

British Goat Society
A GUIDE TO GOOD STEWARDING

A Chief Steward must be appointed at each show recognised by the British Goat Society and be responsible for ensuring that the regulations governing the running of the show are complied with. A Chief Steward must be a member of the BGS or one of its affiliated societies or be authorised by the BGS, who must be satisfied as to their suitability, and be conversant with regulations 18 - 24. These regulations are mandatory and a copy must be available at all shows for reference, together with a show schedule.

PRIOR TO THE SHOW

The Chief Steward should work in co-operation with the Show Secretary/Show Authorities and check or arrange the following:

1. Arrange as many stewards as are considered necessary for the smooth running of the show.
2. Ensure adequate penning. Pen goats of similar health status together, where possible leaving a spare pen or 'clobber' pen between the different herds. It can be helpful where the pens are back-to-back rather than penning a herd of goats down each side to pen a herd back-to-back making a block. This, of course, can only be done where an exhibitor can easily access their animals.
3. Verify that all goats are entered in their correct classes, and that their registration numbers, birth and kidding dates are correct. (some of this data may have to be verified on the day). Any goat without a registration number or identification mark on the day will not be eligible for competition.
4. Prepare a judge's book to contain class heading, catalogue number, breed, dates of birth and kidding (where applicable). Allow space for (a) morning milk yield where applicable and (b) judge's placings and comments. At shows where the milking competition takes place on the day before judging the total 24 hour yield should be given. On the second day of a back-to-back show ensure the judge also has the pm yield from day 1. Preferably this book should be of a size suitable to be placed in the judge's pocket.
5. Prepare:
 - a) Ring number cards corresponding with the catalogue number of the exhibit, with exhibit's name and class number on the reverse.
 - b) Milk bucket labels (made from and marked with water resistant material) with catalogue numbers on one side, exhibit's name and identification mark on the reverse.
6. Arrange for both butterfats and proteins to be tested by a recognised laboratory and that a sufficient supply of sample bottles are ordered. A set of scales (ensure accuracy), milk weight bucket(s) and dipper are also needed. A clock and copy of the BGS Rules and Regulations are also required.
7. If using the Pedeweb system to calculate milking competition results you will only need to complete the analyst sheets. For those who are not using Pedeweb you will need to complete the BGS milk sheets and the analyst sheets as far as possible. (Please see 'Notes for Guidance in Completing BGS Analyst Sheets and Milking Competition Sheets').

STEWARDING

Stewards must wear white coats, at all times, when officiating (or dress appropriate to the show).

PENNING STEWARD

At least one steward should be on duty prior to the permitted/anticipated time of arrival of the first exhibitors to ensure pens are ready and that straw (if provided) and water are available. A graphic pen plan should be displayed in a prominent place.

STRIPPING STEWARDS (Female Shows)

On the evening prior to a milking competition, stewards are required to check that ALL goats in milk have empty udders at a time specified in the schedule. There should be sufficient stewards to complete this in the last 10 minutes before the appointed time, which will correspond with the evening milking on the following day. If stripping is finished a few minutes before the appointed time, it is not necessary to adjust the deadlines for the following evening. If adjustment has to be made ALL exhibitors must be advised of the revised finishing time for the following evening. The exhibitor (or their nominated representative) must be present when each goat is checked, the milk being stripped into a container provided by the exhibitor and not into the bedding. Each goat must be milked out in turn, ensuring none are missed. It is not sufficient to check an udder by feeling it, but overzealous massaging and stripping must be avoided. Each goat must have been milked by the exhibitor before being checked by the steward, however, any goat which the steward considers insufficiently milked out should be left for the exhibitor to strip out, and then re-checked. Stewards must disinfect their hands between checking each exhibitor's animals.

A steward should be available to check any late-comers and note absentees. Goats coming directly from other shows need not be checked, provided an authorised certificate is provided showing them to have been checked by a steward at the proper time (this must be forwarded to the BGS with the milking competition paperwork).

OVERNIGHT STEWARD (Female shows)

At overnight shows at least one steward must be present, available at all times, and their locality and mobile telephone number advertised. He/she must be responsible for lights, fire and safety precautions. No milkers may leave the penning area after stripping without permission, and under the supervision of a steward. No exhibit should receive any medication, drench or injection without permission of a steward or vet (see general).

COLLECTING RING STEWARD

This steward is responsible for getting all exhibits into the ring at the right time and without delay. He/she should therefore be aware - prior to judging - of all absentees (to be noted in the judge's book) and keep exhibitors informed

as to the times of judging. Prizewinners which have to return to the ring for special awards should be noted and called when needed. Exhibitors with goats in consecutive classes should be shown tolerance and the Judge's Steward notified if there is a delay.

For the championship parade the first four goats from each class shall parade (except any not entered in the milking competition). In classes of exceptional standard up to two more animals per class may be brought out for the parade - at the Judge's specific request. In classes of mixed breed (eg BT & T) one breed may not be placed high enough in its class to come forward. Relevant animals should be brought out if requested to do so by the Judge, to be considered for a BCC and/or reserve. They should be placed in the appropriate position ALONGSIDE the Championship Parade, but not in it, to avoid them being included in the points.

JUDGE'S STEWARD

This steward is responsible for the welfare of the Judge. In the week prior to the Show the steward should check with the Judge to confirm that suitable travel arrangements are in place, and confirm the times of judging, route to the show and that necessary admission passes etc are at hand.

On the day of the show the steward should ensure that the judge's book is ready and available and that soap, warm water and a towel have been arranged.

The Judge's Steward may enter, but NOT exhibit, goats in inspection classes. During judging he/she should remain in the ring ready to assist the judge if required, but should not offer any comment during judging, other than to draw attention to any irregularity, unless called upon to do so. A copy of the BGS regulations and show schedule must be available for reference. On completion of judging each class the steward should be ready to hand over rosettes or other awards, and make a note of all placings and special awards. After judging is finished the steward should ensure the Judge is properly entertained and refreshed. Also, that the Judge is provided with a catalogue, marked with all awards, any corrections to entries, names, spellings etc as it is from this that the Judge submits details for publication. Where applicable Judge's expenses should be paid and transport home assured.

GRAND PARADES

If the show authorities wish goats to parade, the Chief Steward should co-operate by arranging prize-winners into presentable breed groups, in order of placings, ensuring rosettes are worn by the animals that won them, and that exhibitors are suitably dressed as befits the occasion.

MILK STEWARDS

The steward in charge of the milking competition must obtain, and be fully conversant with the BGS regulations relating to milking competitions. A number of assistant stewards are required to supervise the milking and officiate at the weigh station.

These stewards should be arranged prior to the show but, failing this, exhibitors can be recruited at the show. Official stewards must be present at both milkings. After closing the milking area to the public, milking must commence on the direction of the Chief/Milk Steward, who should ensure that the regulations relating to milking competitions are being adhered to. He/she must also direct stewards to check identification marks of exhibits, selected at random, and compare with the bucket label, so doing immediately after the exhibit has been milked, but before the bucket is delivered to the weigh station. It is preferable to select to check identification marks from herds with multiple entries. No activity other than milking may be permitted in the area set aside for milking. The milk sample boxes must be publicly sealed and signed by stewards on the labels provided - and remain so until received by the testing laboratory.

MILKING MACHINES

With prior permission from the Chief Steward and/or the show authorities, a milking machine may be used. Where milking machines are used there must be adequate, extra, supervisory stewards, as the animals must be milked in a separate area from the other exhibits to avoid disturbance. Where an exhibitor has more than one exhibit to be machine milked, the machine must be thoroughly rinsed through with water between animals. Milk is taken for weighing in a labelled pail.

GENERAL

A clock giving "Official Show Time" must be prominently displayed. An information board should be provided for display of:

- a) The BGS recognised milking competition guidelines.
- b) Times of stripping, milking, judging, parading, empty pails etc.
- c) Telephone number of Veterinary Surgeon.
- d) Name, location and mobile telephone number of the Night Steward.

In matters of dispute the Chief Steward should liaise with the Judge, who will advise. Milk from all exhibits involved in a dispute must be weighed and sampled so they can be re-instated if their "case" is not proved. In suspect cases a second sample should be taken with the request for a specific test eg for addition of water or other foreign substance.

AFTER THE SHOW

A copy of the completed goat section of the catalogue, marked with amendments, prizewinners, reserves, absentees, and details of BGS awards should be sent to the BGS office within fourteen days of the show, together with completed milk sheets (where used) and analyst's sheets. Abnormal protein figures ie: above 4% (other than for AN's) or an individual goat with AM/PM protein differing by more than 0.50% - should be queried with the testing laboratory before the completed forms are sent to the BGS. Goats giving a greater yield in the shorter interval should be checked on the day by asking exhibitors for unusual circumstances.