



Parent/carer consent form

Information

Ride High works with children and young people aged 8-17. Referrals must come from professionals working with the children and priority is given to those with the greatest need.

Most members of Ride High live and/or attend school in the Milton Keynes area. A small number of places are available to children and young people from outside Milton Keynes, but these must be fully funded and make their own transport arrangements.

Please complete this consent form in as much detail as possible. Ride High will contact **the referrer** to confirm that a referral has been added to the waiting list. If a suitable place becomes available we will contact you, **the parent/carer**.

Unfortunately we cannot work with all the children who are referred to us. Referrals will remain on the waiting list for up to 12 months, during which time we will contact the referrer at least twice for updates. If after 12 months a suitable place has not become available and the child's circumstances have not changed, the referral will be removed from the waiting list and **the referrer** informed.

Please note that questions marked with an * must be answered in order to process your consent form. Any incomplete forms will be returned to you.

About the child

First name * :- _____

Surname * :- _____

Date of birth * :- _____

Age at time of referral * :- _____

Home address * :- _____

Gender * :- _____

Riders are matched to horses and ponies by height, weight and experience. Each horse or pony has a maximum weight it can carry and we cannot guarantee that there will always be a suitable horse or pony available for all riders.

Height * :- _____

Weight * :- _____

About the parent/carer giving consent

First name * :- _____

Surname * :- _____

Relationship to the child named above * :- _____

Do you have parental responsibility for the child? * :- Yes / No

Home address * :- _____

Phone number * :- _____

Additional phone number :- _____

Email address * :- _____

Additional adults who may be contacted in an emergency

Please provide details of at least two people, in addition to the person giving consent, who may be contacted in the event of an emergency. They might include people named above as other parents/carers who might contact Ride High.

First emergency contact

Full name * :- _____

Relationship to the child * :- _____

Phone number * :- _____

Additional phone number :- _____

Second emergency contact

Full name * :- _____

Relationship to the child * :- _____

Phone number * :- _____

Additional phone number :- _____

Medical issues

Doctor's name * :- _____

Doctor's address * :- _____

Doctor's phone number * :- _____

Does the child have known medical needs or issues? * Yes / No

If Yes, Please provide details * :- _____

Does the child take prescribed medication? * Yes / No

If Yes, Please provide details * :- _____

Please refer to our Administering Medicines Policy for procedures concerning the administration of prescribed medication. This policy can be found on our website.

Does the child have any allergies (dietary, medicinal, animal or material)? * Yes / No

If Yes, Please provide details * :- _____

It is very common for people to have allergies to hay, straw, horses and cut grass. If your child has such allergies it is very important that s/he takes antihistamine on the day of his/her Ride High session. We cannot administer antihistamine unless it is prescribed by a doctor and the appropriate forms are completed in advance. Please speak to a member of staff if you require more information.

Do you consent to your child being given plasters to cover cuts or to protect piercings? * Yes / No

If not, what action do you wish to be taken? * :-

It is best to remove piercings before coming to Ride High. They must be removed or covered before riding.

In the event of a minor accident, a qualified person will provide first aid to your child and you will be informed. Do you consent to this? * Yes / No

If not, what action do you wish to be taken? * :-

In the event of a serious accident, your child will be taken to the nearest A&E department and you will be informed as soon as possible. Do you consent to Ride High arranging this and your child receiving such medical treatment, including anaesthetic, as is considered necessary by the medical authorities present? * Yes / No

If not, what action do you wish to be taken? * :-

Food and drink are offered during sessions. Is there anything you do not wish your child to consume? * Yes / No

If yes, Please specify * :-

Is there anything else we should know about your child and his/her needs? * :-

Transport

The Ride High minibus is usually available to members attending regular sessions from within the Milton Keynes area. It is used also for activities and outings. Do you give your consent for your child to travel in the Ride High minibus? * Yes / No

Please note that we will drop your child off only at their home address or school/employment (as agreed before your child joins us) unless you notify us otherwise in advance.

A small number of Ride High places are available to children from outside the Milton Keynes area, however the charity is not able to fund these places. Members from outside the Milton Keynes area must arrange their own transport and funding.

Outings

Trips, visits and outings are an important part of the Ride High programme. If your child is invited to join a trip or visit which is not part of their regular sessions at Ride High, you will be asked to complete an additional consent form.

Occasionally your child might be taken on a supervised outing on foot or on horseback within a short distance of the riding school and during their regular session. Do you consent to this? * Yes / No

Photography

We often take photographs or video of members of Ride High, for use in their clubroom work and portfolios and for display in the clubroom. Members might receive printed photographs which include other members. This is an important part of the Ride High programme and we will assume consent for this. If you object, please do so in writing to the Children's Manager.

From time to time we (or a photographer) take photographs or videos of our members for use in more public ways. For example on the Ride High website, on social media, in Ride High leaflets or in the media (newspapers and broadcast media). We will never show the name of your child unless you have given us specific permission to do so. Please indicate your consent to the use of photographs or video of your child being shared in the following ways:

- On the Ride High website * :- I give consent / I do not give consent
- On Ride High social media channels, such as Facebook, Twitter, YouTube * :-
I give consent / I do not give consent
- In printed Ride High material * :- I give consent / I do not give consent
- In the media (including newspapers and broadcast media) * :-
I give consent / I do not give consent

Please note that photos or videos taken by members of each other are outside our control, although all members agree (by signing the Member's Agreement) not to take photographs or video of others without permission and not to use them to cause harm or upset to anyone.

Confidentiality

Ride High takes confidentiality very seriously. Information shared by members, their parents and carers and their referrers will be used only to enhance the welfare of the member.

Occasionally we write case studies about the issues faced by our members, or use feedback and quotes from members and their families. These are used for internal reporting and for promoting

Ride High. We do not name members or enable them to be identified unless we have discussed this with you and have your specific permission to do so.

If you consent to us using **anonymous** case studies about your child in the ways described above, please indicate here:

- For internal reporting only * :- I give consent / I do not give consent
- For promoting Ride High * :- I give consent / I do not give consent

Policies

Ride High has written policies setting out its objectives and procedures, including those listed below. Policies related to members are available on our website. All our policies are reviewed and updated regularly.

- Entrance, Progression and Exit Policies.
- Behaviour Policy.
- Safeguarding Children Policy.
- Health and Safety Policy.

Please note that our Entrance, Progression and Exit Policies require regular attendance at Ride High sessions, and your child must adhere to our Behaviour Policy. These Policies set out the circumstances in which your child might be asked to leave Ride High.

I have read the statement on Policies * [] (tick box)

Health and Safety

Horses are living creatures and their behaviour can be unpredictable. For this reason riding is classified as a risk sport. To reduce the risks, we use only approved riding schools and horses/ponies will be chosen to suit your child. We work closely with Bryerley Springs, as our chosen provider of riding lessons to our members, on health and safety issues, but there are some rules that we require our members to keep to:

- They must be suitably dressed for riding and wear suitable footwear and safety helmets.
- They must remove or cover piercings.
- They must behave appropriately.

I understand this requirement and will support Ride High in enforcing it [] (tick box)

Although Ride High has taken reasonable care in selecting Bryerley Springs as the provider of riding lessons to our members, Ride High expressly disclaims any responsibility for the actions or defaults of Bryerley Springs or of its instructors, employees or agents or for the physical or moral wellbeing of young people whilst in the custody or care of the provider. To the fullest extent permitted by law, and save in the case of fraud, negligence or wilful default on the part of Ride High, Ride High will not be liable or held in any way responsible for any of the following:

- a) Any physical injury, loss or damage suffered by any young person, whilst in the custody or care of Bryerley Springs;
- b) The actions, defaults or omissions of Bryerley Springs, its instructors, employees or agents;
- c) The quality of the facilities, tuition, supervision and care and support provided by Bryerley Springs.

Furthermore, Ride High will not be responsible for members who engage in activities unauthorised by Ride High or Bryerley Springs' employees or volunteers, or who are not booked in for the session or have come to collect other members.

I have read and understand this statement [] (tick box)

Complaints

If you have any cause for complaint about Ride High and its services, please contact the Operations Manager.

Feedback

We appreciate your feedback about Ride High. Please feel free to provide this whenever you wish. From time to time we contact parents/carers for feedback and your response will be much appreciated.

I have read this consent form and answered questions honestly. I will inform Ride High of any changes to the information I have given.

Parent/carer name * :- _____

Parent/carer signature * :- _____

Date of completion * :- _____

Thank you for completing this form. If a place at Ride High becomes available for your child, a member of staff will provide you with a copy of this form. You will be asked to check the details and sign a printed copy before your child attends Ride High.

If you wish to withdraw your consent for any of the activities listed on this form after you have signed a copy, you must do so in writing to the Children's Manager.

Data Protection Act 1998

Ride High is registered under the Data Protection Act 1998 for holding personal data. Ride High has a duty to protect the information you provide on this form. The information will be used by Ride High for its membership records and to assist in the day to day running and administration of Ride High and its activities. The information will not be shared more widely without the consent of your child and/or you as appropriate. However, information may be shared (without consent) more widely where there is a risk of harm to your child and/or others.

Registered Charity: 1138260

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