

# **Volunteer Manual**



## **Full Circle Farm Therapeutic Horsemanship**

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## **Welcome to Full Circle Farm Therapeutic Horsemanship!**

By volunteering your valuable time, you will be improving the lives of individuals with special needs right here in our community. We welcome you to be a part of our program and the amazing effects of Therapeutic Horsemanship.

Whether your experience with horses is extensive or nonexistent, your willingness to give of yourself and your time is what we need. There are many areas of volunteer opportunities here at FCFTH. Our Volunteers help with leading horses and assisting Participants in classes, as well as facility and grounds maintenance, fundraising and administrative work. We will be happy to work with you to find the area where you will feel the most comfortable and that will be the most rewarding to you.

Thank you for choosing to become an FCFTH Volunteer and being a part of our Equine Assisted Activities and Therapies Program (EAAT). We hope that in doing so, you will find that your own life will be enhanced as well.

The goal of this manual is to provide you with guidance for working with our Participants and horses. It will facilitate a common understanding and consistency among our Volunteers and Staff, thus allowing us all to best serve our Participants.

We want you to know that every person you are helping at FCFTH is aware of and grateful for your help. We simply could not do this without our Volunteers. You are extremely valuable to us and we appreciate all that you do.

### **An Introduction to Therapeutic Horsemanship**

Therapeutic horseback riding began in Europe over 60 years ago. It has grown from the intuitive knowledge of a few dedicated equestrians to a successful treatment method recognized and supported by medical, psychiatric, and social service professionals. Therapeutic riding gained worldwide attention during the 1952 Olympic Games in Finland when Lis Hartel, stricken with polio and wheelchair bound, won the silver medal in dressage. Her victory was the catalyst for the formation of therapeutic riding centers throughout Europe, particularly Great Britain. The first therapeutic riding center in the United States began in 1969.

Professional Association of Therapeutic Horsemanship International (PATH Intl.) was established in 1969. PATH is an investigative, advisory, training and regulatory organization which helps promote safety by setting standards for well-run horse related programs for disabled persons. There are now hundreds of PATH Intl. affiliated centers and thousands of people involved in EAAT.

These amazing, sensitive and compassionate animals, our horses, are our highly valued and appreciated equine partners. They contribute to the Physical, Social and/or Cognitive benefits of Therapeutic Horsemanship and EAAT.

Their gentle rhythmical movements stimulate the muscles of the Rider that would be used in walking, making riding especially beneficial for non-ambulatory individuals. Riding has the potential to improve the Participant's balance, posture, coordination, strength, flexibility and mobility. It stimulates the respiratory system benefitting speech and vocalization.

As the Participant acquires basic equestrian skills, there is sense of accomplishment along with increased confidence, patience, trust, and self-esteem. Cognitive advantages include improved ability to focus and follow simple and multitask directions. Participants' communication skills improve through interaction with the Instructor, Volunteers and horse.

The Instructor sets goals for each Participant for each lesson, recording observations and results, which are then utilized in preparation for the next lesson to assure progress for our Participants. Our lessons may include both mounted and unmounted activities. Participants often groom and help prepare their horse to ride. Games are utilized to develop skills and attain various benefits for the Participant. Riders learn to guide and control the horse through patterns, over obstacles and at various gaits.

The horsemanship skills that are developed provide them with the opportunity to increase physical strength and stamina, improve balance and coordination, and improve general health. This is also an opportunity, while focusing on achieving the physical, social, and cognitive benefits, to simply put some fun, excitement and enjoyment into their lives. Many find this to be the highlight of their week.

# EXAMPLES OF PEOPLE FIRST LANGUAGE

BY KATHIE SNOW; VISIT [WWW.DISABILITYISNATURAL.COM](http://WWW.DISABILITYISNATURAL.COM) TO SEE THE COMPLETE ARTICLE

Remember: a disability descriptor is simply a medical diagnosis.  
People First Language respectfully puts the person before the disability.  
A person with a disability is more *like* people without disabilities than different.

## SAY:

People with disabilities.  
He has a cognitive disability/diagnosis.  
She has autism (or a diagnosis of...).  
He has Down syndrome (or a diagnosis of...).  
She has a learning disability (diagnosis).  
He has a physical disability (diagnosis).  
She's of short stature/she's a little person.  
He has a mental health condition/diagnosis.  
She uses a wheelchair/mobility chair.  
He receives special ed services.  
She has a developmental delay.  
Children without disabilities.  
Communicates with her eyes/device/etc.  
People we serve  
Congenital disability  
Brain injury  
Accessible parking, hotel room, etc.  
She needs... or she uses...

## INSTEAD OF:

The handicapped or disabled.  
He's mentally retarded.  
She's autistic.  
He's Down's; a mongoloid.  
She's learning disabled.  
He's a quadriplegic/is crippled.  
She's a dwarf/midget.  
He's emotionally disturbed/mentally ill.  
She's confined to/is wheelchair bound.  
He's in special ed.  
She's developmentally delayed.  
Normal or healthy kids.  
Is non-verbal.  
Client, consumer, recipient, etc.  
Birth defect  
Brain damaged  
Handicapped parking, hotel room, etc.  
She has problems with/has special needs.

***Keep thinking—there are many other descriptors we need to change!***

Excerpted from Kathie's People First Language article, available at [www.disabilityisnatural.com](http://www.disabilityisnatural.com).

# Volunteer Opportunities

## Leaders:

### The Role of the Leader by Susan F. Tucker

One of the most challenging duties that can be assigned to a Volunteer is that of a horse Leader. A Leader's first responsibility is the horse, but he must also consider the Sidewalkers, making sure there is enough room along the fence and around obstacles for them to pass.

An effective Leader pays close attention to the Rider's needs as well as to where the horse is going. This reinforces the Rider's attempts to control the horse. However, you should not execute an instruction for the Rider before he has time to process the information and make an effort to comply. Sometimes it may be appropriate to walk into the corner and stand until the student figures out what to do.

Avoid the temptation to talk to the Rider or Sidewalkers. A Rider may get confused by too much input and not know who's in charge.

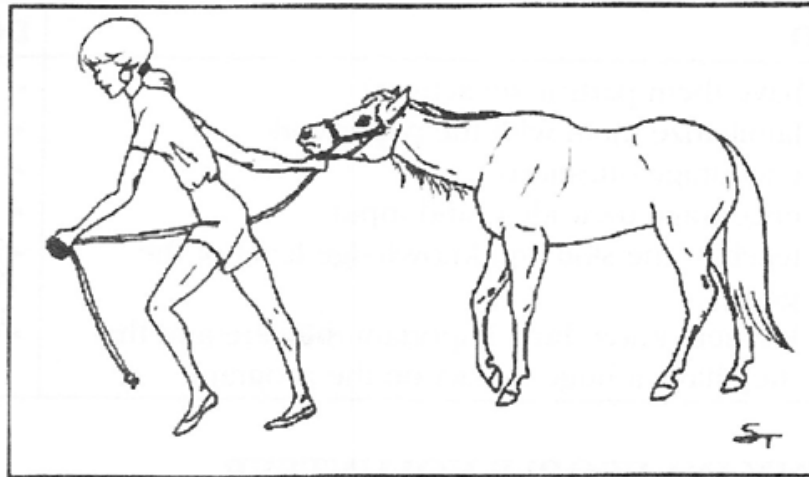


Figure A

**Figure A** depicts a few faults common among Leaders. Here is a Leader grimly marching along, head down, one hand on the lead snap, the other inside the coiled end of the rope dragging a strung-out horse. In a battle with a horse, you lose. You must get the horse to cooperate. Walk alongside the horse, about even with his eye. This helps keep him in a proper frame, which is more beneficial for everyone.

Talk to the horse; most of them know whoa, walk and trot, or can learn the words. Watch where you're going and what's happening around you. Do not walk backward to look at the Rider. It's dangerous for everyone and the horse isn't eager to follow someone who can't see where he is going.

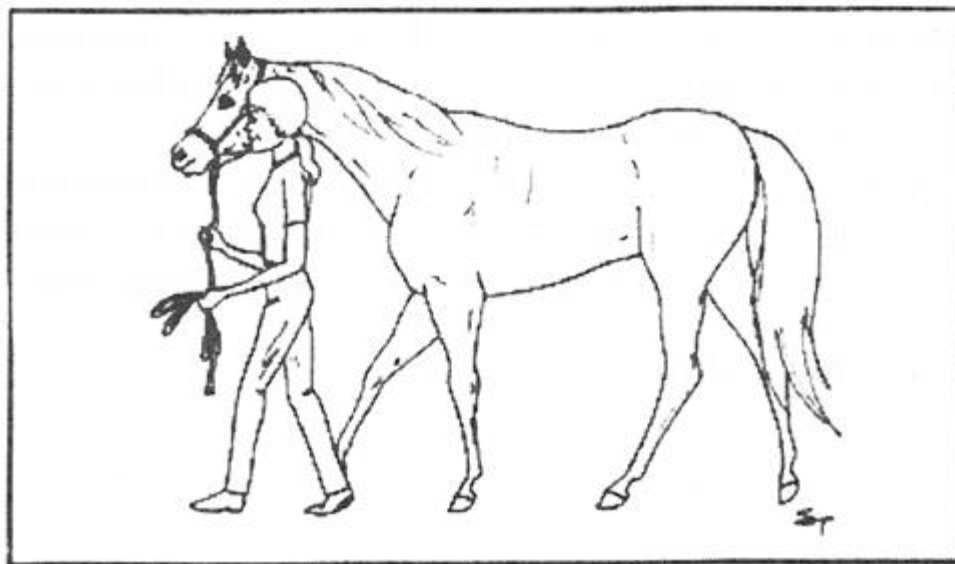


Figure B

**Figure B** shows the correct position for Leaders. The lead shank is held with the right hand 6 to 12 inches from the snap, allowing free motion of the horse's head. This is more therapeutic to the Rider and less irritating to the horse. The tail end of the lead should be looped in a figure-eight in the left hand to avoid tripping on it. Never coil the rope around your hand. That could end a close relationship with your fingers!

Use short tugs rather than a steady pull to keep a lazy horse moving. The horse can set himself against a steady pull, but tugs keep him awake. Move out, about 1,000 steps per 15 minutes, to provide the most therapeutic benefit.

When you halt for more than a few seconds, stand in front of the horse with your hands on the halter's cheek pieces (if the horse permits), or loosely hold the lead or reins. Standing in front is a psychological barrier for the horse and he will stand more quietly than if he has an easy chance to move out. If you like your thumbs don't put them through the snaffle or halter rings.

If the worst happens and there is an accident, stay with the horse. There are other people to care for a fallen Rider. The situation could easily become more dangerous if there are loose horses running around the arena. Move your horse as far from the fallen student as possible and keep calm. Listen for the Instructor's directions.

These suggestions can help you control your horse, be a good aide to a Rider and be a valuable assistant to an Instructor. You will provide real therapeutic input to your Rider, as well as make it safe for him to have fun riding.



## **Sidewalkers:**

### **Effective Sidewalking**

**By: Susan Tucker and Molly Lingua, R.P.T.**

Sidewalkers are the ones who normally get the most hands-on duties in therapeutic riding. They are directly responsible for the Rider. As such, they have the capability to either enhance or detract from the lesson.

In the arena, the Sidewalker should help the Participant focus his/her attention on the Instructor. Try to avoid unnecessary talking with either the Rider or other Volunteers. Too much input from too many directions is very confusing to anyone, and to Riders who already have perceptual problems, it can be overwhelming. If two Sidewalkers are working with one Participant, one should be the “designated talker” to avoid this situation.

When the Instructor gives a direction, allow your Participant plenty of time to process it. If the Instructor says “Turn to the right toward me,” and the Participant seems confused, gently tap the right hand and say, “Right,” to reinforce the command. You will get to know the Riders and learn when they need help and when they’re just not paying attention.

It is important to maintain a position by the Rider’s knee. Being too far forward or back will make it very difficult to assist with instructions or provide security if the horse should trip or shy.

There are two ways to hold onto the Rider without interfering. The most commonly used is the “arm-over-the-thigh” hold. The Sidewalker grips the front of the saddle (flap or pommel depending on the horse’s size) with the hand closest to the Rider. Then the fleshy part of the forearm rests gently on the Rider’s thigh. Be careful that the elbow doesn’t accidentally dig into the Rider’s leg. Sometimes, pressure on the thigh can increase and/or cause muscle spasticity, especially with the Cerebral Palsy population. In this case, the “therapeutic hold” may be used. Here, the leg is held at the joints, usually the knee and/or ankle, check with the Instructor/ therapist for the best way to assist. In the (unlikely) event of an emergency, the arm-over thigh hold is the most secure. Avoid wrapping an arm around the Rider’s waist. It is tempting, especially when walking beside a pony with a young or small Rider, but it can offer too much and uneven support. At times, it can even pull the Rider off balance and make riding more difficult. Encourage your Participants to use their own trunk muscles to the best of their abilities.

The ultimate goal for therapeutic riding is to encourage the Riders to stretch and grow to be as capable as they can possibly be. You are right at their side, so help the Instructor to challenge them to the best of their ability. Our riders ride for 30 to 45 minutes. Please let us know if you cannot comfortably walk or do short jogs for that time period.

Without you, therapeutic riding programs couldn’t exist. We thank you for all you give and challenge you to be the best you can be!

## **Volunteer Coordinator**

- assists in scheduling
- arranging substitutes
- volunteer communication
- scheduling training sessions
- assure volunteers' annual compliance

## **Administrative**

- secretarial
- bookkeeping
- recordkeeping
- assure Participants' annual compliance
- keep us organized

## **Community Outreach**

- promotion
- education
- new releases
- fund raising
- special events

## **Scholarship Committee**

- receiving, reviewing, making funding decisions relative to scholarship applications

# **Policies and Procedures**

## **New Hampshire Statute**

NH law provides that an equine activity sponsor, an equine professional, or any other person engaged in an equine activity, shall not be liable for an injury or the death of a Participant resulting from the inherent risks of equine activities.

## **Non-Discrimination**

Full Circle Farm Therapeutic Horsemanship does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, the appointment to and termination from its Board of Directors, hiring and firing of staff or contractors, selection of volunteers, selection of vendors, and providing of services.

## **Confidentiality**

All Staff and Volunteers agree to not disclose Participants' names or other personally identifiable information. We, our Staff and Volunteers, are committed to protecting their right to privacy. Photography in any form is not allowed unless specifically authorized by the Instructor or Staff. Some of our Participants have not signed a photo release for personal/safety reasons and cannot be photographed.

## **Liability Release**

Anyone volunteering in Full Circle Farm's Therapeutic Horsemanship program must sign a Liability Release.

## **Volunteer Termination**

We appreciate all the skill, energy, time and commitment Volunteers bring to our program. Please understand for the safety, security and continuation of excellence in our program, an inattentive Volunteer, one who cannot/does not perform the functions or duties of a Volunteer, or is disruptive, even after being asked not to, will be relieved of his/her Volunteer position and or re assigned. Guests who are being unsafe or disrupting classes and every day tasks will be asked to leave the premises if they do not cease the behavior after being asked once to please stop for safety of the riders, horses or themselves.

## **Speed Limit**

Please adhere to the 5 and 8.5 mile an hour speed limit while driving on the farm grounds for every one's safety.

## **Background Check**

All adults volunteering at the FCF Therapeutic Horsemanship program are required to undergo a Criminal Background Check. The authorization form is handled by a Human Resources professional.

We keep your personal private information confidential. Once the background check report is complete, the portion of the authorization form that contains the social security number is destroyed.

## **Volunteer Log**

The Volunteer Log sign-in is located in the arena office. Please be sure to sign your first and last name each time you volunteer at FCF Therapeutic. It is important you sign both In and Out. Be sure to enter the number of hours you volunteered that day.

If you are getting school or community service credit, this log will be very important and allow us to sign off for you. This also applies to any time spent at home working FCF Therapeutic projects (community outreach, fundraisers, meetings, and trainings) or anything related to program. Thank you for remembering this important record-keeping task each time you volunteer.

## **Volunteer scheduling, if unable to make it, class cancellations**

If you are volunteering to assist during lessons, it is preferable that you be able to attend on a regular basis in order to experience the benefits of the program. One of these benefits is the special bond made with Riders and other Volunteers.

If you need a more flexible schedule, we will work with our Volunteer Coordinator to determine what would be the best fit for you.

While consistency and a regular schedule are desirable, we fully understand life happens. If you can't come, please let us know as far ahead of time as you can so a substitute can be arranged.

If we need to cancel, we will advise you as soon as we can.

## **Dress Code**

We present ourselves neatly and professionally as appropriate for the activity and safety.

Appropriate attire:

- closed toe shoes, boots (protective shoes or boots desirable)
- long pants/jeans
- shirts with appropriate coverage and language
- sweaters, jackets, coats depending on the season
- winter is a good time for layering; you will likely warm up as the lesson proceeds
- sunscreen and/or bug spray may be appropriate depending on the season

Inappropriate attire:

- sandals, loafers, crocs or flip flops
- shorts or tank tops
- imprinted inappropriate photos or wording on clothing
- low cut, see through, revealing clothing
- loose fitting clothing and jewelry that could get tangled in the horse or Rider gear

## Getting the horse from the barn

This is only done by experienced Volunteers, or approved and requested by an Instructor or Staff.

## Grooming

Our horses are handled by many people. They are used to this but are still inherently creatures of habit and routine. We therefore ask that we all groom in the same manner. It is a lot easier on these great animals.

You will initially groom with the assistance of an experienced Volunteer. Once you are approved by an Instructor, you will undertake grooming independently.

Always use a halter to tie the horse in the crossties.

There is a labeled grooming box located in the tack room for each horse. Each contains a curry comb, a hard body brush, a soft body brush, a mane comb/brush and hoof pick.

### Curry Comb



A curry comb is a round/oval rubber brush that is designed to loosen dirt and hair in the horse's coat. Start at the top of the neck and gently move the brush in a circular motion. Continue this process on the rest of the horse's body, excluding the face and legs.

### Hard Body Brush



Removes the dirt and hair loosened by the curry comb. Brush the horse using short "flicks" of the wrist as though you were sweeping the dirt off the horse. Do not use the hard body brush on their face or legs.

### Soft Body Brush



Used in the same way as the hard body brush on their legs and sensitive areas. It also provides the finishing touch on the body.

### Pick (cleaning/picking the hoof)

Start with the left front foot. Face toward the rear of the horse, bend down and run your hand down the back of the leg starting at the knee, gently squeeze at the fetlock. When the horse picks up his leg, support the hoof. After cleaning, gently place the foot on the ground. Work from hoof to hoof, moving counter-clockwise around the horse.



### Mane comb



For both mane and tail. Gently please.

## **Tacking**

The white board in the Tack Room details the class time, Participant, horse, tack, and adaptive equipment for the lesson.

- Bridle will be specified by description and number. The horse's picture will also be displayed next to the bridle in the tack room.
- Saddle or bareback pad will be specified by description and number.
- Safety stirrups / Devonshire boots will be described by, pad color, etc.
- Reins will be by description: leather, rope, rainbow, handle, loop, etc.

Do not fully tighten the girth at the time of tacking. It should be left such that you can readily slide a hand between the girth and the horse.

## **Mounting**

When the lesson is ready to begin, the Instructor will perform this procedure with help from the Volunteers. The Participant may mount the horse from the ramp or the mounting block. It should be done in a quiet and controlled manner. The Leader brings the horse close to the mounting ramp (block), heads-off the horse and keeps the horse still. **NEVER ASK THE HORSE TO BACK UP IN THE RAMP AREA.**

The Sidewalker on the off-side waits for direction from the Instructor. Once the Rider has mounted, an arm-over hold is used on the Participant for a few steps away from the ramp, and then stops for a safety check.

## **Dismounting**

The Participant is to wait for the Instructor to help with the dismount. The Instructor is the only one who should perform this procedure. The Leader heads-off the horse and the Sidewalker is on the off-side to help the Rider stay balanced while dismounting.

## **In the Arena**

- Participants are not allowed in the arena without proper supervision.
- It is important that there be one person in control and that is the Instructor.
- Be alert, things can happen FAST.
- Keep horses at least 2 horse lengths apart at all times, both moving and standing. Horses that are fighting are very dangerous to all involved.
- Horses should be moving in the same direction in the arena, unless specifically directed by the Instructor.
- All passing is done on the inside and with announcement.
- Always turn to the inside when changing direction.
- Always turn to the inside to make a circle.
- The Instructor is the only one to assist Participant in the dismount.

## **Sensory Motor Trail**

Weather permitting, some part of our lessons take place on our Sensory Motor Trail. The same rules apply outside as in the indoor arena. The Participants typically look forward to this part of the lesson and Volunteers need to be aware the horses may be more animated being outside. If you are not comfortable volunteering for this part of the lesson, please let the Instructor know.

## General Rules

**Breaks, Refreshments** - If you need a break, by all means take one. Eating and drinking are not allowed while working with the horses and/or Riders.



The use of **cell phones** during class or working with Participants and horses is disruptive to all. In the interest of Safety for all, attention needs to be focused on the Participant and the horse. Please turn your cell phone OFF when you arrive. Only authorized personnel are allowed to have cell phones during our lessons.



**Smoking** or use of other tobacco products is not appropriate while volunteering. The use of alcohol or illegal drugs or being under their influence is strictly prohibited.



In the interest of safety, please do not bring your dogs and other **pets**.

**Arena gates** are to be closed at all times when there are horses in the arena.

**No hand feeding.** Treats are to be offered to the horse only in a feed tray or treat bowl.

**Free time** between lessons? If you have a long break from leading or sidewalking, there are plenty of things you may be able to assist with. Just ask us how you can help. Tidy up the tack room or office, wash out buckets, clean the toys, pull weeds, groom a horse that isn't being used, muck the stalls, etc.

**Have fun!** Your enthusiasm is contagious! Smile, laugh, and enjoy our Participants, horses, facilities and your valued contribution to our program.



# Safety

## Safety First

Whatever the goal, situation, or task, the safety of our Participants, Volunteers, Staff and horses is the first and overriding concern.

Be alert at all times. Horses are large, unpredictable, and potentially dangerous. Our Participants, who may have cognitive and/or physical challenges, are relying on us to ensure their safety.

1. As you arrive or leave, please drive slowly for the safety of all.
2. Don't yell, run or make sudden movements near a horse. Be slow, quiet and gentle.
3. Remember, within 6 feet, the horse can kick, bite, or crowd you and/or the Participant. Be alert and cautious.
4. Keep your feet and those of the Participant away from the horse's hooves.
5. Never allow a Participant to walk behind a horse, under the horse's body or neck. If necessary, block them at the horse's hip.
6. Always speak to a horse as you approach or before you touch them. And always approach them from the shoulder area. Never from the rear!
7. No Pets – in the interest of safety, please do not bring your dogs and other pets.
8. Participants should not be alone on the ramp or mounting block.
9. Arena gates are to be closed at all times when there are horses in the arena.
10. Treats are offered to the horse only in a feed tray or treat bowl. No hand feeding.
11. Do not wrap the rope around your hand or any other part of your body.
12. Do not back up the horse at the mounting ramp.
13. Be sure the tack has been checked before the Participant mounts.
14. Be sure the final tack check has taken place before the class begins.
15. In the case of a storm, that in the judgment of the Instructor could impact safety, the class will be terminated.



If there is an issue, notify the Instructor or Staff IMMEDIATELY. Some examples of this may be:

- horse is misbehaving
- horse or Rider you are working with is nervous or upset
- you aren't comfortable for any reason with your horse or Rider
- anyone gets stepped on, nipped, bitten or hurt in any way

You are participating *at your own risk*. Your safety and the safety of other Volunteers, Participants, Staff and horses are of the utmost importance!

If a horse is misbehaving, spooking, pulling in the cross ties, pinned, tangled, or otherwise upset, STAY AWAY and REMOVE YOURSELF AND YOUR PARTICIPANT from the area and danger. Let the Instructor or Staff handle the problem. A panicked horse can be very dangerous.

# Emergency

## Emergency Action Plan

The following procedure is meant to act as a guideline for you to follow in case of an emergency. Stay calm and don't panic! Please remember that as a Volunteer, you will never be expected to perform a task outside of your level of knowledge or experience.

Emergencies, while infrequent, present quickly and in unpredictable scenarios. Follow the direction of the Instructor or Staff in handling the specific circumstance.

### Sample Emergency Scenario **Participant falls off the horse**

In an emergency, it is imperative that the Instructor remains in charge and all Volunteers and Participants follow instructions.

1. **The Leader of the horse whose Rider fell off**, will move the horse away from the Participant and keep the horse under control and quiet. If there is a loose horse, it will be attended to by its assigned Leader and/or Staff. As the Leader, your responsibility is the horse and ONLY the horse.
2. **Sidewalker(s) for the Rider who fell** will remain with the Participant until the Instructor arrives. As the Sidewalker, your responsibility is the Participant and ONLY the Participant.
3. **All other Leaders** will bring their horse to a halt and stay with their horses. The emergency will further escalate if there are loose horses running around.
4. **All other Sidewalkers** of all remaining Participants will remain with their assigned Participant and wait for further instructions from Instructor or Staff.
5. **The Instructor will attend to the fallen Participant.**
  - a Basic First Aid/CPR procedures will be followed.
  - b After assessment is made, the Instructor will determine if assistance is needed or to call 9-1-1.

If appropriate, the Leaders may be asked to lead horses out of the area.

If appropriate, the Sidewalkers may be asked to exit with the Riders to a safe location.

If the Participant is unhurt and it is appropriate, the Instructor may encourage him or her to re-mount and continue the lesson.



When calling 911, please refer to the emergency information card located in the office by the First Aid Kit. It has our address and step by step directions to FCF. It is important to stay on the line with the operator. Also note to request that **ALL SIRENS AND EMERGENCY LIGHTS BE TURNED OFF WHEN ENTERING THE GROUNDS.** We are Full Circle Farm. Our address is 80 Edgell Road, Newport, NH (off Fletcher Road in North Newport, NOT off Croydon Brook Road). Tell them where the emergency is on the property; Main Barn, Indoor Arena, Therapeutic Trail etc.



Fire extinguishers are located on the outside of the kick wall of the indoor arena. There are three locations.



**AEDs** are located in the kitchen at the arena and in the tack room of the main barn.



**Human First Aid Kits** are located in the office at the arena and by the entrance to the tack room in the main barn.

#### **Equine First Aid Kits**

Equine first aid supplies are in the office at the arena and in the office in the main barn.

## **Equine Behavior**

As a prey animal, horses rely on flight as their primary defense. They are quick to react to stimuli that may not even be detected by a human. Be ready and aware at all times. As a social animal, the horse communicates with body language. Be aware of this.

## READING HIS EARS

The horse's ears and actions are the key to his emotions. He can tell you what he is paying attention to and how he feels by the way he uses his ears and the way he acts. Following are some tips to his emotions.



**Ears forward but relaxed**  
interested in what's  
in front of him.



**Ears turned back but relaxed**  
listening to his rider  
or what's behind him.



**Ears pointed stiffly forward**  
alarmed or nervous about what's  
ahead. Looking for danger.



**Ears pointed left and right**  
relaxed, paying attention  
to the scenery on both sides.



**Ears stiffly back**  
annoyed or worried about what's  
behind him; might kick if annoyed.



**Droopy ears**  
calm and resting,  
horse may be dozing.

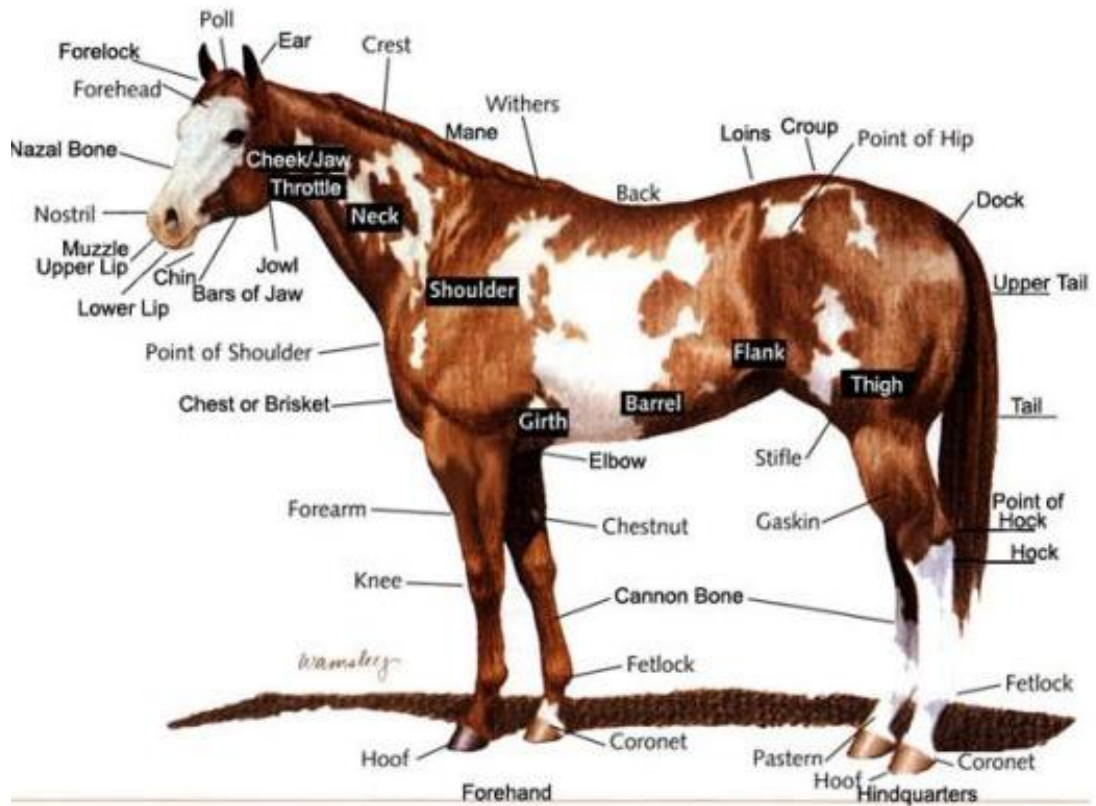


**Ears flattened against neck**  
violently angry, in a fighting mood.  
May fight, bite or kick.

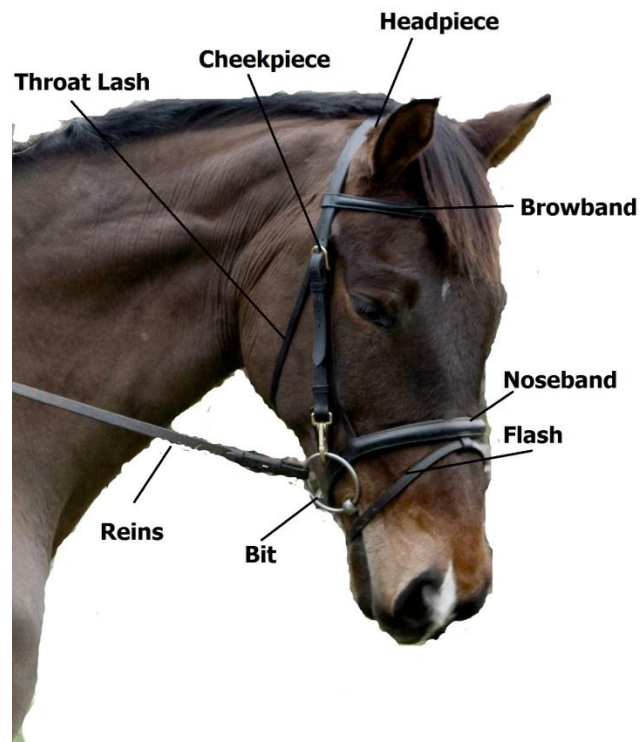
### OTHER SIGNS YOU SHOULD NOTICE ARE:

- **Tucking the tail down tightly.**  
Danger to the rear.  
Horse may bolt, buck or kick.  
Watch out if ears are flattened, too!
- **Switching the tail.**  
Annoyance and irritation:  
at biting flies, stinging insects or  
tickling bothersome actions of a rider or another horse.
- **Droopy ears and resting one hind leg on toe.**  
Calm and resting, horse may be dozing.  
Don't wake him up by startling him!
- **Wrinkling up the face and swinging the head.**  
Threatening gesture of an angry or bossy horse.  
Watch out for biting or kicking.

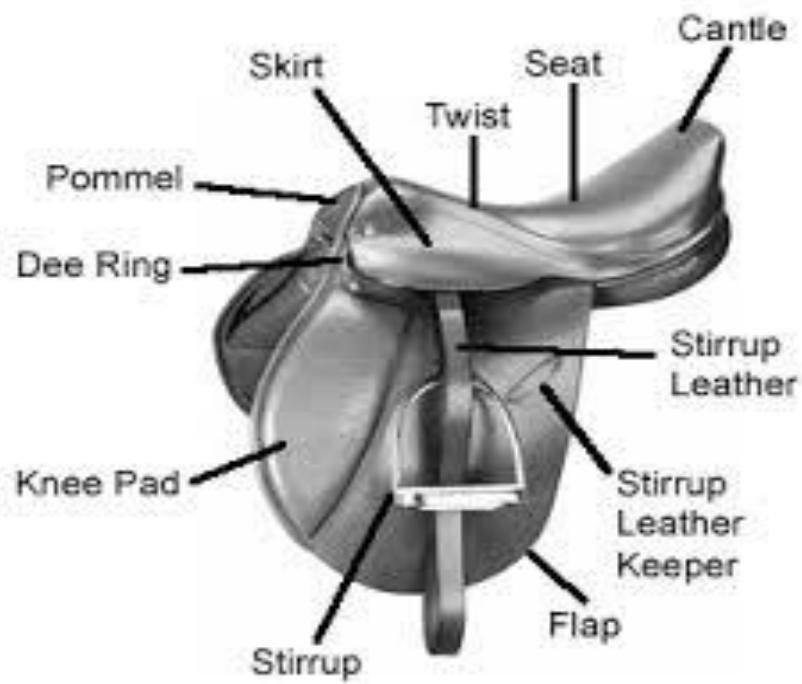
## Parts of the Horse



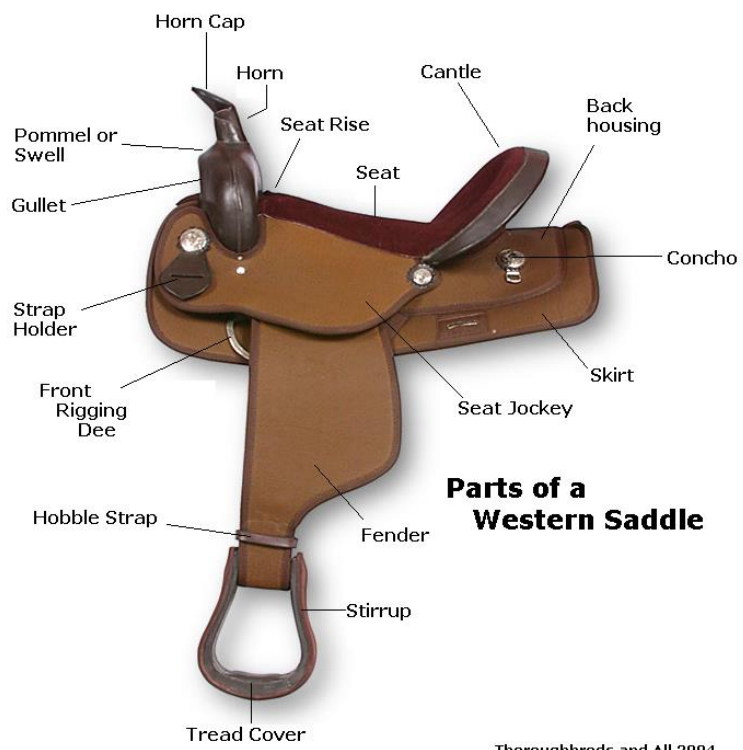
## Parts of the Bridle







**Parts of an English Saddle**



**Parts of a Western Saddle**

Thoroughbreds and All 2004





## **FULL CIRCLE FARM**

80 Edgell Road  
Newport, NH 03773  
(603) 863-2952

I have fully read the Full Circle Farm Therapeutic Horsemanship Volunteer Handbook. I understand and hereby agree to abide by the guidelines set forth in the Handbook.

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Name (Printed)

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Signature

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Date