

ALBERTA HIGH SCHOOL RODEO ASSOCIATION SANCTION FORM

All blanks must be filled in or approval on the sanction will be delayed or refused.

Rodeo: _____ Town: _____

Dates: _____ District: _____

Physical address (directions if needed): _____

Indoor or Outdoor Arena: _____

Junior High Rodeo

Day 1-Date: _____ Start Time: _____

Day 2-Date: _____ Start Time: _____

If rough stock is being held on one day only, please indicate which day it is being held on: _____

High School Rodeo:

Day 1-Date: _____ Start time: _____

Day 2-Date: _____ Start time: _____

If rough stock is being held on one day only, please indicate which day it is being held on: _____

Cutting: YES _____ NO _____

Day 1-Date: _____ Start time: _____

Day 2-Date: _____ Start time: _____

Reined Cow Horse: YES _____ NO _____

Day 1-Date: _____ Start time: _____

Day 2-Date: _____ Start time: _____

Physical address of cutting/RCH (if different than rodeo): _____

Light Rifle: YES _____ NO _____ Date: _____ Time: _____

Trap Shooting (HS only): YES _____ NO _____ Physical Address: _____

*Please refer to page 10 of the sanction form if you are planning on offering shooting.

Host Committee Contact:

Name: _____

E-mail: _____

Cell Number: _____

E-mail to send rodeo documents to if different than above: _____

E-mail for e-transfers to be sent to for turnout fees and/or fines: _____

FOR OFFICE USE ONLY:

Received: _____ On-line Entries: _____

Sent to Executive: _____ Call in Date: _____

Approved by Executive: _____ Google Calendar: JH _____ HS _____

Approval Email Sent: _____ EQuest Events: JH _____ HS _____

Approved by Committee: JH _____ HS _____

Published on Website: JH _____ HS _____

Hospital Name: _____ Ambulance: _____
Hospital Address: _____ Hospital Phone #: _____

Rough Stock Contractor:

Junior High-Name, cell #, email: _____
Are steers or ponies being used for JH bareback & saddle bronc? _____
High School-Name, cell # & email: _____

Timed Event Contractor:

Junior High-Name, cell #, email: _____
High School-Name, cell # & email: _____

Goat Contractor:

Junior High-Name, cell #, email: _____
High School-Name, cell # & email: _____

Bull Fighters: 1. _____ 2. _____
Pick Up Men: 1. _____ 2. _____
(Minimum required is 2 bull fighters & 2 pick up men. MUST be 18 years of age)

Timed Event Judges: 1. _____ 2. _____
Rough Stock Judges: 1. _____ 2. _____
Timers: 1. _____ 2. _____

Announcer: _____

Arena Director: _____

Rodeo Secretary (doing the results at the rodeo): _____

Vet on site (minimum, on-call): _____

Vet Phone Number: _____

Will there be a food truck/concession on site? YES _____ NO _____

Stalling Information (types of stalls, cost, if it's mandatory, etc.) _____

Do Stalls need to be cleaned out? YES _____ NO _____

Contact Info for Stalls: _____

Self-penning: YES _____ NO _____ Details: _____

Spread or Pile Manure: _____

Camping Fee: YES _____ NO _____ Details: _____

Host Hotel: YES _____ NO _____ Hotel Rate: _____

Hotel Name: _____ Phone #: _____

Address: _____

Parking Information: _____

Special Events: _____

*** It is the host committee's responsibility to cover any insurance that they wish to have beyond what the AHSRA provides as an association.

***Each committee MUST have sufficient workers for the following jobs: arena entrance & exit, stripping chute, roping chute, tractor driver, stock sorting & loading.

***If any changes need to be made in regards to any of the information on this form, you must notify the Sanction Secretary @ ahsradata@gmail.com ASAP and she/he will communicate that with the district executive. Changes may affect the approval of your rodeo.

Condition of Approval

We the undersigned agrees to conduct the AHSRA sanctioned event in accordance with current rules in the NHSRA rulebook and any AHSRA specific rules.

Authorized Signatures:

1. Name (Print): _____

Email: _____

Phone #: _____

Signature: _____

2. Name (Print): _____

Email: _____

Phone #: _____

Signature: _____

FEE SCHEDULE: A sanction fee of \$200 for EACH performance & Division is payable to the AHSRA. All rodeo sanction fees must be paid when sanction form is submitted.

Example: If a committee is hosting 2 JH & 2 HS performances, the fee would be \$800. Cutting, RCH & shooting events do not cost extra if scheduled with a rodeo. Stand alone sanction fee for Cutting, Reined Cow Horse or the Shooting Events is \$100/performance.

*If the rodeo is cancelled, the host committee forfeits the sanction fee.

Total Sanction Fee: \$ _____

Sanction forms will not be presented to executive until sanction fees are paid in full.

Cheques can be made out to AHSRA and mailed to the current Provincial Secretary. Address is on the website. E-transfers are also accepted, please send to: ahsraoffice@gmail.com. Sanction form is to be emailed to the Sanction Secretary at ahsradata@gmail.com

DEADLINES: Spring rodeo sanctions forms must be submitted by January 15th.

Fall rodeo sanction forms must be submitted by June 15th.

All sanctioned rodeos must be approved by the district executive:

HS President: _____ JH President: _____

HS VP: _____ JH VP: _____

HS Secretary: _____ JH Secretary: _____



AHSRA/NHSRA SAFETY POLICY FORM

STATE/PROVINCE/DISTRICT _____

RODEO LOCATION: _____

AMBULANCE PROVIDER: _____

DEDICATED TRAINED INDIVIDUAL (MINIMUM ACCEPTED: EMR) _____ YES _____ NO

NAME AND CONTACT INFO: _____

AED (Automated External Defibrillator) ON SITE _____ YES _____ NO

FIRST AID SUPPLIES INCLUDING THOSE TO TREAT AIRWAY EMERGENCIES _____ YES _____ NO

HOSPITAL: _____

TELEPHONE NUMBER: _____

Signature and Date

****It is the responsibility of the Host Committee to ensure that proper Medical Personnel are present****

RODEO SANCTION & APPROVAL PROCESS

- It is the job of the Data Secretary to find and secure host committees within each district interested in hosting a sanctioned AHSRA rodeo. This will be done by contacting past committees and potential new committees.
- All blanks must be filled in or approval on the sanction will be delayed or refused.
- Sanction fees must be submitted to the Provincial Secretary when the sanction form is submitted to the Data Secretary. Rodeos may not be approved without the sanction fee being paid.
- **SANCTION FEES:** A sanction fee of \$200/performance/division is payable to AHSRA. If a committee is hosting a stand alone event only in the case of Cutting, Reined Cow Horse or the Shooting Events, the sanction fee is \$100/performance. EG. If the committee is hosting 2 JH perms and 2 HS perms on the same weekend, the fee is \$800.00. Cutting, RCH & shooting is included in that fee. The only time the \$100/perf is charged for Cutting, RCH or Shooting is if it is a sanctioned event on it's own weekend with no rodeo.
- **ENTRY FEES:** The following is the breakdown of entry fees that are charged at all AHSRA sanctioned rodeos:
 - Barrels and Poles – \$25
 - Timed Stock events – \$35
 - Junior High Rough Stock – \$35
 - High School Rough Stock – \$60
 - High School Cutting & RCH - \$35
 - Junior High & High School Light Rifle - \$25
 - High School Trap Shooting - \$35
- The host committee agrees to conduct the AHSRA sanctioned rodeo in accordance with current rules in the NHSRA rulebook and any Alberta specific rules laid out in the Policy & Procedures manual.
- The data secretary will send out the sanctions that have been received to the appropriate districts and the executive will approve if they are satisfied that the rodeo personnel, stock contractors, and any official or extra activities listed on the sanction form are suitable for the requirements needed for a successful event.
- If there are any concerns on the form, it is the job of the district executive to contact the data secretary for clarification or suggest changes to make the event a success.
- The district executive may not approve the sanction if they feel it is not in the best interest of the membership of their district or division.
- If the executive approves the information on the sanction form, they must sign the form and return to the data secretary who then forwards to the provincial secretary whom gets approval from the National Director and the NHSRA.
- If there are any changes to the personnel that is listed on the sanction form, it is the host committee's responsibility to inform the data secretary & the district executive. This may affect the approval of the rodeo.

- The host committee determines if they are going to award prizes and/or payout and how many placings. EG, by performance or over the average of the number of performances.
- If a committee is awarding payout on the average, it is their responsibility to calculate the average placings.
- NHSRA Rulebook, Page 150, VI. 6. No points towards the All-Around shall be allowed from the Shooting Events.
- The host committee MUST get approval from the provincial board if they wish to use the AHSRA logo or the letters A.H.S.R.A.
- Data secretary is responsible for posting all information for an approved rodeo on the respective pages on the website, eg. Dates, times, location, directions, stalling, special activities, etc.
- Committees cannot charge an admission fee to a contestant at a sanctioned rodeo.
- It is up to each rodeo committee if they will accept cheques, etransfers or cash for payment of entry fees at their rodeo. If they choose to accept personal cheques and any come back NSF, it is up to that committee to recover the funds from the person that wrote the NSF cheque. The provincial office can supply the committee with contact information of the person that wrote the NSF cheque.
- Data secretary will set up the rodeo for on-line entries and call in entry changes.
- All timed events are timed to the 10th, except barrel racing & pole bending is timed to the 1000th with an electric eye. A back up watch time to the 100th must also be taken in case of an electric eye timer failure
- In the cutting event, a score of 60 is considered a zero (0) score.
- All stock used in the junior high build a cowboy events, bareback, saddle bronc, bull riding and in the high school bull riding must have their horns tipped to at least the size of a half dollar coin
- The contestants must hand in a parent release form before competing at each rodeo when paying fees. They CANNOT compete until the rodeo office has received the parent form and entry fees.
- AHSRA sanctioned rodeos are set up that each performance is a separate rodeo except when it comes to finals. Junior high and high school finals have 3 go rounds and you are expected to compete in all 3 performances.
- The education coordinator will pick up the parent release forms once the kids have all paid their fees for the weekend.
- The host committee must provide all 3 judge's sheets for each event to the data secretary on the Sunday evening or Monday morning after a rodeo is complete. The email is: ahsradata@gmail.com This is very important so results can be posted on the website ASAP. The originals then must be sent to the data secretary via Express Post mail as they are the official documents of the AHSRA. Address at bottom of this document.

SAFETY POLICY

Each sanctioned rodeo and finals must have the following as a minimum

- Basic Life Support Ambulance is mandatory where a rodeo is held without hospitals, with the option to call in another ambulance for transport if needed, but the following are the minimum standards accepted:
 - Minimum of an Emergency Medical Responder (EMR) on site where a basic life support ambulance is located in the town.
 - To be consider adequate, safety personnel must have: Automated External Defibrillator (AED), first aid supplies, backboard & neck stabilizer
 - Mobile treatment unit with an EMR is acceptable at rodeos where a basic life support ambulance is located in the town
- On the sanction forms, committees must provide the name of the nearest hospital to the rodeo site and the contact information of emergency responder and/or company who will be on site.
- There must be a reliable landline or cell phone signal.
- The rodeo will not start or continue without the EMR on site and/or ambulance present. If the emergency personnel are busy with a contestant or if the ambulance left the site with another contestant, the rodeo is stopped until they are available again.
- It is the responsibility of the adult district executive in attendance to ensure the safety protocol be communicated and followed by the host committee.

VETERINARIAN AND CARE OF INJURED LIVESTOCK

- A veterinarian must be at minimum, ON CALL for each performance with the proper equipment should it become necessary to euthanize an animal. Ideally a vet is in attendance.
- A suitable conveyance, such as a stone boat, must be available to remove stock from the arena and tarps to cover or surround an injured animal.
- All injured and/or crippled livestock must be attended by a qualified veterinarian, be isolated from other livestock and/or removed from the premises.

SAFETY AND ANIMAL WELFARE RULES

- Applies to all sanctioned AHSRA events.
- Refer to the NHSRA rulebook on their Animal Welfare Policy
- Contestants are not allowed to run horse(s) down the arena or lope circles prior to their run in the rodeo arena. Contestant will be disqualified from the event and asked to leave the arena.
- Contestants doubling on horses is not permitted and is subject to further discipline.
- Contestants are not allowed to ride a horse bareback in a halter at any AHSRA sanctioned event. A full bridle/hackamore is required. Contestants not adhering to the rule will be subject to further discipline.

ADDITIONAL AHSRA EVENT RULES

- **TEAM ROPING:**
 - AHSRA allows only 2 loops in team roping at qualifying rodeos and provincial finals.
 - AHSRA does not support the optional draw partner rule in all team events.
- **STEER WRESTLING:**
 - Steer wrestling contestants cannot touch the steer after it has been thrown once the flag has been dropped unless it is to aid the animal in regaining it's feet. If the contestant should touch the steer for any other reason, it will result in a no time.
- **TIE DOWN ROPING & RIBBON ROPING:**
 - A 5 second penalty will be given if the rope brings the animal backwards (between 10 and 2 on a standard clock) with the animal landing on his back or head with all four feet in the air.
- **ALL TIMED EVENTS EXCEPT BARREL RACING & POLE BENDING:**
 - Alberta uses a 30 second time limit in all of the timed events except barrel racing and pole bending.
- **BREAKAWAY ROPING:**
 - Bell collar catch is required in the High School breakaway roping.

GROUND, FACILITY, WEATHER & ORDER OF EVENT POLICY

- **GROUND:**
 - Rodeo personnel/committee cannot cancel just one event. The whole rodeo must be cancelled. A contestant always has the option to turn out of the rodeo if they have safety concerns. Applicable fines will apply. It is the responsibility of the committee to supply the safest ground conditions possible at the specific rodeo.
- **FACILITY:**
 - If at any AHSRA event, a contestant or any person(s) associated with a contestant should not comply with the following:
 - Parking or stalling directions from the host committee
 - Committee requests to clean up their site/stall upon leaving
 - Causes any damages to the venue or facility

The AHSRA will be made aware of these infractions or situations and the contestant that is not complying with the committee's directions or requests will be fined \$50.00, payable to the committee plus any damages that have to be repaired.

- **WEATHER:**
 - The arena director & district executive will decide whether to continue the rodeo due to inclement weather or arena conditions. Postponements will be decided by the district executive that are at that specific rodeo.

- **ORDER OF EVENTS:**

- The only time the event order can be manipulated is due to safety or animal welfare concerns,
- It must be recommended by the host committee, arena director and final approval from the National Director.
- The entire process must be documented and a copy kept at the district level and forwarded to the provincial office.

RESULTS

After the rodeo is over, it is very important that all 3 judge/timer sheets for each event be emailed immediately to: ahsradata@gmail.com. These are the official documents the AHSRA uses to award the points. Without all 3 sheets we cannot audit the rodeo properly.

Please then send the original sheets via **EXPRESS POST/PRIORITY POST** the first working day after the rodeo to:

Jamie Thorsteinson

Box 31

Botha, AB. T0C 0N0

403-740-3575

Thank you for your support of the AHSRA. We encourage you to review the Policies and Procedure Manual and the NHSRA Rulebook before your event.

HOSTING LIGHT RIFLE AND/OR TRAP

Rodeo committee responsibilities:

- The committee organizing the rodeo will have the assistance of the district shooting director and provincial shooting director. The district shooting director will oversee the shoot on the day of competition.
- Time: choosing a date and time that will have as little conflict as possible with the rodeo.
- Venue- a gun range is preferable but in the event one is not available, a pasture or field that has a safe location and back stop (hill, bales, etc) is sufficient. The shooting director can also assist with this.
- Entry fees- set by AHSRA
- Working with the shooting director to find range safety officers if required
- Prizes- payouts and prizes that are equivalent to other rodeo events. Finding a local hunting store to sponsor would be great.
- Assisting the shooting director to find help with setup, takedown and scoring. Volunteer Parents under the shooting director's supervision is sufficient for scoring.

District shooting director responsibilities:

- Assisting the rodeo committee with finding a range if required.
- Finding Range Officers if required
- Obtaining the list of participants
- Ensuring proper firing lane layout, lane definition, and proper target position.
- Obtaining targets for the day of the shoot from the provincial directors.
- Gun check in, ammunition check, and organizing the safe handling of firearms prior to the competition starting. It is the range safety officer's duty once kids are called to the firing line.
- Finding parents to assist with gun check-in, scoring, set-up and takedown.
- Scoring and timely submission of scores to rodeo office.
- Having a good understanding of the NHSRA rules and having a copy on-site
- Have enough qualified safety officers (1 for every 5 kids)