

TRRFCC Volunteer Information and Checklist

Name: _____ Date: _____

Mailing Address: _____

City _____ Zip Code _____

Email: _____

Phone: (cell) or (home) _____ Do you text: yes or no

Please mark areas you are interested in volunteering:

Program needs:

___ Fundraising ___ Writing articles ___ Soliciting Sponsors

___ M&M Sales after school ___ Graphic Design ___ Other

Class needs:

___ Classes with Students ___ Washing bandanas ___ Photography

___ Providing lunch during classes ___ Filing ___ Other

Forms Completed Checklist - to be turned in to today!:

___ TRRFCC Horsemanship Volunteer Release

__Y __N Do you have a current finger print card on file with District office - this service is provided by CCUSD if needed!

___ *District Clearance Approval Form (turned in to the HTES front office with copy of driver's license)

**The district application is ONLY necessary if do not already have a state fingerprint clearance.*

Do you have any other resources, suggestions, or ideas to make TRRFCC Horsemanship the best it can be?

Thank you for volunteering with TRRFCC Horsemanship.

2016/17 is our 8th successful year of classes!

Here are some safety guidelines aligned with the pillar of character to follow throughout the classes.

Trustworthiness – “**True Blue**” Approach the horse from the front at the shoulder, never from behind. Walk slowly and calmly towards the horse talking quietly saying the horse’s name. Make sure the horse can see you. Give them a nice pat on the neck to let them know you are friendly.

REMEMBER: IF YOU CAN NOT SEE THE HORSE’S EYE HE CAN NOT SEE YOU!

Respect – “**Golden Rule**” Always be calm, cool, and collected. A horse’s first reaction when scared is to flee and run away. 2nd reaction is to defend themselves. They can be afraid of loud noises and sudden movements. Be respectful to everyone around. Treat others the way you want to be treated.

Responsibility – “**Green Earth**” Take responsibility for yourself, your horse and others. Always FOLD the lead rope in your hand, never wrap in circles around your hand or any part of your body. If you wrap it you could be dragged by your horse if he gets spooked.

Fairness – “**Equality Orange**” Take care of equipment and put it away properly for the safety of yourself and others. Let everyone participate equally and share responsibilities.

Caring – “**Red Heart**” Dress appropriately, this is caring for yourself and your horse. Must wear closed toed shoes when working around horses. We prefer jeans and they must wear a helmet along with proper footwear when riding the horse.

Citizenship – “**Royal Purple**” A good role model practices all the pillars of character to become good citizens. Our ultimate goal is to create sensitive, confident caring leaders for the future!

Silent Stallion

This is how we will get the groups attention!

When a hand is in silent stallion form, all students eyes should be looking at the speaker and mouths closed to know they are paying attention.

“Safety First, Fun Always!”



TRRFCC Horsemanship Class Schedule

2015/2016 Class Dates

Trustworthiness: Sept. 26, 28, 30
 Respect: Oct. 31, Nov. 2, 4
 Responsibility: Nov. 28, Dec. 30, 2
 Fairness: Jan. 30, Feb. 1,3

Caring: Feb. 27, Mar 1, 3
 Citizenship/Rainbow Week: May 1, 3, 5
 March field trips for all K 1st & 2nd graders

| Teacher Schedule | Monday | Wednesday | Friday |
|------------------|---------------------------------|--|--------------------------------|
| 9:45-10:35 | J. Cresswell 4 th | Feibus 4 th STMS Mentors | Borth 3rd |
| 10:45-11:35 | B. Cresswell 5th | Katai - 5 th STMS Mentors | Schutzka – 5th STMS Mentors |
| Lunch Break | | | |
| 12:55-1:45 | | Wilson – 3rd 6 th Gr. Mentors | Brashears 5th |
| 1:55-2:45 | | Zoerb - 3 rd 6 th Gr. Mentors | Hill 3rd |

Upcoming Events

- September 21st 9-10:30 A.M. Volunteer Training at HTES Arena. Mentors will join us at 11
- Mon., October 31st Volunteer Training Part 2 in preparation for students on horseback.
- Mon., November 14th Family Fun Night TRRFCC Fundraiser
 5:00 – 8:00 pm at The Buffalo Chip in Cave Creek
 Volunteers are needed!
- March 14th Spring Pictures for all HTES students.
- Hoedown Date TBA. The TRRFCC Herd will be in the arena!

Volunteer Safety Guidelines

Thank you for your volunteering your time and supporting TRRFCC Horsemanship. This is the beginning of our 7th successful year providing classes to 3rd-5th grade. We have a mentor program bringing 6th graders out to volunteer with us, as well as 7th and 8th grade students from Sonoran Trails Middle School.

Here is some more information on how a TRRFCC Class is structured, so we will have consistency with the students and keep them safe at the arena.

When you come to the arena

- Sign in and out
- Wear a name tag (put on shirt so students can read it)
- Look at white board to see where you are stationed. We will have a short overview of class 10 minutes before class begins. Ask questions, and voice any concerns.
- Be a friendly leader. Students and horses are looking for a leader to help them stay confident. Experienced volunteers will be partnered with a student mentor. Please guide and encourage them to take the lead in discussions with students. Our mentors are up for the challenge!
- **Safety First, Fun Always!**

Students will visit three stations: Journaling, Team Building and Horse/Arena

Journaling and Team Building

- Keep track of time. Jodi will assist in time management.
- Students need to write in complete sentences with legible penmanship. You can ask the teacher questions, or to even directly assist to help us stay aligned with their standards in the classroom.
- All students need to participate. Try to engage the students in conversation.
- Water break only in journaling group as instructed in this station. (unless it's hot, of course!)
- All safety rules apply, including no running, yelling or loud behavior.
- Students should not play in dirt or write on tables
- Help students understand the relationship between activities and the monthly character trait.
- Collect completed journals after each class and file in appropriate folder. Unexpected wind gusts can and will blow papers into the arena. Please do everything you can to prevent this.
- Assist in distributing and collecting name tags at the end of each class

Horse Arena and Pens

- Refer to volunteer cheat sheet (please bring with you to all classes- we have extra copies!)
- Some team building activities will be held in the pens; all horse safety guidelines apply
- Always untie and hold horse near middle of pen, so students are not trapped between horse and fence.
- Our goal is to have two volunteers per horse -one to hold the horse and one to concentrate on kids and safety. A volunteer can stand at the flank (in front of back leg) of horse so students will not think to go behind the horse.
- Be observant of horses behavior during class at all times. Let Jodi know if we might need to switch to another horse if yours needs a break.

Basic Horse Safety Rules

- Never Approach a horse directly from the rear. Even when tied, the horse should turn to face you. If you cannot see the horses eyes, he cannot see you.
- Approach your horse at his shoulder, talking to him in a calm voice. REMEMBER: Horses are creatures of REACTION (Fight or Flight); so always let the horse know where you are.
- Horses may kick, bite, strike and/or bolt if startled. REMEMBER horses cannot see your hand when you pat their noses and this may cause them to jerk their heads up so keep your head in a protected position when handling a horse. Their eyes are on the sides of their heads and approximately 2 feet in front of their head and directly behind are “blind spots.”
- Use a safe lead rope and both hands when leading. The excess lead should be folded in a figure 8 pattern and held in the left hand while holding right hand elbow length from snap. DO NOT ever wrap lead around your hand or wrist.
- Do not allow the lead or reins to drag on or near the ground. The horse or leader could step on it and trip or become entangled.
- If the horse rears, release the hand closest to the horses head so you will not be jerked off the ground.
- Always lead the horse on his left with your body in line with the throat latch and shoulder. Your hand closest to the horse should be 6-8” away from his chin.
- Do not pull down on the lead as this causes pressure on the horses head and can make him irritable. A short, light, quick correctional “tug” is all that is needed if you want him to slow down or pay attention.
- You weigh a lot less than a horse; you cannot “out pull” him.
- IF a horse pulls back, step with him rather than pull against him. If he continues to pull back let some slack out of the lead rope.
- ALWAYS walk AROUND your horse, preferably in front unless they are tied to the rail. If you need to walk behind a horse, make sure you talk to them so they know you are there.
- NEVER duck under or step over the lead.
- Always tie with a double loop slip knot to the strings tied to post. Never tie directly to post or panels.
- If the horse is getting testy, be assertive and correct his behavior to keep him honest throughout the day. Do not tease the horse, or let them nuzzle or push you. This will lead to rude behavior in the future.