

Appendix B: Program Checklist

Ensure your students know what they need to bring and that you are equipped to run the program.

Check that the children have everything they need as they arrive:

- Long pants
- Footwear – ankle boot, running shoes and soft shoes (eg. Water shoes)
- Suitable clothing for weather – layers & gloves or sunscreen & hat
- Clothing must not have straps, belts, strings or hoods that can become tangled in equipment
- ASTM riding helmet where not provided by the facility
- Signed waiver

Ensure the facility has an emergency action plan, first aid kit, and drinking water available.

Arrive early to prepare for your lesson:

- Organize your area with the equipment and instructional posters for the day's lesson
- Separate the riding space if you are running the gymnastic/barrel & mounted sessions concurrently
- If you are delivering the mounted session, have all of the equipment ready and check that it is in good condition, and groom and prepare the horse
- Have progress stamp and certificates to celebrate students' achievement at the end of the lesson

Prepare the teaching space. You need:

- A large clear area (no obstacles) to ensure that the required equipment (mats, barrel, lunging area) is safely spaced and away from the walls
- The ground should be level, soft (grass, sand or footing) and free of stones
- The following gym and floor equipment is required:
 - 4 cones to delineate game areas
 - Mats for the floor (gym or foam mats) to cover a minimum of 1m x 2m area
 - A medium size ball to kick for games
- Barrel package from PTSO and (optional) small step stool
- The following tack is required:
 - Bridle
 - Lunge line and lunge whip
 - 2nd pair of reins (separate from bridle)
 - Complete saddle and girth
 - Grooming brushes
 - A mounting block (for mounted lessons)

A quiet experienced lesson horse. We recommend:

- An older horse with rhythmical movement
- A trained and experienced lunging horse that responds to voice commands and will walk on the lunge line (for this program, lunge horses must ONLY walk)