



# The Carriage Barn Equine Assisted Therapy Programs

Mailing Address:  
C/O 8 Sarah's Way  
Newton, NH 03858

Facility Address:  
Portsmouth, NH  
(by appointment)

Phone: 603-378-0140  
Fax: 603-974-0779  
carriage-barn@comcast.net  
www.carriage-barn.com

A 501c3 Not-For-Profit Organization

## Volunteer / Staff Information Form & Health History

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Employer / School: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Date of Birth: \_\_\_\_\_ Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_

Other Phone (Cell, Pager, etc): \_\_\_\_\_

Email: \_\_\_\_\_

Parent / Legal Guardian: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_ Phone (Other): \_\_\_\_\_

How did you hear about the program? \_\_\_\_\_

Recent medical tests: Last Tetanus Shot: \_\_\_\_\_ Tuberculosis Test  +  - Date: \_\_\_\_\_

*(Consult your physician or local health department if you are not up to date with these shots / tests.)*

First Aid / CPR certified? \_\_\_\_\_

### Health History

Please describe your current health status, particularly regarding the physical (able to lift up to 50 lbs.) and emotional demands of working in a therapeutic riding program. Address fitness, cardiac, respiratory, bone, or joint function, recent hospitalizations / surgeries, or lifestyle changes.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Allergies: \_\_\_\_\_

Medications: \_\_\_\_\_

# Volunteer Background Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

Have you ever been charged with or convicted of a crime?  NO  YES: Please explain: \_\_\_\_\_

## Please list two references we may contact:

1. \_\_\_\_\_ Phone: \_\_\_\_\_

2. \_\_\_\_\_ Phone: \_\_\_\_\_

I, \_\_\_\_\_, volunteer / staff applicant, authorize The Carriage Barn Equestrian Center Therapeutic Riding Program, Inc. to received information from any law enforcement agency, including police departments and sheriff's departments, of this state or any other state or federal government, to the extent permitted by state and federal law, pertaining to any convictions I may have had for violations of state or federal criminal law, including, but not limited to, convictions for crimes committed upon children.

I understand that such access is for the purpose of considering my application as a volunteer / staff member, and that I expressly DO NOT authorize The Carriage Barn Equestrian Center Therapeutic Riding Program, Inc., its directors, officers, employees, or other volunteers to disseminate this information in any way to any other individual, group, agency, organization, or corporation.

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 The Carriage Barn Equestrian Center's Therapeutic Programs.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Applicant)

Current Driver's License?  NO  YES: License Number: \_\_\_\_\_ State: \_\_\_\_\_

# Volunteer Availability

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

I would like to help with: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am available to help:

\_\_\_\_\_ (Days & Times)

\_\_\_\_\_ with Fundraising / Celebration events

\_\_\_\_\_ with Horse Show Fundraising events

\_\_\_\_\_ with Holiday Party, Silent Auction & Raffles

I have experience & training in \_\_\_\_\_

\_\_\_\_\_ (not required).

An hour a week of your time can make a world of difference to a handicapped rider!

**THANK YOU**

EMERGENCY INFORMATION / RELEASE FORM

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Physician's Name: \_\_\_\_\_

Health Insurance Company: \_\_\_\_\_

Allergies to medications: \_\_\_\_\_

Current medications: \_\_\_\_\_

**In the event of emergency, contact:**

Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone: \_\_\_\_\_

In signing this application, the Undersigned (& parent / guardian if a minor) agrees to the following: **AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT:** The Carriage Barn will render basic first aid as needed, but is not liable for any medical services that may be needed. Any medical services that may be needed are the sole responsibility of the Undersigned. Permission is given here for The Carriage Barn to secure & retain medical treatment (including transportation) if needed and release records to assist in that medical treatment. Permission is also given to any physician / hospital chosen by The Carriage Barn to treat the Undersigned for any illness or injury, as deemed appropriate by qualified medical personnel.

**RELEASE AND HOLD HARMLESS:** Whereas, the Undersigned, acknowledges the inherent risks involved in riding & working around horses, which risks include bodily injury & death, from using, riding or being in close proximity to horses, among other risks & further, that both horse & Driver can be injured in normal use or in competition & schooling. In consideration, therefore, for the privilege of riding and/or working around horses at The Carriage Barn, the Undersigned does hereby agree to hold harmless & indemnify The Carriage Barn Equestrian Center Therapeutic Riding Program, Inc., Ann Miles, and Peverly Hill Stables. Further the Undersigned releases them from any liability or responsibility for accident, damage, injury, death, or illness to the Undersigned or any horse owned by the Undersigned or to any family member or spectator accompanying the Undersigned any premises during the clinic.

**ALSO,** in signing this application the parent / guardian agrees to the following: Any damage caused by the Undersigned's disregard of instructor / staff instructions must be paid for by the Undersigned. The Carriage Barn will not assume liability for loss / damage of Undersigned's property.

Permission is also given here for use of photographs and / or video of Undersigned in Carriage Barn publicity, unless otherwise noted in advance.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Parent or Legal Guardian if Minor



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Dear

Thank you for your interest in being a volunteer with The Carriage Barn Equine Assisted Therapy Programs.

Enclosed please find program information, an application, and release forms. Please complete these forms and return them to the address listed above. We ask that volunteers assisting with lessons make a commitment of at least one full therapy session (ten to twelve weeks), as volunteers are an important part of our team and are relied on by program participants and riders.

At this time we are seeking volunteers for our \_\_\_\_\_  
session, which runs \_\_\_\_\_

Please contact me at the number above for further information, or to set up an appointment to visit our facility and meet our staff. We look forward to hearing from you!

Sincerely,

Ann Miles  
Executive Director



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## About our Therapeutic Programs...

The Carriage Barn Equine Assisted Therapy Programs began in the Summer of 2000 with a mission to enhance participants' physical, psychological, cognitive, and emotional healing and strengthening through equine activities. We believe that a quiet, natural, outdoor setting provides a serene learning environment. Horses, by their nature, provide opportunities for a unique relationship that nurtures and empowers their human partner in a way that brings new insights, self-confidence, improved communication and relaxation.

Specially trained instructors, certified by the Professional Association of Therapeutic Horsemanship, International (PATH, formerly NARHA), provide therapeutic riding and carriage driving. Therapeutic Riding utilizes the movement of the horse and specialized activities to provide therapeutic benefits to a rider. It is often recommended by physicians, physical therapists, occupational therapists and speech therapists to improve flexibility, balance, muscle strength, coordination, posture, and to stimulate the central nervous system. Other benefits include improved memory, sequencing, attention span, self-awareness, increased self-esteem and self-confidence. Therapeutic Carriage Driving gives participants an alternative to riding, opening up the world of horses to those who may be unable to ride due to weight, balance, fatigue, allergies, asthma, fear of heights, the inability to sit astride, or other issues. It can also provide the client with a unique movement experience. Therapeutic Carriage Driving is about imparting knowledge of safety, horses, harnessing, and driving skills using teamwork. The benefits of therapeutic carriage driving include improved physical strength & conditioning, cognitive abilities, self-confidence, communication, flexibility, balance, coordination, postural alignment, range of motion, relaxation, recreation & socialization.

Other professionals may work with participants in specialized Hippotherapy sessions. Hippotherapy is a term that refers to the use of the movement of the horse as a treatment tool by Physical Therapists, Occupational Therapists, and Speech-Language Pathologists to address impairments, functional limitations, and disabilities in patients with neuro-musculoskeletal dysfunction. Hippotherapy is used as part of an integrated treatment program to achieve functional outcomes. In hippotherapy, the patient engages in activities on the horse that are enjoyable and challenging. In the controlled environment, the therapist modifies the horse's movement and carefully grades sensory input. Specific riding skills are not taught, but rather a foundation is established to improve neurological function and sensory processing. This foundation can be generalized to a wide range of daily activities.

Equine Facilitated Psychotherapy is designed to enhance participants' coping skills and help with psychological and emotional healing through equine activities. Equine facilitated Psychotherapy had been found to help with depression, low self-esteem, learning disorders, anxiety, attention disorders, body image disorders, post traumatic stress disorder, and in the recovery from addictions. This program also includes therapeutic riding when appropriate with the opportunity for benefits as mentioned in the Therapeutic Riding Program. Participants in this program will work with an experienced, licensed mental health professional and an equine instructor (possibly the same person).

Our programs use a team approach to help each participant maximize the benefits of the equine relationship. Participant, horse, instructor / therapist, and volunteers are this team. Volunteers are important team members to our program. Volunteers are trained to side walk, lead, and assist before, during, and after riding sessions. Experience with horses is not required. Volunteers enjoy their time in the program as they watch participants gain confidence, strength and healing, spend time with other volunteers and staff, and learn about horses.

The Carriage Barn Equine Assisted Therapy Programs are offered throughout the year. The Carriage Barn is a Professional Association of Therapeutic Horsemanship, International (PATH, formerly NARHA) Operating Center Member and adheres to the standards of this association. In April 2003 the program was granted Federal Not-for-Profit 501(c)(3) status.

There are also plenty of opportunities to volunteer that do not involve direct hands on with lessons. Help is always welcome in horse care, barn maintenance, program fundraising and general administration.

# We need your help with...

## Public Relations

(Use the Barn office or do at home)

- Writing & sending press releases
- Writing feature articles
- Photography & video recording
- Updating info for our website
- Mailings
- Finding sponsors for riders
- Make a scrapbook / picture album
- Collating responses to marketing

## Fundraising Events

- Help set-up & serve at a lunch / dinner
- Bake for lunch / dinner
- Donate food for lunch / dinner
- Clean up after a lunch / dinner
- Donate raffles or auction items
- Find donors for raffle or auction items
- Sell raffle tickets
- Help organize an event
- Grant writing

## Horse Handling

- Turning out horses (bringing horses to outdoor paddocks)
- Horse training & conditioning
- Grooming & tacking for a lesson

## General Office Work

- Organizing files
- Assembling mailing packets
- Making copies & collating

## Lessons

Requires a weekly commitment for 8 to 14 weeks

- Be a "side-walker" for a student
- Lead a horse for a lesson

## Barn & General Maintenance

- Muck stalls
- Cleaning tack
- "Grooming" arenas & paddocks
- Driving the Kubota (manure spreader)
- Gardening, landscaping - planting & maintenance

**Spend an hour or many hours helping,  
whatever your schedule allows**

**"Many hands make light work"**