

NPS CODE OF CONDUCT FOR JUDGES

AMENDED NOVEMBER 2015

This code of Conduct runs in conjunction with the Rules for Judges in the current NPS Rules Book and should be read carefully by all judges.

- 1.** All NPS Judges must be current NPS Members in order to be eligible to judge and to be covered by insurance.
- 2.** All NPS Judges must attend an NPS Judges Conference/Training Day at least once in every **four** years in order that judges will be aware of the reasons for rule changes; with special regard to Health & Safety, Child Protection issues etc.
- 3.** Judges must return their Annual Return Forms by the deadline date. Only one reminder letter will be sent before penalties are imposed.
- 4.** A Judge should always check that they are eligible to judge the classes they have been invited to judge, such as number of qualifiers leading to championships. Always ask the Show Secretary for full details of all sections you are to judge. Always check the schedule when you receive it and if you find you are unable to judge a class, contact the secretary immediately.
- 5.** NPS Judges must apply all specific rules of judging to all NPS classes that are official qualifiers as well as those classes that are not qualifiers but are scheduled to be judged under NPS rules. For example; at least 6 ponies to be stripped in ridden classes, correct biting for type of class etc.
- 6.** Judges should reply in writing either accepting or declining an invitation to judge within two weeks of receiving the invitation. If for some reason beyond your control you are unable to fulfil a judging commitment, then you must personally contact the show secretary, giving your reasons and offering to find a replacement. (Text messaging is unacceptable as a way of communication).
- 7.** Judges must try to avoid judging the same section in an area more than once during the season.
- 8.** Judges must not accept any hospitality from an exhibitor and should avoid staying with a potential exhibitor at shows where they will be judging.
- 9.** Judges should always be smartly and appropriately dressed according to the weather and wear a hat.
- 10.** Judges are advised to make prior arrangements with the show secretary regarding their travelling expenses and accommodation. If possible, submit expense forms to the secretary on the show day.
- 11.** Judges should always check the details of the classes they are to judge prior to commencing judging. The judge should carry schedules and NPS Rules Book.
- 12.** Judges should arrive on the showground at least half an hour before they are due to start judging and report to the secretary. Make sure you have a contact number for the Secretary, so that should you be delayed, you can inform them of your progress so that they can make alternative arrangements if necessary.
- 13.** Judges should acquaint themselves with the ring they will be judging in and arrange to meet their stewards at an appointed time. Before judging commences discuss with your steward the procedure you would like to use while judging, such as where to line up, corner to use for change of rein etc. Also, make sure the rosettes, qualifying cards etc are all accessible for awarding at

the end of the class. Whenever possible issue instructions regarding the conduct of the class through your steward. Always thank your steward at the end of your classes.

- 14.** At the show, judges should avoid meeting exhibitors or their helpers on the day of the show prior to entering the show ring for judging.
- 15.** A judge should not call any exhibitor by their name in the ring and should remain impartial during the judging at all times. A polite 'Good Morning', 'How old is your pony' is sufficient.
- 16.** A judge must be seen to be 100% unbiased and fair, every exhibitor receiving the same amount of time and attention during judging. Remember they have all spent the same amount of entry fees to come into your class and every pony should be judged accordingly.
- 17.** Judges should be open to questions from exhibitors regarding reasons for the placing of their animals but keep your reasons brief and discreet.
- 18.** Judges should present the rosettes at the end of the class but first check that there is not a sponsor waiting to carry out the presentations. When the class has been completed, ask the steward to dismiss the class.
- 19.** Judges should take into account the condition of overweight/underweight ponies when judging and reflect this in their placements.
- 20.** It is strongly recommended that judges of all affiliated NPS classes and those that are to be judged under NPS rules do not touch ponies except where Breed Society rules allow.
- 21.** Judges should report to the show secretary any Health and Safety incidents that occur during judging and complete the relevant forms.
- 22.** Judges must report any judging or ring irregularities to the show secretary, such as delays, amalgamation of classes, course building faults, uneven surfaces etc.
- 23.** Judges must report to the show secretary any competitor or pony irregularities such as non-eligibility for classes, competitor rudeness, conflict of interest, etc and provide all relevant details
- 24.** Rules covering Horse of the Year Show qualifiers appear in a separate rule book available from Horse of the Year Show (www.hoys.co.uk) Judges must acquaint themselves with these rules before judging a Horse of the Year Show qualifier.