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Malvern  
Worcs.  
WR14 2QH



Wyre Forest Branch

30 April 2026

Dear Parents and Members,

## **Supporting Every Rider - 'Reasonable Adjustments' Information for Parents & Members**

At Wyre Forest Pony Club, we want every child to feel happy, supported and able to enjoy everything Pony Club has to offer.

We understand that some children may need a little extra support to take part fully.

### ***What is a Reasonable Adjustment?***

A reasonable adjustment is a small change or bit of extra support to help your child take part on a level playing field. It's about removing barriers — not lowering standards.

This might be for things like:

- Injury or physical conditions
- Learning differences (e.g. dyslexia, dyspraxia)
- Anxiety or confidence
- Neurodiversity (e.g. autism)
- Medical or sensory needs
- Communication or language needs

### ***What Support Might Look Like***

Every child is different, but support might include:

- Clear information in advance
- Extra time or flexible timings
- A caller or additional help at competitions
- Smaller groups or quieter environments
- Instructions broken down more clearly

**Registered Charity No: 1050156**

Often, it's the small things that make the biggest difference.

### ***How to Request Support***

We've tried to keep this simple and supportive:

1. Complete a Personal Profile (attached).

· Share a few details about your child and what support would help them.

2. Send it in Early

· For rallies/training → send to your DC

· For competitions → notify your Team Manager, ideally at the beginning of the season

· For Area Competitions, as early as possible (at least 4 weeks if you can)

The more notice we have, the better we can support your child.

3. Once your form has been completed, we will send you a plan that we have come up with. You will need to agree to this plan.

4. When the plan is agreed to this will be sent to the relevant authority within Pony Club for them to agree to it.

5. You will then get a letter from Pony Club with the agreed measurements that need to be put in place for the child

6. This then can be sent to the organiser of the competition so they can put in place the Reasonable Adjustment.

### ***Short-Term Situations***

· If something temporary comes up (injury, illness, nerves), just please speak to us.

· We'll always do our best to help where we can.

### ***Privacy***

We understand this is personal information and we will:

· Keep it confidential

· Only share with those who need to know

· Use it only to support your child

Please talk to Polly Stopp or email Polly on [pollystopp@yahoo.com](mailto:pollystopp@yahoo.com)

If you think your child might benefit from a little extra support — even if you're unsure — please just get in touch.

**Registered Charity No: 1050156**

***Our Commitment***

We want every rider to feel:

- Included
- Supported
- Confident

And most importantly — to enjoy their Pony Club experience.

Yours sincerely,

A handwritten signature in blue ink that reads "Alison Vincent". The signature is written in a cursive, flowing style.

Mrs AJ Vincent  
District Commissioner