



**DO NOT MAIL OR DROP OFF FORMS. BRING WITH YOU TO ORIENTATION.**  
**Email VolunteerCoordinator@PegasusPhilly.org to sign up for Orientation**

## Pegasus Therapeutic Riding Academy, Inc.

www.pegasusridingacademy.com

### VOLUNTEER REGISTRATION FORM

DATE: \_\_\_\_\_

NAME \_\_\_\_\_

Race/Ethnicity: Caucasian Black/African American Hispanic Asian Mixed: \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

PARENT/LEGAL GUARDIAN/CAREGIVER NAME (if volunteer is under the age of 18) \_\_\_\_\_

PARENT/LEGAL GUARDIAN/CAREGIVER ADDRESS \_\_\_\_\_

PARENT/LEGAL GUARDIAN/CAREGIVER PHONE \_\_\_\_\_

EMPLOYER \_\_\_\_\_ POSITION \_\_\_\_\_

SCHOOL \_\_\_\_\_

HOW DID YOU LEARN ABOUT THE PROGRAM? \_\_\_\_\_

#### VOLUNTEER AVAILABILITY (PLEASE CHECK)

Mon PM (5:15 – 8:15 pm)  Wed PM (5:15 – 8:15)  Sat AM (8:30 – 1:30)

**Tues PM (5:15 – 8:15)**  **Thurs AM (9:00 – 12:00)**  **Sun PM (1:30 – 4:00)**

Wed AM (9:30 – 12:30)  Thurs PM (5:15 – 8:15)

Are you willing to be on our emergency call list if we are shorthanded? \_\_\_\_\_

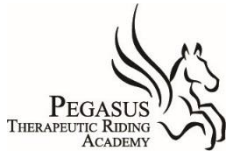
ARE YOU DOING SCHOOL SERVICE HOURS? YES  NO

Number of hours needed: \_\_\_\_\_

**\*EACH VOLUNTEER IS RESPONSIBLE FOR TRACKING HIS/HER OWN HOURS USING A TRACKING SHEET. THESE SHEETS ARE AVAILABLE IN THE MAIN OFFICE AND MUST BE SIGNED AT THE END OF EACH DAY. IF THIS SHEET IS NOT SIGNED FOR EACH DAY THAT THE VOLUNTEER IS PRESENT, CONFIRMATION OF COMPLETED HOURS CANNOT BE GIVEN UNDER ANY CIRCUMSTANCES.\***

HORSE EXPERIENCE? YES  NO  Please Describe: \_\_\_\_\_

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### **HEALTH HISTORY**

Volunteering at Pegasus Therapeutic Riding Academy is physically and mentally demanding. Safety is our #1 concern for both our volunteers and riders. Please let us know if there are any limitations regarding your current health status that might affect your ability to fully participate in our volunteer program. For example, allergies, asthma, seizure disorders, recent injuries or surgeries, cognitive limitations, or anything else that might impact the safety of the riders and/or horses and other volunteers.

**Health Information:** \_\_\_\_\_

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

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

**Cognitive Limitations:** \_\_\_\_\_

**Physical Limitations:** \_\_\_\_\_

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 Pegasus Therapeutic Riding Academy's program.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(volunteer OR parent/guardian/caregiver of volunteer if under 18)

### **PHOTOGRAPHIC RELEASE FORM FOR VOLUNTEERS**

- I  DO  
 DO NOT

consent to and authorize the use and reproduction by Pegasus Therapeutic Riding Academy of any and all photographs and any other audio/visual materials taken of me for promotional material, educational activities, exhibitions or for any other use for the benefit of the program.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Volunteer

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent/Guardian if volunteer is under 18 years of age

### **Confidentiality Agreement:**

I understand that all information (written and verbal) about participants at Pegasus Therapeutic Riding Academy is confidential and will not be shared with anyone or anywhere without the expressed written consent of the participant and their parent/guardian in the case of a minor.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Volunteer

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent/Guardian if volunteer is under 18 years of age

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### **LIABILITY WAIVER FOR VOLUNTEERS**

KNOW ALL MEN BY THESE PRESENTS, That I \_\_\_\_\_  
(Name of Volunteer or Parent /Guardian if Volunteer is under 18 years of age)  
individually, or as Parent/Legal Guardian of \_\_\_\_\_, my  
(Name of volunteer if volunteer is under 18 years of age)

minor child, in consideration of Pegasus Therapeutic Riding Academy, Inc., (hereafter referred to as "Pegasus"), providing volunteer opportunities including horseback riding, to me ( or our minor child named above), I do hereby remise, release and forever discharge Pegasus, the Board of Directors of Pegasus, the Parks and Recreation Department of the City of Philadelphia, and the City of Philadelphia from all manner of action and actions, cause and causes of action, and suits, in law and or equity which may arise in any manner whatsoever from said volunteer opportunities. I further promise not to institute any action at law or in equity against Pegasus, any of the individuals serving on the Board of Directors of Pegasus, Pegasus' employees, volunteers, the Parks and Recreation Department of the City of Philadelphia or the City of Philadelphia on account of any injury or other loss or damage that may be sustained by me or my child as a consequence of said volunteer opportunities, including horseback riding.

I understand that a volunteer position with Pegasus Therapeutic Riding Academy, Inc. is an inherently dangerous activity that can result in serious bodily injury and/or death of the participants.

This waiver shall bind me and my (our) heirs and legal representatives.

I have read this waiver and understand all its terms. I am executing it voluntarily and with full knowledge that this waiver will act as a complete bar to any claim resulting from said volunteer opportunity.

Intending to be legally bound, I have hereunto set my hand on: \_\_\_\_\_, 20\_\_\_\_.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Volunteer

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent/Guardian if volunteer is under 18 years of age

Relationship to volunteer if volunteer is under 18 years of age \_\_\_\_\_

#### **Background Information**

Have you ever been convicted of a crime? Yes \_\_\_ No \_\_\_

Please explain if yes: \_\_\_\_\_

I \_\_\_\_\_ authorize Pegasus Therapeutic Riding Academy to retrieve information from any law enforcement agency, including police departments and sheriff's departments, of this state or any other state of federal government, to the extent permitted by state and federal law, pertaining to any convictions I may have had for violations of state and federal criminal laws, including, but not limited to convictions for crimes committed upon children or animals.

I understand that such access is for the purpose of considering my application as a volunteer, and I expressly do NOT authorize Pegasus Therapeutic Riding Academy, its directors, officers, employees, or other volunteers to disseminate this information in any way to any other individual, group, agency, organization or corporation.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



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## Authorization for Emergency Medical Treatment Form

Participant     Volunteer     Staff

NAME \_\_\_\_\_ Date of Birth \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

NAMES OF PARENT/GUARDIAN (IF UNDER 18) \_\_\_\_\_

CAREGIVERS \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Phone (if different from above): \_\_\_\_\_

Physician's Name \_\_\_\_\_ Phone \_\_\_\_\_

Health Insurance Company \_\_\_\_\_ Policy # \_\_\_\_\_

Preferred Medical Facility \_\_\_\_\_

Allergies/Allergies to medication \_\_\_\_\_

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

In the event of an emergency contact:

Name \_\_\_\_\_ Cell phone \_\_\_\_\_ Relationship \_\_\_\_\_

### Consent to Emergency Medical Treatment

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 Pegasus Therapeutic Riding Academy, I authorize Pegasus Therapeutic Riding Academy, Inc. to:

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

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

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Volunteer

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent/Guardian if volunteer is under 18 years of age

Relationship to volunteer if volunteer is under 18 years of age \_\_\_\_\_

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**As of July 1, 2015, in accordance with Pennsylvania Child Protective Services Law, ALL NEW VOLUNTEERS in the Pegasus program who are 18 or older must have the following two clearances BEFORE coming to Orientation and Training and starting to volunteer:**

- (1) a completed PA State Police Criminal Record Check  
<https://epatch.state.pa.us/Home.jsp> fees waived as of July 25, 2015
- (2) a completed PA Child Abuse History Clearance  
<https://www.compass.state.pa.us/cwis/public/home> fees waived as of July 25, 2015

**AND, if you are 18 or older and have NOT been a continuous PA resident for the past 10 years:**

- (3) a Federal (FBI) Criminal History clearance <https://uenroll.identogo.com> & enter service code 1KG6ZJ Cost \$21.35.

**IF YOU ARE 18 OR OLDER AND HAVE BEEN A CONTINUOUS PA RESIDENT FOR THE PAST 10 YEARS PLEASE COMPLETE THE FOLLOWING:**

I, \_\_\_\_\_ hereby swear or affirm that I have not been convicted of any crime, in another state, similar to the convictions disqualifying a person in Pennsylvania\* from serving as a volunteer having direct contact with children.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

\*List of disqualifying convictions is found on next page.

## ***New Volunteers - to begin the process:***

1. Download, print and complete the Volunteer Registration form.
2. Email [VolunteerCoordinator@PegasusPhilly.org](mailto:VolunteerCoordinator@PegasusPhilly.org) to schedule an Orientation & Training Session. Orientation Dates can be found on the Calendar page of our website. ***If you call our volunteer coordinator and leave a message, please be aware that she has limited office hours, she will try to return calls in a timely manner, however email is the best way to reach her.***
3. Return all completed paperwork--including PA Criminal History Check, PA Child Abuse Clearance, and Federal (FBI) Criminal History (if required) at the time you are attending the Volunteer Orientation and Training Session.
4. Download, print and become familiar with the [Pegasus Volunteer Handbook](#) that is found on our website. It will prepare you for the Orientation & Training Session and answer many questions about being a volunteer.
5. Attend your Orientation & Training Session. There you will sign up for your initial volunteer times with our staff member. Our main way of communicating with our volunteers is by text, which you will receive that number at your orientation.

\*Title 18 of the Pennsylvania Consolidated Statutes (disqualifying convictions)

- Criminal homicide
- Aggravated assault
- Stalking
- Kidnapping
- Unlawful restraint
- Rape
- Statutory sexual assault
- Involuntary deviate sexual intercourse
- Sexual assault
- Aggravated indecent assault
- Indecent assault
- Indecent exposure
- Incest
- Concealing death of a child
- Endangering welfare of children
- Prostitution
- Obscene and other sexual material and performances
- Corruption of minors
- Sexual abuse of children
- Felony offense under the Controlled Substance, Drug, Device and Cosmetic Act