



**THANKS FOR JUDGING!**

**Guidance for checkpoint (CP) judges**

**Before you leave the venue**

Check you have all your equipment

Give your mobile number to the TD/organiser/ map room steward

Make sure you have some lunch with you

**When you arrive at your CP**

Decide with your fellow judge(s) who's doing what

Flags (plus pre marker flags if req'd) will be set out by TD/organiser. Draw diagram of CP & routes in/out if req'd.

Display speed cards (car windscreen is a good place)

Decide where horses should wait. They need to be out of sight of riders who have not come to CP yet.

**A rider/pair arrives**

Write their arrival time on the judging sheet

Ask them for their card (pairs share one card)

Missed CP - still use your usual row on the record card. Tell the TD that the rider/pair has missed another CP but found you.

Rider/pair CANNOT go back to find the CP they've missed.

Lost record card - note this on your sheet but set them out as usual. Tell the TD if you can.

**Rider/pair leaves after 5 min or 5 min after previous rider/pair, whichever is LATER.**

If you have lots of riders/pairs in the CP, shorten the gap to 4 or 3 min. Tell the TD if you can.

**At their departure time, set rider/pair out on next section.**

Give card back to rider

Work out their departure time. Write it on your sheet and their card.

**THANK YOU AGAIN FOR YOUR HELP!**

When you have had everyone you expect, collect all your equipment and return to the venue/ phone for a lift.

If you are just missing a few riders/pairs, ring the TD/organiser to check if they've retired. You can ask other riders if they have seen people too.

Check horses' shoes

Horse may be barefoot - if so check feet for damage

Tick the rider/pair off on your list

You can ask rider to pick horse's feet up or walk it away from you if you can't see a shoe/shoes

Lost shoe - must be replaced by a hoof boot/similar

Lost shoe or damaged foot and no boot - rider MUST retire. Horse must be led back to venue or returned by horsebox/trailer. Tell the organiser/ TD.

Arriving by wrong route - note on your sheet and their record card.

# British TREC

## POR Checkpoint judging notes



### Top Tips for all types of checkpoints

Put both numbers for a pair in the same box on your judging sheet (eg 5/6). It makes working out the times easier (and you will use less paper!)

If more than one rider/pair arrives in the same minute they usually go out in number order, unless they ask to swap. This is fine as long as both riders/pairs agree.

Leave the 'Route into CP' column blank if the rider/pair uses the right route. This makes life easier for the scorer.

Give the record card back as soon as you have worked out the times and filled it in. Then the rider has to look after it instead of you. They are able to keep an eye on their leaving time too.

The rider/pair **MUST** leave at their departure time (unless you are the start of a grid reference section). If they stay for more than a full minute, note down the time they leave on your judging sheet.

If you think anything might be relevant, **WRITE IT DOWN!** Use the back of your judging sheet if you need more space than the comments box.

Feel free to draw diagrams to show how riders entered or left your CP. It all helps when explaining things to the TD later. If a rider/pair leaves your CP by the wrong route please note that down (and do so for everyone who leaves by a wrong route).

If you have any problems or anything occurs that's not mentioned on this sheet, ring the TD/ organiser.

### How to be a Fitness Check checkpoint

A fitness check CP may be for all levels, or just for levels 3 and 4.

Book riders in as usual, but don't work out their departure time immediately. Each horse should have its heart rate measured 5 minutes after arriving and then be trotted up to assess its soundness.

Heart rate 64 beats per minute (bpm) or less = horse has passed heart rate test.

Heart rate over 64 bpm = horse represented after 5 minutes, up to three times.

Heart rate over 64 bpm after 30 min in CP = rider eliminated from POR.

Soundness test: Distinct gait irregularity on every stride = eliminated from event.

Once the rider/pair have passed the fitness check, their leaving time can be calculated. They should leave 15 min after arrival or 5 min after the previous rider/pair, whichever is later.

### How to be the start of a bearings section

Run the CP as usual, but when you give the record card back ask the rider(s) for their map(s). Each set of maps is sealed in an envelope, you sign across the seal and then give the envelope back to the rider. Give them their bearings sheet at the time specified by the TD (often 2 min before their leaving time). Point out the spot where the first bearing starts from (often a pair of flags or a post/gateway/other specific landmark). Each rider gets their own sheet (pairs do not share).

You may have different sheets for different riders (different levels or individuals/pairs), in which case check carefully that they get the right one. Note on your judging sheet which type of sheet you give to which rider/pair (especially if you find you've given someone the wrong one after they've left).

### How to be the end of a bearings section

Run the CP as usual, but when you book the rider/pair in ask to see their maps. If they have opened their map(s) note this on your judging sheet.

You can offer to take the envelopes when the riders open their maps if you wish to, but you are not required to be a repository for all their litter! Just be fair to everyone - either collect all the envelopes or none of them.

### How to be the start of a grid references section

Run the CP as usual, but you will need to give the grid references sheets out as specified by the TD (often at their leaving time). Each rider gets their own sheet (pairs do not share).

The riders do **NOT** need to leave the CP at their leaving time, though it is fine to ask them to move away from you a bit while they plot. The riders are responsible for dealing with their horses (holding them/ finding a place to tie them up/ etc) and for preventing them interfering with others (kicking other horses, etc).

### How to be the end of a grid references section

Run the CP as usual, but riders are not penalised for arriving by a wrong route.

You may be asked to collect in a sheet from each rider/pair. If so, make sure they have put their number(s) on it. Don't let riders see the anyone else's sheet, either before or after they've given theirs in.