

1

Gatekeeper

Before beginning as Gatekeeper

1. Make sure you have the following items:
 - A show schedule (showing all ride times) on a clipboard.
 - A pen or pencil.
 - A walkie talkie.
 - A watch or clock set to official show time.
2. Check with show management to find out if...
 - Riders are allowed to *ride* in or around the competition arena during lunch, breaks, or before the competition.
 - Riders are allowed to *hand walk* in or around the competition arena during lunch, breaks or before the competition.

2

Procedures for Gatekeeper

1. The Warm-up arena Attendant will tell you when he/she is sending riders up to the competition area.
2. As a rider enters the competition arena, check her/him off your schedule.
3. Tell the competitors when they may enter, which is either when the judge is ready to begin or when the previous rider has completed the final salute and walked off. The next rider may warm up around the perimeter of the ring, or in the competition arena if there is no other space.
4. If the show has an announcer, tell the announcer who's going into the show ring next. Usually the Announcer simply wants to know who is entering the competition arena. (Example: "Sand Arena, entry 34 has entered.")
5. It's NOT your responsibility to search for the next rider. You may politely remind competitors to drop whips before entering USEF Championship or point out that they forgot to remove their horse's boots. Due to liability exposure, you should not adjust any rider's tack.
6. If there is a break, do not allow the next horse to warm up around the perimeter of the ring. To do so would

constitute an unfair advantage to that rider and is against the rules if the judge has left the judging box.

3

Behavior guidelines for Gatekeepers

- Communication over the walkie talkie should be kept to a minimum.
- Use tact when speaking to riders.
- Be supportive and courteous.
- Make NO remarks about any horse or rider in the competition, including but not limited to, any background information about any horse or rider, their trainer, etc.