

NHHSET Volunteer Registration 2009-2010

A. GENERAL INFORMATION (please print)

Name:

Last, First MI

Mailing Address:

STREET, BOX, ROUTE, APT #, CITY, STATE, ZIP

Are you over 18? Y or N

Are you over 21? Y or N

B. CONTACT INFORMATION

Phone: Daytime (____) _____ FAX: (____) _____

Evening:(____) _____ E-mail: _____

Best time to call: Morning __ Afternoon __ Evening __

Emergency Contact: Name _____

Phone: Daytime (____) _____ Evening: (____) _____

C. VOLUNTEER POSITION

1. Years as a NHHSET Volunteer, counting this year? _____
2. NHHSET Alumni: Y or N
3. Name of NHHSET School: _____ District: _____
4. Project(s) for which you would volunteer (i.e. equipment, jump crew, etc.)

NHHSET programs are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status.

1. Describe your skills, abilities and hobbies, as related to this volunteer position.

2. Describe your training, formal education, licenses/certification and experience Working with different age groups or targeted clientele related to this position.

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D. SHOW VOLUNTEERS

Which of the following shows are you available for:

State: May 23, 2010 (Sunday) _____

North: April 11th _____ April 25th _____ May 9th _____

Central: April 10th _____ April 24th _____ May 8th _____

South: April 10th _____ April 24th _____ May 8th _____

Note: North shows will be held at Wakewood Farm, Plymouth, NH on Sundays.

Central shows will be held at Oak Rise Farm in Goffstown, NH on Saturdays.

South shows will be held at the Tack Shack in Fremont, NH on Saturdays.

D. BACKGROUND INFORMATION

(This information will be kept in a confidential manner and accessible only to authorized personnel. A “yes” answer does **not** automatically exclude you from becoming a registered volunteer.)

Have you ever had any felony convictions: Yes or No

If yes, explain: _____

I understand that criminal background checks may be conducted on me and/or I may be subject to fingerprinting at any time during the registration process or during volunteer service.

Signature, Volunteer Registration Date (mo/day/yr)

E. ENROLLMENT/AGREEMENT

1. I agree to abide by all policies and procedures of New Hampshire High School Equestrian Teams (NHHSET).
2. I understand that NHHSET programs are open to all, regardless of race, color, religion, sex, age, veteran status, national origin, disability, or political affiliation.
3. I understand that criminal background checks may be conducted on me at any time during the registration process or during volunteer service. Volunteers must comply with their team’s school volunteer policy, which may include fingerprinting and background checks.

NHHSET Code of Conduct Standards

I. All athletes participating, volunteers associated with and persons contracted with NHHSET during the NHHSET season, will comply with NHHSET Code of Conduct Standards. (All persons associated will be called member through out this document unless specifically identified.) Each Team shall take reasonable measures to insure supporters (friends, relatives, volunteers) of their Team conduct themselves according to NHHSET CODE OF CONDUCT STANDARDS.

II. Standards of conduct will be applied in the following order:

A. School

1. Athletes shall comply with the written rules of their school district, pursue the prescribed course of study, submit to lawful authority of principal, athletic or activity director, teachers, advisors and coaches and conduct themselves in an orderly fashion.

B. NHHSET

1. When appropriate, when school code of conduct does not apply, NHHSET Code of Conduct will prevail.

a) USEF will be utilized as guidelines when appropriate.

III. We endorse and promote the following values and conduct in order to achieve the NHHSET mission:

A. High expectations for students, school staffs, advisors, coaches, parents, families, volunteers, communities and spectators

B. Strong leadership;

C. Teamwork;

D. Clear expectations and communications;

E. Accountability

F. Appropriate attire

1. Coordinated team colors, appropriate riding pants or trousers to follow discipline

2. ASTM/SEI properly adjusted helmet worn by athletes when mounted on an equine, in a cart, wagon, or buggy, etc. being pulled by one or more equines, or in the show or practice ring leading a horse.

3. Appropriate footwear when on or near equine

4. Athletes with long hair shall wear it neatly so their number is visible.

G. Lifelong learning and skill building;

H. Recognition of, and rewards for, excellence;

I. Community & family participation and support;

J. Safe, orderly learning environments;

IV. Misconduct includes but is not limited to

A. Persistent failure to comply with rules, code of conduct or the directions of NHHSET officials

B. Failure to treat other members in a courteous manner

C. Profane or abusive language

D. Theft, damage or destruction of property at a NHHSET activity

E. Intentional cheating

F. Assaults or threats of harm to people, animals or property

G. Unlawful addictive behaviors including but not limited to narcotics, alcohol, tobacco, etc.

H. Directions from anyone while athlete is performing patterns in competition is prohibited.

I. Abuse, misuse or neglect of equine.

1. Article 302 of USEF has issued guidelines identifying specific cruelty and abuse acts. The following acts are included, but are not limited to:

a) Excessive use of a whip or spurs on any equine in a stall, runway, schooling area, competition ring or elsewhere.

b) Any striking of the equine's head (on the poll and forward of the poll) with the whip shall be deemed excessive.

c) Inhumane treatment of an equine in a stall, runway, schooling area, competition ring or elsewhere.

d) Excessive jerking of hands that leads to bleeding

2. Cruelty - A Matter Of Perspective

a) Many common practices and training methods may appear abusive. Are whips, spurs and sweat the instruments of cruelty? Maybe, maybe not, depending on the observer.

(1) If we do not police ourselves, someone else may do it for us.

(2) As you train your equine remember that you are the ambassador for all of us involved with equines.

b) Cruelty and abuse may be unintentional or a matter of degree. To determine if an action is abusive or cruel, examine your actions and ask yourself the following questions:

(1) Am I asking my equine to give more than it is mentally or physically capable of giving?

(2) Do my training methods depend on devices to achieve a "look" or quick fix?

(3) When I must use punishment, is it used fairly? Am I striking in anger or frustration? Am I using the lightest aid to achieve a desired action?

(4) Do I use pain or fear as a training method?

(5) What will be the long-term effect on my equine?

(6) Is my horse sound enough to perform the task I am asking of it?

3. If cruelty is reported, it will be investigated. Appropriate action will be taken and if cruelty or abuse persists, will be reason for elimination at that event/class. See Violation procedure.

J. No intentional travel at any gait other than a walk except in the show or practice ring.

V. These are considered minimum standards of conduct.

A. It is encouraged that each Registered Team Coach/Advisor contacts their high school and get a written copy of their code of conduct.

1. The written High School Code of Conduct ought to be discussed with athletes, parents and volunteers and included as part of signing Code of Conduct & Release form.

2. If the high school does not have a written code of conduct, ask them the process utilized if an athlete, (football, basketball, etc), exhibits misconduct behaviors. Then put this process in writing, discuss it with athletes, parents and volunteers and include as a part of signing the Code of Conduct & Release form.

B. Each advisor/coach has the right to formulate additional requirements concerning student conduct while under the direct supervision of the advisor/coach.

1. It is encouraged that expectations be written, discussed with athletes, parents and volunteers and included as part of signing Code of Conduct & Release form.

NHHSET VIOLATION PROCEDURES

I. Failure to abide by the rules, code of conduct standards or regulations of NHHSET will lead to a process of confidential investigation and possible, appropriate disciplinary actions.

A. Investigation:

1. Is defined as an exploration of the facts

a) Individual, confidential communications is a preferred method

2. Is the responsibility of the person in the leadership role i.e. the Registered Team Coach/Advisor, District Chair or State Chair, following the appropriate Communication Expectations Policy

B. Follow the school's identified process

1. This is the first line of action. Treating athletes in a like manner according to school policy is best process.

C. If NHHSET needs to employ a disciplinary process, the action should fit the misconduct.

1. Our organizational goals include providing an "opportunity to achieve in a fair, positive and educational format".

2. Documentation of disciplinary actions is encouraged.

a) Including present misconduct, disciplinary action and plan for improvement as well and action if any misconduct occurs again

b) Signatures of immediate involved parties are encouraged

(1) Athlete or team

(2) Registered Team Coach/Advisor, District Chair or State Chair, whom ever is managing the process

c) Give copies to involved parties.

3. It is recommended that actions that include or are similar to removing of points or disqualification, when considered, be discussed with the District Chair. If actions that include suspension or expulsion, when considered, be discussed with the District Chair and the State Chair to maintain standards of practice.

4. First violations, may include disciplinary actions such as:

a) Discussion, plan of action for improvement

b) Loss of points for athlete and/or team.

c) Disqualification for athlete or team.

(1) Disqualification from a class

(2) Suspension from a meet

5. Second violations, may include disciplinary actions such as:

a) Disqualification for athlete or team.

(1) Disqualification from a class

(2) Suspension from present meet

(3) Suspension from next meet

b) Expulsion from NHHSET

6. Third violation may include disciplinary actions such as:

a) Disqualification for athlete or team.

(1) Suspension from present meet & next meet

b) Expulsion from NHHSET

II. Reinstatement from suspension/disqualification/expulsion of athlete or team process:

A. For first violations only. There is no reapplication/reinstatement process available for second or third violations.

- B. NHHSET athlete may apply for reinstatement after a first violation if the following has been complied with:
1. Letter of request for reinstatement from member
 2. For drug, alcohol, tobacco, or other addictive behaviors violations, a documented counseling and/or a course of treatment
 3. Written approval by Registered Team Advisor and/or coach
- C. Approval of continued participation needs to include the same persons involved in the suspension or disqualification process.
1. Either party may request District and/or State Chair to participate.

Signature, Volunteer Registration Date (mo/day/yr)

FOR NHHSET INTERNAL USE ONLY

A. ACTION TAKEN

Date Volunteer Application received by NHHSET _____

This applicant: (pick one)

was assigned to _____ position on _____

(Date)

Met qualifications for position and was archived for future positions.

Not offered position.

Signature, NHHSET Representative Date (mo/day/yr)

B. RE-ENROLLMENT

Re-enroll with no changes Date _____

Re-enroll with the following changes Date _____

NHHSET Volunteer Signature

NHHSET Supervisor Signature