

**RDA VOLUNTEERS BASIC TRAINING RECORD**

**(RDA CARRIAGE DRIVING HOLIDAY GREEN CARD)**

**THE BASIC TRAINING CAN BE GIVEN AT THE INITIAL BRIEFING AND THIS RECORD KEPT AND MADE AVAILABLE IF REQUIRED. ALL HELPERS ON THE HOLIDAY MUST BE INCLUDED.**

**HOLIDAY VOLUNTEERS’ NAMES**: By signing below, helpers are confirming that they have received appropriate induction training to the holiday environment and activities, and acknowledge and understand the RDA Health & Safety guidelines, holiday guidelines and the Carriage Driving Safety Code and safeguarding policies.

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| --- | --- | --- | --- | --- |
| **Title** | **First Name** | **Surname** | **Numbered Duties** | **Signature** |
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**The above named volunteers have received basic training in the following:**

1. Appropriate dress and footwear for RDA
2. Appropriate behaviour when working with horses
3. Head Holding
4. Harnessing up
5. Leading the horse
6. Putting to
7. Loading and unloading a wheelchair driver
8. Mounting and Dismounting an ambulant driver
9. Clamp Fitting
10. Companion to turn-out
11. Basic Horse Care
12. Fire Drill

Name of Trainer...................................................... Position/qualification of trainer...................

Signature of Trainer................................................. Date.........................................................

Holiday Venue ....................................................... Date of Holiday .......................................