



COWBOY UP IN KIOWA SILVER SPURS ROYALTY HANDBOOK AND CODE OF CONDUCT

Name _____

Statement of Intent

The purpose of the Cowboy Up in Kiowa Silver Spurs and Spur Rowels Handbook and Code of Conduct is to provide royalty and parents with an ethical and responsible framework from which to serve. This document also serves as an obligation outline for the Silver Spurs Representative.

Silver Spurs for the Cowboy Up in Kiowa Rodeo have a personal investment in maintaining ethical conduct and an ethical organization. This includes all aspects of the organization: the organizational structure, all communication among committees, royalty, volunteers, committee members, executive officers, board, and the public. This agreement is between the Silver Spurs member and family and the Cowboy Up in Kiowa Rodeo organization.


AS A SILVER SPURS REPRESENTATIVE, YOU ARE REQUIRED TO ABIDE BY THE FOLLOWING RULES:

Reign Term and Representation:

- The Reign of Cowboy Up in Kiowa Silver Spurs Queen and Attendant will begin at the conclusion of the Rodeo the year of the Competition and will end at the next Cowboy Up Rodeo. For Example; 2019 Reign will begin at the end of the 2018 Cowboy Up Rodeo. The Reign will be for one year.
- The Reign of the Cowboy Up in Kiowa Silver Spur Rowel will begin at the conclusion of Competition and will end at the conclusion of Elbert County Fair.
- Royalty must reside within 60 miles of Kiowa

Age Groups:

- Queen and Attendant: The following age groups are based on your age as of January 1 of the competition year. If your birthday is prior to the competition making you eligible for the next age group, you can run for that position.
 - Silver Spurs Queen – 17 to 21 years of age
 - Silver Spurs Attendant – 14 to 17 years of age
- Spur Rowels: The following age groups are based on your age as of January 1 of the competition year. If your birthday is prior to the competition making you eligible for the next age group, you can run for that position.
 - Silver Spur Rowels: 5-7 Young men or ladies ages 10-14

 The Queen and Attendant will represent and promote the Cowboy Up in Kiowa Rodeo and the Sport of Rodeo at official events in a manner that is complimentary to the organization. Events include but are not limited to

- Area Rodeos
- County Fairs
- Area Schools
- Area Parades
- Hospitals
- Charitable Events

- Sponsor Events
- Radio/TV
- Cowboy Up in Kiowa Committee Meetings
- Royalty Luncheons and Functions
- Cowboy Up in Kiowa Rodeo Sponsored Events

The Silver Spur Rowels will be required to attend the Local Events and a parent is required to accompany them at all times.

- In addition to attending events, you are requested to keep accurate records of activities attended, requested website updates, and distribution of thank you notes as appropriate.
- Assist with the Clinic and Competition for the following year's incoming contestants.
- You agree to make your personal social media available to the Silver Spurs committee.
- Most importantly, have fun and make the most out of the year ahead.

Event Participation/Coordination:

- Be prepared to participate in all approved/required events unless **excused prior** to the event by the coordinators.
- Remain at each event or assigned duty for the entire scheduled time unless special permission is received by the coordinators.
- Function attendance by any of the Silver Spurs must be approved through the committee/coordinator.
- Coordination of all communications and/or invitations must be done through the committee and/or coordinator.
- All Fund Raisers must be coordinated with and approved by the committee prior to any communication of the event is posted.
- All Email communication regarding the Cowboy Up in Kiowa Silver Spurs and/or coordination of events must be sent to the coordinator/committee or they must be copied on the communication.

Required Events: The below are the majority but may change and are not limited to the below.

- June – Participate in and Host the Cowboy Up in Kiowa Rodeo and luncheon
- July – Motocross Event at Elbert County Fairgrounds
- August – Attend Elbert County Fair and Rodeo
- November – CPRA Finals (date subject to change per CPRA)
- November/December – Cowboy Up in Kiowa Year End Banquet
- January– Attend at least 2 days of the National Western Stock Show and Parade
- April – Silver Spurs Spring Clinic
- May – Silver Spurs Competition
- June – Participate in and attend the Elizabeth Stampede Rodeo, parade and luncheon
- June – Participate in Eliza bash
- June – Parker Days Parade
- June- Participate in and attend the Evergreen Rodeo, parade, and luncheon
- June – Participate in and Host the Cowboy Up in Kiowa Rodeo and luncheon

Conduct:

- Act in an ethical and respectful manner to all Cowboy Up Committee members, visiting royalty and any others that you may come in contact with while representing the Cowboy Up in Kiowa Rodeo.
- Listen carefully to Cowboy Up in Kiowa committee members and follow directions given
- Respect and support the decisions of the Cowboy Up in Kiowa committee members, stock contractors and fairgrounds staff in regard to the success of the rodeo
- Support the Cowboy Up in Kiowa Committee without interfering with their duties or undermining authority
- Keep well informed of CPRA rodeo news
- Help curtail any negative conversations or rumor related comments
- Represent all whom this organization serves and refrain from bringing in your personal interests

- Keep all confidential issues within the circle of involved individuals
- It is the duty of the Silver Spurs Member and their Parents/Guardians to minimize the drama
- Respect fellow Silver Spurs members and visiting royalty in all your actions and conversations
- Use social Media appropriately and do not post pictures that would bring embarrassment to the program

Supervision:

- Silver Spur Rowells and the Queen and Attendant will be supervised/chaperoned at all times by parent/coach/guardian or coordinator. Silver Spurs are required to have an adult present at all functions that they are attending. Friends are not allowed to accompany Silver Spurs during rodeo and other functions during the year.
- A Parent/coach/guardian should be available to their daughter/son Rowell at all times when attending a function as an Cowboy Up in Kiowa representative.
- As representatives of the Cowboy Up in Kiowa Rodeo, the Silver Spurs must be perceived as a team. Therefore the Silver Spurs must remain together unless other arrangements have been made and the coordinator has approved those arrangements in advance.

Equine Safety:

- The Silver Spur Rowells will not be on horseback
- The Silver Spur Queen and Attendant must show proof to the committee that they are mounted on a well broke horse that is accustomed to loud noises and commotion. Should the committee determine that the horse is unsafe, the ladies will be asked to find a different horse, or the committee will help them locate one.
- Horses that are not accustomed to parades, will require a walker during the parade. It is up to the discretion of the Silver Spurs committee as to whether a walker is required or not.
- Horses that are unruly during rodeo grand entries may not be allowed in the arenas. Determination will be up to the discretion of the Silver Spurs committee and/or arena coordinator.
- Proof of Health and Coggins as well as West Nile vaccinations will be required for all Silver Spurs horses.
- Maintain proper tack and safe transportation.
- Maintain proper horse health including but not limited to, hoof care, proper weight, teeth, etc.
- Silver Spurs will not discipline their horses in the arena or any other public venue. If caught doing so, that person will receive an infraction.
- No Draft breeds, gated or standard breed horses (Passafino or similar)

Sponsorships:

- All sponsorships or interested sponsors must go through the Cowboy Up in Kiowa Sponsorship committee and must adhere to all current Cowboy Up in Kiowa Sponsorship Guidelines. The monies can be allocated to the program but not to the individual young lady. Sponsorship forms will be provided by the Sponsorship committee and all monies will go through that committee. All donations, fund raisers, and royalty luncheon income will be allocated to the royalty committee to pay for expenses.
- The Cowboy Up in Kiowa Silver Spurs may obtain personal monetary donations but nothing may be promised in return. Personal sponsors may not display banners or logos at the fairgrounds, or on the truck/car and horse trailer. The Silver Spurs may not wear personal sponsor logo apparel while representing Cowboy Up in Kiowa in an official capacity. Cash sponsorships **may not** be obtained from businesses.

Accountability:

All Silver Spurs share the responsibility of maintaining the Handbook and Code of Conduct. It is the duty of the Royalty coordinator/committee to ensure that the royalty represents the Cowboy Up in Kiowa Rodeo with the upmost respect and dignity in all situations such as direct one-on-one communication with the person involved in the discussion privately; at a larger meeting; or speaking to a committee member.

There is an infraction program in place to ensure the quality of representation is upheld during each reign. While in reign, should a Silver Spur commit any of the following, the coordinator/committee shall issue a Code of Conduct infraction to the person who committed the act. Three Handbook and Code of Conduct infractions and the committee will recommend to the Board disqualification and/or removal from reign.

Types of Infractions:

- Refusal to travel to a required Event without being excused prior to the event by the committee/coordinator.
- Representing the Cowboy Up in Kiowa Rodeo at events without prior approval by the Royalty committee and/or coordinator.
- Excessive inability to attend required events
- Use the organization for any personal advantage or that of any friends or relatives.
- Disciplining a horse in the arena or in a public venue.
- Drinking or smoking, display tattoos, face, or multiple body piercing. One or two piercings is allowed in each ear while in Silver Spurs attire and/or representing Cowboy Up in Kiowa.
- Display disrespectful or inappropriate behavior such as rudeness, fighting, displaying affection with a boyfriend/girlfriend in public, etc. toward any person or venue while acting as a representative of the Cowboy Up in Kiowa Rodeo.
- Use disrespectful language such as cussing, swearing, gang slang, gestures while in royalty attire and/or representing the Cowboy Up in Kiowa Rodeo.
- Any young lady who conducts herself in a manner that is unladylike or with conduct that is embarrassing to the Cowboy Up in Kiowa Rodeo.
- Use the internet and social media in an inappropriate or unsafe manner.
- Use a cell phone, iPod, MP3 player or similar device during official events. Cell phones are for emergency or official use only.

Disqualification:

- For whatever reason should a Silver Spur be asked to resign, she will be required to forfeit all Cowboy Up Property described below.
- Any royalty that is arrested or is issued a ticket for drinking, drugs or any violent acts is grounds for immediate dismissal.
- Becomes pregnant, engaged, married or is in a cohabitating situation.

Articles Provided:

___ Crowns, Chaps and Serape, are property of Cowboy Up in Kiowa and must be returned at the end of your reign or if the Silver Spurs committee needs any of the items during the year.

By signing this document, and as a Cowboy Up in Kiowa Silver Spurs member or family member of A Silver Spur, I agree to adhere to and to be responsible for maintaining the above Handbook and Code of Conduct and abiding by the Cowboy Up in Kiowa Silver Spurs Handbook.

Signature of Silver Spur

Date

Signature of parent/guardian

Date

Signature of parent/guardian

Date

Signature of Cowboy Up in Kiowa representative

Date