Racing Club Complaint Policy.

BEHAVIOUR NOT AMOUNTING TO WORKPLACE BULLYING

Reasonable management taken by operational staff to direct and control the way work is performed is not considered to be workplace bullying if the action is taken in a reasonable manner.

REPORTING

If you feel you have been subject to workplace bullying or you witness behaviour you believe amounts to workplace bullying, you should bring the matter to the attention of the Port Lincoln Racing Club through the complaint procedure.

The relevant supervisor or Board member will speak to the parties involved as soon as possible to seek a resolution to address the workplace bullying.

If the matter cannot be resolved, or if the matter is considered to be of a serious nature, the matter will be referred to Racing SA for their deliberation.

All complaints and reports in respect of workplace bullying will be treated as strictly confidential, so far as the situation allows.

CONSEQUENCES FOR BREACH

Disciplinary action up to and including dismissal may be taken against a person who is found to have conducted themselves in breach of this policy.

IMPLEMENTATION

This policy was implemented by the Port Lincoln Racing Club Board on 15th July 2021.

All licensed persons to train are required to complete and return to the Port Lincoln Racing Club the details below as a condition of access and use of the training facilities. A copy will be kept on file for record keeping purposes.

I agree to abide by the training facilities regulations, procedures and policies as outlined in this document.

Signed _____

Date _____