Guidance for Completing the RDA Participant Application Form

This document provides step-by-step guidance on how to complete the RDA Participant Application Form correctly and efficiently. Please ensure all required fields are filled out accurately before submitting your application.

Part 1 – Your Details (Required)

1. **Who is filling in the form?**
    - Tick the relevant box (Parent/Guardian/Carer or Participant).
2. **Personal Information:**
    - **First Name(s) and Last Name:** Provide your full legal name.
    - **Preferred Name/Nickname:** If you wish to be known by a different name, enter it here.
    - **Pronouns:** Select your preferred pronouns.
    - **Date of Birth:** Enter in DD/MM/YYYY format.
    - **Sex:** Select from M (Male), F (Female), Identify in another way, or Prefer not to say.
    - **Primary Language(s):** If English is not your first language, specify the language(s) you use daily.
    - **Address:** Provide your full postal address.
    - **Contact Details:** Include your telephone, mobile, and email (if applicable).
    - **Previous Experience:** Tick if you have participated in Riding, Carriage Driving, or Vaulting at all or at another RDA Group.

Part 2 – Specific Information About You (Required)

1. **Medical & Support Needs:**
    - Please tick all conditions that apply to you (e.g., allergies, autism, anxiety, mobility issues, sensory sensitivities, epilepsy, etc.).
    - If you tick any box, we kindly ask you to provide some additional details in the space provided.

This information is essential to help us understand how best to support you. The more we know about your needs, the better we can ensure your experience is safe, enjoyable, and tailored to you.

As we work with horses, it's also important we match you with the right pony or horse and set up the most suitable environment to help you get the most out of our sessions and programmes.

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2. **Height & Weight:**

We ask for your height and weight to help us safely match you with a suitable equine partner. Every horse or pony has limits on what they can comfortably and safely carry, and we take great care to ensure the wellbeing of both our participants and our horses.

You may be asked to update your height and weight from time to time, especially as part of regular reviews. Please be assured this will always be handled with **dignity, sensitivity, and in private**. This information helps us make sure you can take part in our activities in a way that is **safe, supportive, and enjoyable** for everyone involved.

Part 3 – Additional Information

1. **Interest in Competitions:**
    - Indicate whether you are interested in competing.
    - If classified, provide your classification details and the date received.
2. **Emergency Contact Details:**
    - Provide the full name, relationship, and contact number of the person to be contacted in case of an emergency.
    - Confirm that you have obtained their consent for this information to be used.

Part 4 – Declaration (Required)

- Read the statement carefully before signing.
- If the applicant is under 18, a parent/guardian must sign on their behalf.
- Confirm that all provided information is accurate and that you understand the risks associated with horse-related activities.
- Acknowledge the requirement to inform RDA of any changes to your information.
- Horse riding hats and helmets are designed to be as effective as possible at minimising any potential head injury, but as with all safety equipment, no hat can be guaranteed to protect every rider in every circumstance.
- If participating in vaulting, confirm understanding of the associated risks.

Part 5 – Parent or Legal Guardian Consent (If applicable)

- If the applicant is under 18 or the form is completed by a legal guardian, provide:
    - Full name
    - Relationship to applicant
    - Address and contact details

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Photographs/Videos Consent

- Indicate if you consent to photos/videos being taken for training and promotional purposes by selecting YES or NO.

Submission Instructions

- Double-check all fields to ensure completeness and accuracy.
- Submit the form to your RDA Group as per the instructions provided at the end of the form.
- If you have any questions, contact your RDA Group for further assistance.

Non-Accepted Conditions

While RDA aims to be inclusive, there are some conditions or circumstances we may not be able to safely support. Our groups will ensure transparency and clarity, that will help manage expectations early on.

Thank you for completing the RDA Participant Application Form!