

# Kiddy Up Ranch

## Volunteer Registration

PAID Dues: \_\_\_\_\_  
B Check: \_\_\_\_\_ T-shirt \_\_\_\_  
For office use only

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code: \_\_\_\_\_ Birth date: \_\_\_\_\_ Age: \_\_\_\_\_

How did you hear about Kiddy Up Ranch? \_\_\_\_\_

Experience working with (in years): Horses \_\_\_\_\_ Disabled population \_\_\_\_\_

Which is the best way to get a hold of you? (Please circle one): HOME WORK E-MAIL OTHER: \_\_\_\_\_

Significant Medical History: \_\_\_\_\_

\_\_\_\_\_

Specialty Certifications (CPR, First Aid, EMT, RN, OTR, PT, LPN, etc.) list type and expiration: \_\_\_\_\_

\_\_\_\_\_

\*(Minors only) Parent/Guardian Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Areas of interest (please check all interested in)

Sidewalking	Horse Handler
Administrative	Fundraising
Special Events	Horse Care

Volunteer Availability  
Please write down days and times that you are available to:  
Volunteer:  
Substitute:

**In case of emergency contact:**

Name	Relationship	Day Phone	Evening Phone

Physician's Name \_\_\_\_\_ Phone \_\_\_\_\_

Preferred Medical Facility \_\_\_\_\_

**Medical Consent Plan- Please sign EITHER the consent or non-consent plan** In the event emergency medical aid/treatment is required due to illness or injury during the process of volunteering, or while being on the property of the agency, I authorize Kiddy Up Ranch to secure and retain medical treatment and transportation if needed. This authorization also includes x-ray, surgery, hospitalization, medication and any treatment procedure deemed "life saving" by the physician. This provision will only be invoked if the person listed below or the emergency contact person is unable to be reached.

Date \_\_\_\_\_ Consent Signature \_\_\_\_\_

(Volunteer or Parent/Guardian if volunteer is under 18)

**Medical Non-Consent Plan**

I do not give my consent for emergency medical treatment/aid in the case of illness or injury during the process of receiving services or while being on the property of the agency. In the event emergency treatment/aid is required, I wish the following procedures to take place:

\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Non-Consent Signature \_\_\_\_\_

(Volunteer or Parent/Guardian if volunteer is under 18)

## **UNCONDITIONAL GENERAL RELEASE**

### **WARNING-UNDER FLORIDA LAW, AN EQUINE ACTIVITY SPONSOR OR EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO, OR THE DEATH OF, A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS OF EQUINE ACTIVITIES.**

I, \_\_\_\_\_, a participant, client, volunteer, or student or the legal guardian of a participant, client, volunteer, or student ( Participant ) in a program, event, or activity taking place under the sponsorship of or at the facilities of Kiddy Up Ranch, a Florida not for profit corporation (Kiddy Up ), hereby give consent and approval to the participation of Participant in any and all programs, events, or activities taking place under the sponsorship of or at the facilities of Kiddy Up ("Activities"). I fully understand that my decision to be a Participant, or to allow such person named above to be a Participant, poses risks of personal injury, property damage, death and/or other loss that may arise while participating in the Activities. I assume all risk and hazards incidental to the conduct of the Activities as well as transportation to and from all Activities.

In consideration of Participant s being allowed to participate in the Activities, on behalf of Participant, Participants heirs, personal or legal representatives, successors and assigns, I hereby irrevocably and unconditionally release, and covenant not to sue Kiddy Up Ranch, the City of New Port Richey, and each of Kiddy Up and the City of New Port Richey owners, directors, officers, employees, agents, independent contractors, representatives, attorneys, successors, and assigns, and all persons acting by, through, under, or in concert with, any of them (collectively the Releases), from any and all claims or causes of action whatsoever, in law or in equity, whether known or unknown at this time, based on any action, cause or thing occurring on, prior to, or following the date hereof, and, in particular, without limiting the generality of the foregoing, all claims arising out of or relating to the Activities, even if such liability or damage results from the sole negligence of the Releases.

I hereby authorize the Releases to act in their discretion on behalf of Participant in providing, requesting, or authorizing the provision of emergency medical services

(Emergency Services). I acknowledge full responsibility for any charges associated with the rendering of any and all Emergency Services, and I indemnify the Releases from any and all claims, expenses, or other charges related to their decision to provide or to not provide Emergency Services.

I understand and agree that this document shall be construed according to the laws of the State of Florida, and that this Unconditional General Release shall be as broad and inclusive as is permitted by the laws of the State of Florida. If any portion of this document is held to be invalid or of no force or effect, I agree that the balance shall continue in full force and effect. This Unconditional General Release shall be immediately effective upon its execution.

Date \_\_\_\_\_ Signature \_\_\_\_\_

(Volunteer)

Date \_\_\_\_\_ Signature \_\_\_\_\_

(Parent or guardian if under 18)

### **Photo Release**

I consent to and authorize the use and reproduction by Kiddy Up Ranch of any and all photographs and any other audio-visual materials taken of me for promotional material, educational activities, exhibitions or for any other use for the benefit of the program.

Date \_\_\_\_\_ Signature \_\_\_\_\_

(Volunteer)

Date \_\_\_\_\_ Signature \_\_\_\_\_

(Parent or guardian if under 18)

### **Confidentiality Agreement/Policy**

I understand that that Confidentiality is essential regarding all aspects of this program. Please respect the dignity and privacy of our clients and their families. I agree to keep student's name, age, diagnosis and any other medical or personal information confidential.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**Background Checks**

Have you ever been convicted of a criminal offense: Yes No

If yes please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

All volunteer applicants over the age of 18 are subject to a criminal background check before they begin their service at Kiddy Up Ranch. Kiddy Up Ranch reserves the right to reject applicants who have been convicted of crimes involving violence, alcohol, theft, and any other crime we feel poses a possible risk to our students, staff and/or horses.

Likewise, Kiddy Up Ranch has the right to reject applicants who refuse to cooperate in a criminal records check. Record checks are completed through the Pasco Sheriffs Office. Inquiries include Social Security number verification as well as information from the National Criminal File, which includes state criminal records, prison parole and release files and sex offender registries.

All information will be kept STRICTLY CONFIDENTIAL.

\_\_\_\_\_

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Signature if over 18 years old

Social Security Number

## **PROGRAM AND SAFETY RULES FOR ALL SADDLE UP RIDING CLUB VOLUNTEERS**

1. Requirements- Make sure to have filled out and handed in all required volunteer registration forms before beginning your volunteer experience. Volunteers who work with the riders must be at least 14 years old and be physically able to walk and jog for short distances during the 30 to 60 minute classes. If you are under 18 years of age, a parent or guardian must sign the forms. Volunteers between the ages of 10 to 13 will be allowed to only assist with horse care and barn work.
2. Attendance - Regular attendance and punctuality are extremely important. If you will not be able to attend classes please be sure to give us at least 48 hours notice. The number for cancellations is (727) 418-6219. Please leave your name, date and time of the classes you will be missing. If you know you will not be able to attend ahead of time please notify your instructor.
3. Class Cancellation - Please do not assume that classes are cancelled due to bad weather. Classes may continue on the ground in the barn or the respite area. As a volunteer, please do not assume that is classes are cancelled that you are not needed. Even if weather does not permit classes, volunteers are still needed to assist with the daily care of the Kiddy Up Ranch horses, or other projects that are being worked on for the program. In the event of a hurricane, volunteers will not be expected to help at their scheduled time. If the Kiddy Up Ranch staff will not be on sight (away for an event), volunteers will be notified of cancellation of horse care and/or classes for that day.
4. Attire - Please dress appropriately. Open toed shoes are unacceptable. Acceptable dress includes Kiddy Up Ranch t-shirts, polos and other tops with necklines that are appropriate. Remember that riders will be looking down at you from the back of the horse. Appropriate length shorts or pants. Please no short shorts, sagging waistlines or dragging hemlines. Please refrain from wearing jewelry that can be caught on anything. Please remember you are representing Kiddy Up Ranch when you are volunteering.
5. Smoking: This is a Non Smoking Facility.
6. During classes: When helping in the classes, please refrain from excessive talking to riders and other volunteers.
7. Helmets: Kiddy Up Ranch primary concern is safety. All students must wear approved helmets when they are in the barn area and riding. Riders in the Horse Boy program are not required to wear a helmet if sensory issues. Volunteers assisting with mounted training are also required to wear approved helmets.

8. Cell Phones: Volunteers are to refrain from having their cell phones in the barn area while working. Volunteers are NOT to have their cell phones in the arena during classes, and will be asked to leave the arena if their phone goes off.
9. Hand Feeding Horses: Kiddy Up Ranch horses are not to be hand fed. Please check with staff before feeding any horse. If allowed, treats may be given to the horse in a bucket.
10. General Information - Feel free to bring a drink and snacks. There is a refrigerator located in the barn. Do not forget your sunscreen, bug spray, raingear and hat to protect you from the elements.
11. Children and pets - Due to safety concerns, unsupervised children are not allowed. Please make other arrangements for your children on days that you volunteer with Kiddy Up Ranch. Also, no personal pets are allowed while volunteering.
12. Confidentiality - All client records are considered confidential and can only be accessed by the appropriate staff member. Please feel free to ask the instructor or therapist for information on how to, in general, help the rider.
13. Horses - Please understand that all of the horses are the responsibility of Kiddy Up Ranch and Kiddy Up Ranch makes decisions regarding feeding, medical care, exercise, and suitability for the program.
14. Kiddy Up Ranch Volunteer & Guest Dismissal Policy: Kiddy Up Ranch reserves the right to dismiss a guest or volunteer from the facility and from the program if their behavior is putting themselves, a student, staff, other volunteers or the horse's mental or physical health in jeopardy. The Kiddy Up Ranch instructor in charge at the time of the incident will review the behavior with the volunteer and determine the level of intervention necessary. The level of intervention could include a verbal or written warning or immediate dismissal from the Kiddy Up Ranch facility and program. Physical, emotional, mental or sexual abuse by a person at the Kiddy Up Ranch facility will not be tolerated and will result in immediate dismissal from the Kiddy Up Ranch facility. Alcohol consumption by a volunteer prior to a session is not allowed. A volunteer smelling of alcohol will not be allowed to assist with that specific session.

I have read the Volunteer rules and agree to follow them at all times while volunteering at with Kiddy Up Ranch.

Signature  Date \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

(Parent or Guardian signature if under 18 )

## Kiddy Up Ranch Areas of Volunteer Assistance Needed

Please read through this list and mark any areas you would be willing to help with.

\_\_\_\_\_ Office help/clerical: This would involve helping out with clerical activities such as filing, mailings, stuffing envelopes, copying, etc. I would anticipate that we will send out a weekly email to those who can help in this area stating what needs to be done and what hours someone will be there to give directions. Would not need to help each time.

\_\_\_\_\_ Barn/office maintenance: This would involve helping with barn cleanup and maintenance activities such as stall cleaning, arena management, painting etc. We usually complete these activities 1 to 2 times per month. You would not need to attend every cleanup session.

\_\_\_\_\_ Advisory Committee: This committee meets monthly and works on all the fundraising and volunteer recruiting for the program. Committee membership is by application and requires a commitment to attend the majority of the meetings.

\_\_\_\_\_ Volunteering during session: This would be leading a horse or side walking during a riding session. This would require attending a volunteer training session and a commitment to help on a regular basis.

\_\_\_\_\_ Volunteering for the following programs:

\_\_\_\_\_ Birthday Parties \_\_\_\_\_ Horse Shows \_\_\_\_\_ Special Olympics

\_\_\_\_\_ Special Events \_\_\_\_\_ Camps

\_\_\_\_\_ Field Trips

Other Fundraising Activities that are ongoing throughout the year:

\_\_\_\_\_ Assist with contacting companies, individuals regarding horse sponsorships \_\_\_\_\_ Assist with contacting companies, individuals regarding student sponsorships \_\_\_\_\_ Assist with newsletter

\_\_\_\_\_ Assist with grant writing and foundation research

Please list any other activities or special skills that you have and would be willing to share with Kiddy Up Ranch: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Best Number to Reach you at \_\_\_\_\_ Email: \_\_\_\_\_

Is it better to contact you by phone or email?? Phone email