

How to host a Pony Club/Polo clinic

- I. **Contact** [Amanda Hersey](#), USPA Pony Club Staff Liaison or USPA Pony Club Committee Chairwoman, [Margie Paur](#)
 - A. Identify/Contact the Pony Clubs in your area by going to the USPC website look for the link on "How to Find a Pony Club"
 1. Explain who, what, where, how and why and find out a date that suites them.
 2. Ask the DC or Joint DC or Regional Supervisor to do an email blast of your clinic to other pony clubs on their newsletter-include on email a flyer of the clinic details and lesson plan
 3. Contact: Local media and tell them about the clinic
 - II. **Reconfirm** clinic with your assigned polo clinician so they can be there to help with clinic
 - A. Provide a safe environment for the clinic like an arena
 1. Have beginning polo horses available but invite them to bring their own horses
 2. Provide additional insurance for clinic dates through Equisure
 - III. **Conduct** the clinic
 - A. Focus on safety first, fun second and the learning will follow
 - B. Have liability waivers available to sign for clinic and make sure you have all their information-it is good to also have a sign in sheet asking for name, address, phone and email
 - C. Provide Polo information about the USPA/PTF and events to hand out along with USPA membership forms, rule books, umpire clinics, polo camps
 - D. Before the clinic ends take time for the participants to fill out a one page survey and take a group picture
 1. Survey should include: Did you have fun? How was the instructor? Would you do it again? Etc.- keep your survey simple, short and sweet
 2. Write up a short little article about the clinic and send a picture to USPA, Polo Players Edition Magazine, USPC news magazine, and any other horse related publication you feel appropriate
 - IV. **Follow-up** with participants-Contact them again to see if they want to do it again.
 1. Invite them to another clinic, take part in a Polo school or become a member
 2. Invite them to polo events and provide options