



# Centennial Parklands Equestrian Centre

## induction sheet

Welcome to Centennial Parklands Equestrian Centre (CPEC). By now you will have read and signed the Code of Conduct but the following are some general tips, in no particular order, which might help you to settle into the Centre. If you have any further questions, please do not hesitate to seek assistance from the Manager's office.

- Bins for mucking out stables are provided by CPEC. Each client may collect a bin from the organic waste collection points and take it to their stable. Each client is responsible for returning bins to the collection point when they are full. The organic waste collection company do not pick them up from each pavilion. Bins are not specifically allocated to riding schools, agistment staff or private clients – any bin is available for use by any client.
- CPEC has a contracted cleaning service on-site daily for general cleaning of common areas. Currently this service is provided by Quad. Clients are responsible for cleaning up after themselves wherever possible and especially for keeping areas around their stable, tack and feed rooms clean and tidy.
- CPEC has a regular maintenance program covering issues such as arena grading, grass mowing, electrical, plumbing and building repairs. Maintenance issues should be reported to the Manager's office as they arise.
- The shared tack and feed rooms are to be shared (ie. used by a number of clients). Please divide space evenly among yourselves and respect the area and your room mates by keeping it clean. Remember all feed must be stored in bins with lids, not in bags on the floor. Locks and keys are provided by the Users of the room – if the lock needs to be changed for any reason, please make sure all room mates have a copy of the new key and also provide a new key to the Manager's Office.
- The lunge yard is a highly sought after resource. It should be used by each client/horse combination only once per day. Please respect those waiting to come in after you by making sure you exit on time. Also please leave sufficient space at the gate for horses to pass each other safely.
- If you have a lessee for your horse or a friend to ride your horse, they must also provide evidence of their public liability insurance and their signed the Code of Conduct to the Manager's Office prior to riding at CPEC.
- CPEC is a large and unique Equestrian Centre catering for riders of all ages and abilities. Please be aware of your surroundings at all times. You may need to make allowances for young or less experienced riders and/or young horses. If you need to reprimand your horse, try to do so away from arenas, lunge yard etc.
- Float loading and unloading should also be done away from arenas. The best place is on Playfair Road in the float loading zone. Please unload your horse and put him/her away, then move your car and float to the main car park to free up the loading space for others - do not leave your float parked in the loading zone longer than necessary. The maximum time allowed is 30 minutes.
- Dogs are not permitted in the Equestrian Centre under any circumstances including waiting in cars.
- Float parking spaces and licensees' parking spaces are marked and patrolled by the Park Rangers. Fines may apply to any vehicle parked in these areas without an appropriate permit displayed.