**BRIGHT STAR RANCH, INC**

**Freedom to Flourish Program**

1416 Rowland Road

Monroe, LA 71203

318-667-8271

Dear Prospective Participants,

To enroll at Bright Star Ranch, please take the following steps before your scheduled evaluation meeting:

• Carefully read the attached information. **(Pages 1-4; 11)**

• Complete the attached Participant Registration Form, Participant Application, Release and Consent Forms. **(Pages 5-10)**

• Have your counselor complete and return the Counselor Assessment and History Forms prior to your intake assessment. **(if applicable will be given separately)**

• Once you have submitted the forms, we will schedule an intake assessment. The intake will take 30 minutes and will be conducted in the office to go over all guidelines and rules for programming as well as gather information to formulate the program goals. **If the participant is a minor, we ask that the intake assessment is held at a time when the parent/guardian can attend alone. (This time will be spent to better prepare us for working with you/your child. We will not be spending time with the horses during the evaluation.) All paperwork will need to be completed and brought with you or delivered to Bright Star Ranch’s office PRIOR to the assessment appointment.** (Fax – 866-914-1880)

Please do not hesitate to call if you have any questions or need clarification. 318-667-8271.

We look forward to having you as part of our Bright Star Ranch family!

**Equine Assisted Activities/Learning (EAA or EAL)**

EAL is an experiential/hands on learning technique that facilitates personal growth by developing both social/emotional and life skills through interactions with horses. EAL programs can include activities like grooming, leading, and recognizing horse body language, just to name a few. EAL can help people develop social and emotional skills, build confidence, and reduce stress and anxiety.

**ELIGIBILITY GUIDELINES**

**Minimum Age**

Freedom to Flourish mentoring program: Participants should be at least 6 years old

**Maximum Age**

There is no maximum age limit.

**New Participant Assessments:**

All participants new to Bright Star Ranch must have an intake assessment before being scheduled in a lesson spot. Once your application process has begun, you will be called to schedule an assessment time. For minors, assessments will be completed by the Program Director and Parent/Guardian ONLY. Minors are not to attend the intake assessment.

**Special Circumstances:**

If an individual is enrolled in formal counseling, a short questionnaire (with permission) from the counselor can provide useful information for setting goals/objectives.

In many circumstances, working with a minor in the mentoring program can result in behavioral changes that are beneficial for that individual but without familial/environmental changes at home, those positive outcomes may be situational or even short lived all together. We recommend parents enroll in life coaching sessions that can be tailored alongside their child’s mentoring program. We have 2 certified life coaches on staff to offer the tools needed to be successful all around. We can discuss these opportunities at the intake assessment.

**FEES AND SCHEDULING**

Freedom to Flourish mentoring sessions – 1 hour/per week; $50 each (The payment plan is as follows):

*Ten 1-hour lessons (1 class weekly) $500*

*Class fees are due (half or in full) 2 weeks before the first class with the remainder (if paying half) due before the halfway point of the semester.*

**PAYMENT METHODS**

Venmo: @bright-star-ranch

Paypal: paypal.me/brightstarranch

Website: [www.brightstarranch.net/donate](http://www.brightstarranch.net/donate) (Make note in comments with Rider’s name)

Check/Cash: Made payable to Bright Star Ranch and turned it at assessment appointment

**SCHEDULE AND CANCELLATION POLICY**

**Scheduling**

Students will be scheduled/ matched with a mentor as appropriate lesson spots become available. Students will be scheduled on a first come, first served basis. If we are unable to schedule your participant, he/she will be put on a waiting list. When a suitable spot opens, you will be contacted. Schedule days/times will be confirmed at the end of each semester for the following semester. Time slots will remain the same unless another client drops their time and it becomes available.

**Schedule and Holidays**

You will be given a schedule at the evaluation and at the beginning of each semester outlining the semester dates and holiday breaks.

Since this is an outdoor activity and involves animals’ welfare, the weather can get in our way from time to time. However, we do everything we can to keep things rolling. If we must cancel due to weather concerns, we will do so as soon as we know it’s necessary and will contact you directly to let you know.

**Absences**

Participants are required to give 24 hours’ notice when they will not be attending class. We realize emergencies can happen. We are here at least an hour ahead preparing for the lessons and mentors have scheduled their time for you/your child. If you know that you will not be attending class, we need to know to cancel the volunteers/mentors accordingly.

If you or a family member has been sick or exposed to an illness, please do not attend your lesson. We have other participants as well as staff with compromised immune systems and try to keep everyone as healthy as possible.

Participants with 3 no call/no show absences will be reviewed and may lose their spot.

**ONE class can be made up during make up week only for each semester. These times will be at your regularly scheduled day/time unless otherwise arranged. Other missed classes are forfeited. You are paying to hold the specific lesson time each week and we are, therefore, forfeiting other participants to fulfill the goals/objectives for you/your child.**

**ATTIRE AND EQUIPMENT**

The best clothes for lessons are long pants and hard soled boots with low heels. **Shoes must be closed toed. Crocs are NOT considered closed toed shoes.** Dress for comfort and according to the weather but keep it modest and please do not wear anything with suggestive language. Wear close-fitting clothing for safety. **Loose or baggy clothing can get caught and tangled in equipment.** No dangling jewelry is permitted.

**If proper attire is not worn, activities with the horses will be adjusted accordingly. Without proper shoes, interactive horse activities will not be allowed.**

**WHAT TO KNOW/DO EACH WEEK**

* Since we want to respect the privacy of other participants as they are wrapping up their sessions, we ask that you remain in your vehicle upon arrival each week until your mentor comes to welcome you. At that time, the parent/guardian is welcome to wait in our family room at the end of the arena. If you have other children with you, please make sure that they stay in the family room throughout the entire session so that all staff members can focus on the safety and programming of the participants involved. (There are many hazards around the ranch and children are not allowed to wander, run/play during lesson times. This can also startle the horses and cause safety problems.)
* There may be a few lessons that could benefit from involving the parent/guardian or other family members. If you are willing to do so, we will let you know in advance that we would like to implement one of those lessons.
* Drop offs are NOT allowed. Parents/guardians should always remain on the premises.

**POSSIBLE REASONS FOR CLIENT DISCHARGE**

Please be advised of the following reasons that may lead to discharge from the program. This is not inclusive of all reasons.

• Uncontrolled and/or inappropriate behavior that constitutes a safety risk to rider, volunteers, staff and/or horse

• Any change in the participant’s medical, physical, cognitive, or emotional condition that makes lessons unsafe for the participant, staff, volunteers and/or horse

• Three scheduled classes are missed without prior cancelation

• Nonpayment of fees

**PRECAUTIONS & CONTRAINDICATIONS**

The following conditions, if present may represent precautions or contraindications to equine assisted learning. Please review this information, and if present, contact Bright Star Ranch for more information.

**Medical/Psychological Psychological**

Respiratory Compromise Animal Abuse

Recent Surgeries Dangerous to self or others

Substance Abuse Fire Setting

Heart Conditions Thought Control Disorders

Exacerbation of medical conditions

Hemophilia

Medical Instability

**PARTICIPANT REGISTRATION FORM**

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: (H) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (C) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medical/Psychological Diagnosis (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Date of Onset: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reason/Concern for interest in the program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Gender: M / F Height: \_\_\_\_\_\_\_\_\_ Weight: \_\_\_\_\_\_\_\_\_\_

Employer or School Level\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If under 18, please complete the following:

Father: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Life Skills Challenges:

(check all that apply)

\_\_\_\_ Self Esteem \_\_\_\_ Healthy Relationships \_\_\_\_ Responsibility \_\_\_\_ Coping Skills

\_\_\_\_ Independence \_\_\_\_ Self-Regulation \_\_\_\_ Problem Solving \_\_\_\_ Trust

\_\_\_\_ Communication \_\_\_\_ Appropriate Boundaries \_\_\_\_ Respect \_\_\_\_ Honesty

\_\_\_\_ Adaptability \_\_\_\_ Social/Emotional \_\_\_\_ Anxiety \_\_\_\_ Depression

\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I have read and agree to the regulations and guidelines for participating in Bright Star Ranch’s Freedom to Flourish program.**

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (If volunteer/participant is under 18 years of age, **both** signatures are required.)

**Does the participant… YES NO**

Have speech or language difficulties? \_\_\_\_ \_\_\_\_

Communicate verbally? \_\_\_\_ \_\_\_\_

Have a history of seizures? \_\_\_\_ \_\_\_\_

Have communication difficulties? \_\_\_\_ \_\_\_\_

Have a fear of animals/horses? \_\_\_\_ \_\_\_\_

Walk independently? \_\_\_\_ \_\_\_\_

Have a limited range of motion? \_\_\_\_ \_\_\_\_

Have a decreased strength/endurance? \_\_\_\_ \_\_\_\_

Have poor balance sitting? \_\_\_\_ \_\_\_\_

Have poor balance standing? \_\_\_\_ \_\_\_\_

Have problems with gross motor skills? \_\_\_\_ \_\_\_\_

Have altered sensations? \_\_\_\_ \_\_\_\_

Have heart/circulation problems? \_\_\_\_ \_\_\_\_

Have digestion/elimination problems? \_\_\_\_ \_\_\_\_

Have bone/joint problems? \_\_\_\_ \_\_\_\_

Have emotional/behavioral problems? \_\_\_\_ \_\_\_\_

Have a history of harming animals? \_\_\_\_ \_\_\_\_

Have any permanent medical devices? \_\_\_\_ \_\_\_\_ If yes, what? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Ambulatory? \_\_\_\_ \_\_\_\_

Crutches \_\_\_\_ Cane \_\_\_\_ Braces/AFO \_\_\_\_ Walker \_\_\_\_ Wheelchair \_\_\_\_

Previous Riding Experience? \_\_\_\_ \_\_\_\_ If yes, how long? \_\_\_\_\_\_\_\_\_\_\_\_

Name of stables: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Style of riding: English \_\_\_\_ Western \_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Photo Release**

**\_\_\_\_\_\_\_\_\_\_\_\_I consent** to and authorize **\_\_\_\_\_\_\_\_\_\_\_\_** I **do not** consent to, nor do I authorize

the use and reproduction by Bright Star Ranch of all photographs and any other audiovisual materials taken of me or my child for promotional printed material, educational activities, exhibitions, or for any other use for the benefit of the program.

I also give consent for my photo to be published on Bright Star Ranch Facebook page or other digital/social media.

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (If volunteer/participant is under 18 years of age, **both** signatures are required.)

**Confidentiality Policy**

I agree to respect and observe privacy and confidentiality of the participants, volunteers and donors of Bright Star Ranch and not discuss or disclose any sensitive information about any person or their family.

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (If volunteer/participant is under 18 years of age, **both** signatures are required.)

**Liability Release**

I hereby acknowledge that I am choosing to participate in equine assisted programming at Bright Star Ranch. I acknowledge the risks, but feel the benefits are greater than the risks. I hereby waive and release for myself, my heirs, executors, administrators, and assigns Bright Star Ranch, Inc., all of its personnel, its officers, directors, members, mentors, volunteers and all other persons regardless of their capacity who are in any way connected with the programming/riding or related activities, and their representatives, heirs, executors, administrators, successors, and assigns, from any and all rights, claims, loss, or liabilities of any kind or nature, including costs and attorneys’ fees, that I might have in connection therewith, to the maximum extent allowed pursuant to the laws of Louisiana, including, but not limited to, LA. R. S. 9:2795.1. Furthermore, I hereby acknowledge that said release will extent to any accidents, damages, or claims arising out of riding caused by my own acts or anyone or any animal within my control.

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (If volunteer/participant is under 18 years of age, **both** signatures are required.)

“By opting into our SMS program, you agree to receive text messages from Bright Star Ranch regarding lesson updates, cancellations, appointment reminders, upcoming events, etc. We will only use your mobile phone number to send these messages and will not share your information with any third parties for marketing purposes. To stop receiving texts, reply ‘STOP’. To view our full privacy policy, see page 11.

**Sign here to sign up for text message updates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMERGENCY CONTACT INFORMATION**

Participant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

In the event of an emergency contact:

1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Doctor’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Doctor’s Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Health Care Insurance Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Policy #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tetanus Shot: Y \_\_\_\_\_\_ N \_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Antidote needed: Y \_\_\_\_\_ N \_\_\_\_\_\_ Antidote carried: Y \_\_\_\_\_ N \_\_\_\_\_

Protocol for Emergency Treatment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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Please describe any medical condition requiring special precautions or treatment including HIV:

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

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**GETTING TO KNOW YOU**

Please fill out this page for our Participant Notebook so the volunteers can get to know a little bit about the riders they will be working with.

My Full Name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please Call Me \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ My Birthdate is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Family Members \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My Interests or hobbies are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

My favorite song, movie and shows are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Please supply any details that might be helpful to the volunteers to assist you. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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What teaching methods do you respond best to? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Disability or challenges: (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please share details of the participant’s interests, school behavior, family, etc., that will help us in selecting appropriate lessons. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Availability: Please check **all** time blocks that apply. **Lessons are scheduled at various times within a time block.** As soon as the schedule has been completed, you will be sent confirmation of your lesson time.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **9:00-11:00 am** | **1:00-3:00 pm** | **3:00-5:30 pm** |
| **Monday** |  |  |  |
| **Tuesday** |  |  |  |
| **Thursday** |  |  |  |
| **Friday** |  |  |  |

**IT TAKES A VILLAGE (or a BARN FULL!!)**

You may have heard the statement “it takes a village to raise a child.” In Bright Star Ranch’s case, it takes a barnful of people with different skills, talents and contact to ensure that we can continue to provide the quality services our riders deserve. This optional page is to let us know about your special skills, talents, affiliations and desire to give back and be involved in Bright Star Ranch. Thank you!

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

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

Special Skills: Please check all that you would like to share with Bright Star Ranch.

\_\_\_ Carpentry \_\_\_ Computer Technology \_\_\_ Data Entry \_\_\_\_ Electrical

\_\_\_ Finance \_\_\_ General Office \_\_\_ Graphic Design \_\_\_\_ Marketing

Affiliations

Corporate/Business Affiliations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Civic & Professional Organizations Affiliations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Fundraisers

Bright Star Ranch relies on the help of volunteers to assist with our major fundraisers.

Check below to be contacted about helping with specific fundraisers:

\_\_\_\_\_ Barn Dance \_\_\_\_\_ Vendor Market \_\_\_\_\_ Literacy Field Day/Books in the Barn

\_\_\_\_\_ Kids Christmas \_\_\_\_\_ Away in a Manger \_\_\_\_\_ Other Fundraisers when needed

**BRIGHT STAR RANCH SMS MARKETING POLICY**

Version 1.0 Effective Date: June 1, 2023

At Bright Star Ranch, we value your privacy and make every effort to respect your wishes and personal information. In line with this commitment, we have established the following policy for the use of our SMS marketing service. Please read it carefully to understand how we collect, use, and manage your phone numbers.

**COLLECTION OF PHONE NUMBERS**

We collect your phone numbers only when you voluntarily provide them to us, for example, during transactions, inquiries, or when you sign up for our promotional messages. You can opt in to receive these SMS messages by signing up during the registration process.

**USE OF PHONE NUMBERS FOR SMS**

Your phone numbers are primarily used to provide you with photos from lessons, updates, payment reminders and cancellations. SMS messaging charges may be applied by your carrier. We will only share your phone number with our SMS provider, subject to their privacy policy.  We use OnePhone to send all SMS communications to users who have opted in. Please view OnePhone’s privacy policy on their website with information on how they use user information.

**OPTING OUT OF MARKETING MESSAGES**

If at any time you wish to stop receiving marketing SMS from us, you can opt out by

-Texting STOP to opt-out  -Texting UNSUBSCRIBE to opt-out

-Texting CANCEL to opt-out -Texting QUIT to opt-out

Please note that the opt-out process may take up to 10 business days to become effective. During this period, you may still receive some messages from us.

Once you have opted out, we will not send you any more SMS messages, nor will we sell or transfer your phone number to another party.

**CHANGES TO THIS POLICY**

We may periodically update this policy. We will notify you about significant changes in the way we treat your information by placing a prominent notice on our site.

We thank you for your understanding and cooperation. If you have any questions or concerns about this policy, please feel free to contact us at (318) 667-8271.