

**Horses with Hearts**  
**Volunteer Rules**  
**April 2, 2009**

All volunteers must read and sign this form. Rules are subject to change at the organization's discretion. All volunteers are required to read and sign updated form within 30 days of publication.

All volunteers are responsible for supervising their assigned participant during designated lesson time.

Volunteers are responsible for the actions of their guest who may be visiting the facility.

All volunteers must have a Release of Liability Form signed. If participant is under the age of 18 or unable to sign a responsible adult must sign form.

Volunteers are required to wear closed toed shoes at all times.

Volunteers are required to wear an ASTM approved helmet when mounted on the horse. Volunteer may provide their own helmet but it must be ASTM approved. If volunteer does not have a personal helmet, one will be provided for them. Helmet must fit volunteer properly.

Volunteers are responsible to make sure they do not perform any duties for Horses with Hearts unless they have received training ie: grooming horses, Mounting/Dismounting participants, knowledge of where the first aid kit and emergency phone are kept, etc.

Volunteers are under the direct supervision of riding instructor at all times. Volunteers are to follow directions from riding instructor and/or lead volunteer at all times.

Volunteers must stay in designated Horses with Hearts area at all times.

Volunteers are not allowed in barn or other undesignated areas without the permission of the riding instructor and/or lead volunteer.

No smoking of any kind (cigarette, cigar, pipe, etc.) allowed on the premises of Pleasant Ridge Farm.

All volunteers are guest of Horses with Hearts at Pleasant Ridge Farm and are asked to be respectful of the facility and it's boarders at all time.

Failure to adhere to all of the above rules can result in volunteer's participation in the program to be cancelled immediately.

I, \_\_\_\_\_, have read and understand the Horses with Hearts Rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

If volunteer is under the age of 18, signature of a parent is required on this form.

I, \_\_\_\_\_, am the parent for  
\_\_\_\_\_ and I have read and understand the Horses with Hearts Rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Volunteer Check List

Name of Volunteer \_\_\_\_\_

Training has been received on the following:	Volunteer Initials	Instructor Initials	Date
Moving horse from designated area to tie rack	_____	_____	_____
Grooming horse	_____	_____	_____
Tacking horses	_____	_____	_____
Mounting participant	_____	_____	_____
Leading Horse	_____	_____	_____
Proper side walking techniques	_____	_____	_____
Dismounting participant	_____	_____	_____
Un-tacking horse	_____	_____	_____
Returning horse to designated area	_____	_____	_____
First Aid Kit    Location	_____	_____	_____
Emergency Phone Location	_____	_____	_____

Each item is to be initialed by volunteer and riding instructor/lead volunteer as volunteer has received instruction and training on item.

Form is to be kept in volunteer's participation folder.