

# **Pony Up Rules/Procedures Document for volunteers**

## **Here are the NO's.**

**NO** smoking in barn, around shed rows, horses or hay storage areas. Smoking in designated area of driveway and pick up your cigarette butts.

**NO** unattended children. No exceptions/no excuses.

**NO** visitors without permission. Do not bring your sister, your cousin, your mother, your granddad, etc without permission and each visitor must sign a hold harmless agreement.

**NO** photographing without permission.

**NO** medication of horses without permission.

**NO** borrowing of medication/feed/hay/tack or supplies without permission.

Be aware of your surroundings and safety.

Do not take short cuts which could cause harm to you or a horse

Do not take horses out of stalls unless specifically asked to or by mutual agreement.

Please NO horseplay....

Volunteers will have signed "release forms" before becoming a working volunteer.

If you cannot show up for your shift, please call \_\_\_\_\_

If you feel unsafe with a horse, call someone to come and take care of that horse. Do not put yourself in a bad situation.

If a horse looks ill or lame, immediately report to \_\_\_\_\_

If a horse looks to be seriously injured, has serious bleeding or cannot get up....contact \_\_\_\_\_ and call the emergency vet number.

Familiarize yourself with barn address/emergency vet numbers on feed boards in barn.

**Beet pulp must ALWAYS be soaked for two hours prior to feeding it. Each shift must make a new batch of beet pulp before leaving so that the next shift has plenty to feed. Three scoops dry beet pulp to a FULL vat of hot water, put lid on securely.**

**Turn off lights/water/lock doors before leaving and always lock gate.**

**When weather is freezing, hoses must be drained and placed in barn.**

**Horse will need water broken in stock tanks during freezing weather and will need to be offered warm water at evening meal.**

**Do not leave electrically plugged in items on the ground...unplug and set up on shelf.**

**When feed is low....text/tell, so we can have enough for next feed shift.**

**If you break something....so what....but please tell us.**