

British Team Chasing – Affiliated Events Administrative Guidelines

Amended - December 2023

1. **GENERAL**

Team Chasing is designed to be for the enjoyment of ordinary hunting and riding people. The course should be within the capabilities of the standard of the rider for whom it is designed, both to ride it safely and to enjoy doing so.

2. **THE SPORT**

Team Chasing is a mounted sport for teams of three or four persons performing as a team over a cross country course against the clock in a certain defined manner. A team's finishing time is the time taken for the first three riders of a team to complete the course after any penalty time is added or deducted as required.

3. **SITING**

Before choosing and building a course, the following factors require consideration:

- Access and egress to and from the course for cars, horseboxes, administrative vehicles, medical and veterinary vehicles.
- Proper medical and veterinary access, including Ambulances and other vehicles, to all parts of the course.
- Suitable and proper car and horse box parking arrangements.
- The safety of spectators, particularly at likely popular viewing places, the start and finish, the collecting ring, practice fences, etc.
- A good viewing site for spectators will generally enhance the popularity and financial success of an event.
- The suitability of the natural features of the land to be utilised in the course design to maximum effect.
- The ability, both financial and physical, to construct a course suitable for the type of event to be run.
- The importance of siting the commentary box in a position most suitable for best vision for the commentator and his assistants.
- The importance and difficulty of setting up the organisation to properly run an event of the chosen calibre. It is vital that there should be no lack of help to administer all the various functions that will be required to make such an event successful.
- It is likely that at least 75 volunteers will be required to run a Team Chase safely and successfully.

4. CALENDAR OF EVENTS

The Governing Body will produce a calendar of events for the Autumn and Spring Seasons well in advance. Dates, and postponement dates, must be agreed in advance of publication with the Governing Body. There will be only one Open event on each weekend date, which is entitled to send up to two qualified teams to the BTC National Championship.

5. PRIZE MONEY

The level will be dependent on the generosity of Organisers and Sponsors and should be appropriate to the standard of the competition and take into account the entry fees charged. Winners should not normally receive more than one third of the total prize fund and all monetary prizes should be set at a figure which is divisible by four. Prizes in kind are generally acceptable for Optimum Time Classes.

6. OPTIMUM TIMING

Where an optimum time is employed it should be in the region of 425-475 metres per minute for Novice and 475-525m/min for Intermediate classes.

7. RESULTS

Provisional results should be available within a few minutes of the last team completing the course, and prize giving should occur as soon as possible afterwards and certainly within 30 minutes of the conclusion of the event. A large scoreboard displaying results and times is recommended. Competitors and spectators should be encouraged to attend prize-giving in their Team Colours, not least as a compliment to sponsors, landowners and organisation. Prize-giving should be well-presented and properly audible – they are the showcase of the sport.

8. COMMENTATOR

The commentator should be kept well informed about participants and their horses. From a public viewpoint, the chosen commentator has a great influence on the success of an event, and he must always strive to maintain interest, not least by giving up-to-date results, times, other background information and matters of interest. He should also mention Sponsors whenever possible. A knowledge of Team Chasing on a national basis is essential for those commentating on Open Qualifiers.

It should be remembered that the commentator is not in charge of scoring, timekeeping or collecting correct results. He is in charge of relaying to the public correct information and results fed to him by the Organisers.

9. PUBLIC ADDRESS

The public address system should reach as much of the course and area covered by the event as is possible, and in particular should cover the horse box parking area. The P.A. system should not be used for event administration.

10. PRESENTATION OF OPEN QUALIFIERS

It is recommended that Open Classes should whenever possible take place in the middle of the day to maximise spectator numbers.

11. PROGRAMMES

All BTC Affiliated Events should produce a programme in either electronic or printed form.

12. TIMELINESS

It is important for an event to run as close as possible to its advertised or allotted times, which can require considerable additional organisation in a busy period. In the case of competitors, spectators and sponsors, the success or otherwise of a particular event is often partially judged on its timeliness.

13. ENTRY FEES

As a guide Events should charge a minimum entry fee of £140 per team for Open Classes, £120 per team for Intermediate Classes and £100 per team for Novice Classes. Clarification of individual event guidelines in respect of entry fee refunds in the event of cancellation or postponement should be made clear in the event schedule.

14. SIGNING OF EVENTS

Routes to and from events should be well signed.

15. TEAMS ON THE COURSE

Organisers will have to judge how many teams can safely and prudently be accommodated on the course at any one time. In an Open Class it is recommended that not more than one team should normally be on the course at the same time, except in exceptional but safe circumstances. In other classes, it is suggested that two teams on the course simultaneously will normally be sufficient.

16. COURSE REPAIR

Better-built courses require fewer repairs on the day. Hold-ups for course repair should be avoided, but too many vehicles all descending on one fence to repair it can also be counterproductive in other ways. Often more than one repair gang is required for course repair during an event, and as a guide one 4WD vehicle with two men, materials and tools is sufficient for every 10-12 fences.

17. WEBSITE

Team Chasing has its own website (at www.teamchasing.co.uk). Organisers are asked to give full details of their events including course descriptions, start times and results to the website operators, who will try to ensure that these are all included on the website.

18. TEAM COLOURS

It is recommended that all Open Teams are encouraged to wear team colours. Team colours are mandatory in the BTC National Championship final and are strongly recommended to be worn at all prize-giving.

19. SCREENS

Organisers should ensure that at least two sets of mobile screens capable of being transported quickly across the course are available. These are to be used to ensure that any serious incident that occurs involving a horse and/or rider is screened, so far as is reasonably possible, from members of the public. It is suggested that one set of screens is carried in the horse ambulance and a second set is available to be deployed quickly from a central point. It is essential that both sets are with different officials in different sections of the course for quick attentive action in the event of either an equine or human accident.

20. COURSE PLANS

Large scale course plans should be publicly displayed from the moment when the course is available to be walked. If course plans are not available in a digital format via a website or app then smaller scale course plans should also be available near to the start of each course, or at the first fence.

21. SERIOUS INCIDENTS

It is recommended that Organisers have a dedicated Serious Incident Manager who does not have any other role on the day of the event. In the event of a serious incident at any event, it is essential that all important and related communications is taken off the principal radio channels, and either moved to an alternative channel (which can be achieved discreetly via a radio call sign, or a telephone call to a mobile phone); or for such communications to be conducted via mobile phone only. A dedicated emergency channel should be set up in advance on the radio system.

=====END=====

Attachments:

Appendix A – Stopping Procedure

Appendix B – Duties of the Course Controller

Appendix C – Sample Accident Report Form

APPENDIX A

STOPPING PROCEDURE

This procedure applies to all classes run under the rules and regulations of British Team Chasing.

1. On arrival at their dedicated stopping point, the personnel concerned shall establish a permanent stop point marker at least 80m before their stop point location. This may be a coloured peg driven into the ground or even the previous fence.
2. When ordered to do so by Control, the stop point person shall stand in the track; at least 50m further on from their stop point marker, wave a red flag at waist height and shout the word "STOP". As the third horse in the team passes the stop marker, a stopwatch shall be started.
3. Once the team has been stopped, the stop point person shall point out the position of the stop point marker to the team and instruct them that, when signaled to do so, they may go as far back along the track from the stop point marker as is necessary to regain a good pace before re-starting. If the stop point marker is the previous fence, competitors must be instructed to bypass that fence in order to re-gain the track.
4. Only when instructed to do so by Control, the stop point person shall instruct the team to re-start. As the first horse in the team passes the stop point marker, the stopwatch shall be pressed and the total stop time of the team recorded. This time shall be communicated to Control as soon as possible so that they may pass it on to the scorers who will deduct this time from the total elapsed time of the team around the course.

APPENDIX B

DUTIES OF THE COURSE CONTROLLER

1. The central point of information collation, decision making and instruction in all matters regarding the running of the course during the event.
2. Responsible for deciding that all course conditions and requirements have been met prior to allowing teams to run.
3. Instruct Start when to dispatch teams onto the course, having due regard for safety and the location of the previous team on the course. It should be a defined principle that a second team should not be started on the course until the previous team has passed the first dedicated stopping point.
4. Oversee the progress of teams on the cross-country course and communicate with fence judges and emergency personnel.
5. Holds the ultimate decision with regards to a rider or team being allowed to continue on course.
6. In the event of an incident on the course, dispatch emergency services to the correct location and, if required, stop the next team on the course at the dedicated stop point previous to the incident location.
7. Monitor any incident and assist with requests from emergency services, via the dedicated radio channel, to provide appropriate back up or additional services if required.
8. Ensure the course is clear of all vehicles after any call for their services before issuing an instruction to the appropriate stop point to re-start a held team on the course.

APPENDIX C

BRITISH TEAM CHASING ACCIDENT REPORT FORM <i>(Please circle or fill in where appropriate)</i>				
SECTION 1				
Name of Event		Date		Time
Rider's Name		Male/ Female	Team No. and Bib Colour	
CLASS	MINI	NOVICE	INTERMEDIATE	OPEN
Severity of Rider's Injuries	No Injury	Slight (i.e. sprains, slight cuts and bruises)		Serious (i.e. fractures, hospital treatment, potential concussion)
Was medical assistance offered?	YES / NO	Was medical assistance accepted?		YES / NO
SECTION 2				
Did the Fall involve a fence?	YES / NO	Fence No.		Location on Course
Description of Accident (What happened?)	<i>2024 Rider fall data collection - please note whether the fall could have resulted in a head impact (did head, neck or body (not inc limbs) touch the ground or fence) to the rider or not and whether the fall occurred on the flat, prior to or on the landing side of a fence. Did the rider remain on their feet? If unseen please state this.</i>			
Accident Type	Horse and Rider both fell		Rider Unseated	
Did the horse slip?	Yes		No	
Ground Conditions	1 Deep 2 Heavy	3 Slippery 4 Good to Soft	5 Good 6 Good to Firm	7 Hard 8 Rough/Rutted
Weather	Windy	Light Rain	Heavy Rain	Poor Visibility (i.e. fog, mist, etc.)
SECTION 3				
Was the horse injured? (Did vet attend?)	YES			NO
	NAME OF VET			
Signature of person completing the form		Telephone Number.....		
Address:				
Please Print Name:		Position Held:.....		
Date and Time Form Completed:				
Signature of Witness Present		Telephone Number.....		
Address:				
Please Print Name:				
Date and Time Form signed:				
<p>EXPLANATORY NOTES: IT IS IMPORTANT THAT THIS FORM IS COMPLETED ACCURATELY AND SUBMITTED PROMPTLY. INFORMATION ABOUT ALL FALLS AND INJURY ACCIDENTS WILL BE COLLATED, ANALYSED AND ACTED UPON IN ORDER TO IMPROVE THE SAFETY OF OUR SPORT. A COPY OF THIS FORM MUST BE COMPLETED IN FULL FOLLOWING THE OCCURRENCE OF A FALL. THE FORM SHOULD BE COMPLETED BY A FENCE JUDGE OR OTHER COURSE OFFICIAL AND SHOULD BE SUBMITTED TO THE GROUND JURY ON THE SAME DAY AS THE FALL.</p> <p>ALL FORMS SHOULD BE RETAINED BY THE EVENT AND MADE AVAILABLE TO THE COURSE INSPECTOR THE FOLLOWING YEAR. THEY SHOULD THEN BE KEPT FOR A TOTAL OF FIVE YEARS (OR IF THE ACCIDENT INVOLVED A RIDER UNDER THE AGE OF 18, FOURS YEAR AFTER THEY BECOME 18).</p>				