
Basic Training Manual For Volunteers

CHY. 20672



“Committed to the protection, rehabilitation and rehoming of abandoned, unwanted and neglected equines.”



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This basic training guide is to give you, the volunteer, an introduction to the yard and it's day to day operations. These three basic modules must be completed before you can move on to handling animals at DES:

1. Stable & Yard Management
2. Introduction to Grooming
3. Equine Awareness

We thank you for your time and dedication. It is greatly appreciated and we look forward to working together with the aim of giving these animals a better future. All volunteers are welcome even if you can only offer one hour a week. This is a guide and detailed training will be provided.

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3. Equine Awareness

-It is important to remember that all equines are as unique and individual as we are. They each have their own likes, dislikes, temperament and personality.

-There are certain rules to follow with individual horses which you will be informed of.

E.g. Some equines don't mind others standing behind them while others simply won't tolerate it.

Certain equines will not want you in their stable and others would only love the company.

-Over time you will become aware of their personalities and characteristics as well as them becoming more comfortable with you. If you ever feel nervous or unsure about what you are doing, be sure to talk to your support volunteer who will also be happy to answer any questions you have.

We understand that this guide is not comprehensive. It is important that all work is conducted in a manner which is both safe for horse and human. Due to the traumatic background of some of the animals in our care, they may have behavioral issues which you will be informed of before you commence. If you ever feel in danger it is important you remove yourself from the situation in a safe manner.

IMPORTANT:

- Be aware of your position around the horse at all times. Watching the ears can be a good indication of how they are going to react.
- Always introduce yourself and the grooming equipment before you begin.

General Information**Training Times**

Training dates and times can be arranged with Donna (whose details can be found at the back of this booklet). Please let us know when you are available and we will work around you if possible.

Volunteering Times and Dates

Once you have informed us of times you are willing to volunteer, you will be provided with a rota and you will be paired with an experienced DES support volunteer who you will conduct your work with. If you are unable to make a certain date or time please inform us 24hrs before so we can arrange cover.

Dress & Footwear

We advise old comfortable clothes. No jewellery (watch and wedding rings permitted). Hoodies are not advised for safety reasons. Scarves must be tucked in at all times. No runners allowed. Wellies or boots advisable.

1. Stable & Yard Management

- Keep gates closed at **ALL** times
- Stable must be mucked out daily
- Water drinker in stable must be cleaned by emptying it, clean with sponge and refilling. If you wouldn't drink from it yourself it's not clean!
- Yard must be kept free from unnecessary obstacles like wheelbarrows or other equipment once task is complete.
- Shoot and yard must be cleaned daily. Hay that is dry can be placed back in the feeder. All wet hay to be dumped in the trailer.
- No dirt is to be swept onto the hard core. Please scoop it up and place in trailer.
- If round feeder is empty, please fill with bales in stable.
- Do not leave the hose somewhere where it is likely to cause injury or damage.
- All equipment must be placed back in the stable in the correct place. Wheelbarrows should be rested against the wall to ensure they dry and poop scoopers are to be placed together.
- The trailer must be locked securely to ensure no injury occurs to human or animal.
- Should some fencing come loose while you are there, you may wish to attempt to fix it or contact someone using the list of contacts found on the stable wall.
- Please read signs and notices in the stable regarding feeding as these are subject to change.
- No smoking on the yard or premises.

2. Introduction to Grooming

- You must introduce yourself to the animals. This can be done by walking sideways towards the horse, outstretching your hand palm down cupped like a loose fist and wait for them to sniff you. You may then proceed to pet them gently on the neck, talking to them if necessary to reassure them.
- You must be aware that certain knots are used to tie horses on a yard. However, it is rare that you will need to tie a horse but this will be explained in your briefing.
- You must be aware that there are a variety of brushes with different purposes:
 - Body Brush**– Soft bristles. Used to deep clean dirt from the coat. Can also be used to clean the tail.
 - Dandy Brush**– Stiff bristles. Used to remove mud on body. Do not use on sensitive areas
 - Curry Comb**- Plastic/Rubber-toothed. Use in small circular motions to remove dirt. Very hard combs like metal must never be used on the horse but to clean the dirt and hair from a body brush.
 - Face Brush**– soft bristles, used on face.
 - Mane Comb**– Plastic/metal wide toothed. Use to remove dirt from mane.
 - Hoof Pick**– Blunt metal hook used to remove dirt and stones from hooves. Must be very careful not to damage frog. Never use if you are doubtful or unsure about what to do.