



ROCK, Ride On Center for Kids
PO Box 2422 Georgetown, TX 78627
2050 Rockride Lane, Georgetown, TX 78626
(512) 930-7625 office (512) 863-9231 fax
www.rockride.org

Volunteer Application and Health History

Legal Name: _____ Date of Birth: _____ M/F

Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Phone #: Home: _____ Cell: _____ Other: _____

Employer/School name: _____

Address: _____ City: _____ State: _____ Zip: _____

Parent/Legal Guardian name (if under 18): _____

I have served in the United States Military or my parent/legal guardian is currently or has served in the United States Military: Yes _____ No _____, which branch: _____

How did you learn about ROCK? _____

Do you have experience working with children an or adults with disabilities? If so please describe:

Do you own your own horse? __Yes __No. Do you have experience working with horses? __Yes __No

Health History:

Please describe your current health status, particularly regarding the physical/emotional demands of working in a therapeutic riding program. Addressing fitness, cardiac, respiratory, bone or joint function, recent hospitalizations/surgeries or lifestyle changes. _____

I understand that the information provided above is accurate to the best of my knowledge. I know of no reason why I should not participate in this center’s program.

Signature: _____ Date: _____



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Volunteer/Staff Liability and Photo Release

Liability Release:

_____ (Participant name) would like to participate in the ROCK volunteer program. I acknowledge the risks and potential risks of working with and or around horses. I hereby, intending to be legally bound, for myself, my heirs, and assigns, executors or administrators, waive and release forever all claims for damages against ROCK, its Board of Directors, Instructors, Therapists, Aides, Horse Owners, Volunteers and /or Employees for any and all injuries and/or losses I/my son/daughter/ward may sustain while participating in ROCK volunteer programs. WARNING-Under Texas law (Chapter 87, Civil Practice and Remedies Code), an 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.

Signature: _____ Date: _____
(Participant name)

PHOTO RELEASE:

I hereby (Circle one) Consent Do NOT Consent
To the use and reproduction by ROCK of any and all photographs and any other audio/visual materials taken of me/my son/daughter/ward for promotional printed material, educational activities, exhibitions or for any other use for the benefit of the program. ROCK is policy is that only first names will be used to identify people unless specific permission is given from the parent/client/caregiver.

Signature: _____ Date: _____
(Participant name)

Statement of Confidentiality

I understand that all information, both written and verbal, regarding clients at ROCK, Ride On Center for Kids and confidential business matters shall be held in strict confidence at all times except as needed with the facilitation for therapy and/or business purposes.

I understand that a breach of confidentiality is grounds for dismissal and may also result in legal prosecution.

Signature: _____ Date: _____



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I understand that all information, both written and verbal, regarding clients at ROCK, Ride On Center for Kids and confidential business matters shall be held in strict confidence at all times except as needed with the facilitation for therapy and/or business purposes.

I UNDERSTAND THAT A BREACH OF CONFIDENTIALITY IS GROUNDS FOR DISMISSAL AND MAY ALSO RESULT IN LEGAL PROSECUTION.

Signature* _____ **Date** ____/____/____

Printed Name of Volunteer, parent or legal guardian

*If the student/volunteer is under the age of eighteen (18), a parent or guardian must sign and date

SOCIAL MEDIA POLICY:

Volunteers will not post client information or photographs on personal social media. ROCK controls what is posted on the ROCK Facebook and other ROCK social media outlets. Only those with signed Photo Releases may have photographs posted. Clients and families are asked verbal permission prior to posting. No client names are posted. Volunteers are educated to not post ROCK information or photographs on personal social media. Volunteers are educated to get permission from clients and families before taking personal photographs.

Signature* _____ **Date** ____/____/____

Printed Name of Volunteer, parent or legal guardian:

*If the student/volunteer is under the age of eighteen (18), a parent or guardian must sign and date



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Authorization for Emergency Medical Treatment Form

Name: _____ DOB: _____

Phone #: Home: _____ Cell: _____ Work: _____

Physician's name: _____ Medical Facility: _____

Allergies to medications: _____ Current Medications: _____

In the event of an emergency, contact:

Name: _____ Relation: _____ Phone #: _____

Name: _____ Relation: _____ Phone#: _____

Name: _____ Relation: _____ Phone#: _____

In the event emergency medical aid/treatment is required due to illness or injury during the process of receiving services, or while being on the property of the agency, I authorize ROCK, Ride On Center for Kids to:

1. Secure and retain medical treatment and transportation if needed.
2. Release volunteer record upon request to the authorized individual or agency involved in the medical emergency treatment.

Consent Plan

This authorization includes x-ray, surgery, hospitalization, medication and any treatment procedure deemed "lifesaving" by the physician. This provision will only be invoked if the person(s) above is unable to be reached.

Consent Signature: _____ Date: _____
(Volunteer, Parent, or Legal Guardian)

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.

Consent Signature: _____ Date: _____
(Volunteer, Parent, or Legal Guardian)



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Rules and Regulations

These rules and regulations are stated to help ensure safety and we ask for your assistance in making sure that everyone follows them.

1. **Training Requirements:** All volunteer training is conducted by the Volunteer Department and PATH Int'l Certified Instructors. Prior to performing any volunteer duty or participating in a therapy session, volunteers must complete and pass all required training.
 - a. Orientation: Anyone wishing to volunteer at ROCK, Ride On Center for Kids, must complete orientation and agree to adhere to all ROCK, Ride On Center for Kids policies, rules, and safety guidelines.
 - b. Side Walker: Volunteers must demonstrate that they can keep a rider safely on a horse during class and successfully dismount the rider in the event of an emergency.
 - c. Horse Prep: Volunteers must demonstrate that they can groom and tack a horse according to ROCK, Ride On Center for Kids standards.
 - d. Horse Handler: Volunteers must demonstrate that they can competently lead a horse during a therapy session. Volunteers must complete Side Walker training, Horse Prep training, and have 5 hours of side walking prior to beginning the Horse Handler training.
 - e. Advanced Training: ROCK, Ride On Center for Kids offers additional training classes on an as needed basis. Volunteers interested in receiving advanced training must obtain the permission of the volunteer department, Program Director and/or Equine Director.
2. **Age Requirements:** Volunteers working with riders or horses must be at least 14 years of age. Upon approval of the Volunteer Department, children between the ages of 10 and 13 may volunteer in the barn or office. Children under the age of 14 must be supervised by a parent or guardian.
3. **Physical Requirements:** For **volunteers** who serve clients in the arena must be able to lift 20 pounds, walk at a steady pace for 45-50 minutes and occasionally jog short distances.
4. **Volunteer Forms:** Volunteers will be required to sign a variety of forms prior to any participation in ROCK, Ride On Center for Kids activities. These forms include, but are not limited to:
 - a. Authorization for emergency medical treatment
 - b. Volunteer/staff information form and health history
 - c. Photo release
 - d. Liability release
 - e. Confidentiality statement
5. **Background checks:** Because we work with children, all volunteers are required to go through a background check.
6. **Child Care:** Children under the age of 10 are not allowed at ROCK, Ride On Center for Kids, unless they are supervised by a parent or guardian. Children under the age of 10 are not permitted to act as volunteers. Volunteers must make prior arrangements for child care.
7. **Pets:** Personal pets, with the exception of service dogs, are not allowed on the property without the prior consent of the Executive Director.



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Rules and Regulations Continued

8. **Photos:** All volunteers, staff and families must be granted permission prior to taking photographs or video.
9. **Cell Phones:** If you feel you must carry your cell phone, please turn off the ringer. Please DO NOT answer your phone while in the middle of class. If it is an emergency please ask the instructor to be excused from class to take the call.
10. **Dress Code:** Volunteers should dress appropriately for horse related activities around children.
 - a. Wear comfortable, safe shoes for walking in the sand. No sandals, open-toed shoes, or clogs.
 - b. Wear weather appropriate attire for physical activity (dress in layers).
 - c. No tank tops, spaghetti straps, midriffs or halter tops. No shorts with an inseam of less than 5 inches.
 - d. No revealing clothing
 - e. No dangling jewelry that can get caught or tangled on straps, or grabbed by small hands.
 - f. No clothing advertising drugs, alcohol, firearms or other inappropriate subject matter.
11. **Parking:** ROCK, Ride On Center for Kids is not responsible for lost or stolen items left in your car. Park in designated areas: Along the north (office) side of the building or along the fence on the end (front) side of the arena near the tack room. The handicapped parking spaces and the spaces along the fence across from the handicapped spaces are reserved for client parking.
12. **Designated Areas:** Only staff and volunteers are allowed beyond the visitor arena. Off limit areas include, but not limited to, the horse pastures, tack room, horse grooming area, stall areas, mounting area, west end of the arena and the arena.
13. **Arrival times:** It is very important that classes begin on time. Side Walkers should arrive no later than fifteen (15) minutes before their scheduled class time, and Horse Handlers should arrive no later than thirty (30) minutes prior to their scheduled class time.
14. **Name Tags:** Always wear your name tag. It is very important that everyone knows who you are and what training you have had.
15. **Bad Weather Notice:** In the event of bad weather, ROCK, Ride On Center for Kids, follows the Georgetown ISD closure policy and will also be closed. For all other weather conditions, do not assume classes are cancelled. If there are last minute cancellations, the ROCK, Ride On Center for Kids, office will make every effort to call the volunteers for that day.
16. **Attendance:** Regular attendance is very important. Whether you can commit to one hour or ten hours a week, we appreciate every hour you can give to ROCK. We ask that volunteers commit to a full session and/or set times. It is your responsibility to keep track of the days and times you have agreed to work.
17. **Absences:** It is your responsibility to notify ROCK at least 24 hours in advance of your shift if you will be absent or late. There are three methods of notification:
 1. Write in the Volunteer Calendar the days that you will be absent
 2. Call 737-300-ROCK (7625) or call the front office at 512-930-ROCK(7625)
 3. Email the rockateers@rockride.org the dates you will be out.
18. **Dismissal:** Volunteers serve at the request of ROCK, Ride On Center for Kids. Volunteers who do not adhere to the rules and procedures of the organization are subject to the ROCK volunteer dismissal policy. Any volunteer may request an opportunity to discuss the reasons for dismissal with Volunteer Department, staff and/or Executive Director.



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Rules and Regulations Continued

19. **Assignment Board:** There are assignment boards on the ROCK web site, in the volunteer lounge and the tack room door. These boards have the class schedule and volunteer assignments for the day. Please refer to the assignment board on the tack room door for the most up-to-date information.
20. **ROCK phones:** Phones and Emergency Plans are located in the tack room and front office, as well as every office at ROCK. Familiarize yourself with these locations and emergency procedures.
21. **Fire Extinguishers:** Fire extinguishers are located at either end of the stalls and on the columns on the office side of the arena. Familiarize yourself with these locations.
22. **Change in medical condition:** Following a hospital stay or a significant change in health, ROCK requires a letter of release from a physician to return to regular volunteer duties
23. **Medical Conditions:** If you have a medical condition that may affect your ability to safely perform your volunteer duties, please discuss this with the Volunteer Department prior to entering the arena for the first time.
24. **Medications:** Please be aware that some medications (such as allergy medications or muscle relaxers) may cause drowsiness or interfere with your reaction times. If you are experiencing any side effects from medications that may hinder your ability to safely perform your volunteer duties, please notify your Team Leader or Instructor.
25. **Stay Hydrated:** Participation at ROCK can require strenuous activity. It is very important- especially during summer months-to stay hydrated. Drink plenty of fluids throughout the day and take frequent breaks.
26. **Never Hand Feed the Horses:** Ask for permission from the Instructor if you would like to reward the horses with a treat.
27. **Follow ROCK Procedures:** ROCK has many volunteers, students and families that come through our gates each week. Follow procedures and techniques demonstrated in training when working with our horses and our students. This will help guarantee a safe and enjoyable experience for everyone.
28. As of September, 1995, Texas enacted the following law:
Texas Law (Chapter 87, Civil Practice and Remedies Code), an equine professional is not liable for the injury or the death of a participant in equine activities resulting from the inherent risk of equine activities.
29. **THE UNAUTHORIZED CONSUMPTION OF ALCOHOLIC BEVERAGES ON THE PREMISES IS STRICTLY PROHIBITED.**
30. **SMOKING ON THE PREMISES IS STRICTLY PROHIBITED.**
31. **Fire arms policy:** Pursuant of Texas Penal Code (30.07) we are not an open carry campus.

I have read and understand what is written and agree to follow the rules and regulations set forth by ROCK, Ride On Center for Kids. I understand and am aware of the Texas Equine Liability Act (item 4 above)

Printed Volunteer Name: _____ Date: _____

Signature of Volunteer: _____

Signature of parent or legal guardian (if under 18): _____



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Please fill out the table below with your interest and any experience you may have.

Volunteer Opportunities	Check if interested	Describe Experience (if any)
Horse Prep		
Side walker		
Horse Handler		
Feeding Horse		
Horse Conditioning		
Classroom Volunteer		
Grants		
Newsletter		
Photography and/or video		
Volunteer recruiting		
Reception desk/Wranglers		
Horse Show		
Veterans		
Special Events		



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Volunteer Schedule Request

Name: _____

Phone #: _____ Email: _____

Below you will see ROCK's volunteer schedule. Please fill in when you are available and answer the following questions.

How many days would you like to volunteer per week? _____

Would you be interested in feeding horses? Yes _____ No _____ Feeding takes place in the AM before classes and in the PM starting at 3:45. You must already be a horse handler to help feed.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00AM						
8:00 AM						
9:00 AM						
10:00 AM						
11:00 AM						
12:00 PM						
1:00PM						
2:00 PM						
3:00 PM						
4:00 PM						
5:00 PM						
6:00 PM						
7:00 PM						
8:00 PM						