

Parent of the Day Responsibilities

The purpose of the Parent of the Day is to insure another adult will be on the grounds with the instructor.

The main duty of the POD is to be on the grounds in case of an accident. The POD is not at Pony Club to teach riding or do bookwork, however if they choose they may be included in that job. The instructor(s) will take over if the POD has to handle an emergency.

1. Arrive at the pasture no later than 7:45 AM to begin feeding the horses and meet any members who are being dropped off. **Pony Club members should arrive no later than appointed time dressed and ready to ride.**
2. POD provides ice, water and a snack on pony club days. Please remember it is hot and you need to bring 2 or 3 gallons of water and you may need more than one bag of ice during the hot months. With parents, children and guests we may have 20+ people. You will also need to bring (or ask another parent to help you) water to mounted thirsty children and unmounted instructors.
3. **Take attendance** (book is in secretaries box)
4. Know locations of medical forms.
5. You must have a vehicle available for your use.
6. In case of an accident you will call the necessary people:
 - a. If the parent is not on the grounds, the POD must accompany the member wherever it is necessary.
 - b. Stay with the member until a parent arrives, at least the child knows you.
 - c. Take medical form with you.
7. Once you arrive you may not leave to run errands. Stay on the grounds until the last member is picked up. If the member's pick up is late, stay or take the member with you – leaving directions pinned on the front gate inside a plastic bag. It is the responsibility of the parent to be on time. We know emergencies do occur and sometimes they run late.

Never Leave a Member ALONE on the Grounds!

8. Make sure pasture is secured properly and the trailer and front gate is locked or another person has accepted responsibility to do it.
9. Finally, it is your responsibility to find a suitable substitute or swap days if you are unable to be there for your assigned day.