



# Virginia Cooperative Extension

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## VT Policy Guidelines for Open vs. 4-H Horse Events where live animals are on site

### 4-H Youth Only Horse Event:

- All participants must be enrolled in 4honline & verification complete, prior to the event.
- 4-H Helmet policy enforced for youth riders/4-H members (including 18 and 19 year olds).
- The 4-H equine waiver must be validated with 4honline or a new signed waiver is required at the event.
- Health History form is required to be on file at the event. This can be printed from 4honline or handwritten new.
- 4-H Age policies must be followed. Ages 5-8 (as of September 30) may not be in sole custody and control of the animal. Other youth participants are ages 9-19 as of September 30 of the 4-H year. For age 19, membership terminates on Dec. 31 of the calendar year they turn 19.
- No bareback or double riding classes are allowed.
- VT liability provides coverage for employees and enrolled, oriented, trained volunteers while acting within the scope of their duties and responsibilities as a representative of Virginia Tech and Virginia Cooperative Extension. Contact your unit Extension staff to request a Certificate of Insurance if the facility requires one, no less than two weeks in advance.
- Additional Special Activities Coverage for Accident or Illness insurance can be purchased through American Income Life. Work through your unit Extension staff to obtain coverage.
- Must use the indicia and ADA statement on every event document (digital or hard copy) and may use the 4-H Clover according to federal guidelines. Work through your unit Extension staff to obtain the most updated text and images.

### Open Horse Events Managed or Sponsored by 4-H:

- 4-H Helmet policy enforced for all youth riders/4-H members (including 18 and 19 year olds). Helmet highly recommended for adult use with signature of adult non-helmet use statement on 4-H equine waiver required.
- The 4-H equine waiver is required for all participants.
- If a new or copy of a Health History form is required for 4-Hers to participate in this event, then a health history form must be required for non-4-Hers to participate. If we do not require an event specific health history

form from our 4-H'ers, then we don't require one from non-4-Hers.

- 4-H Age policies must be followed for all participating youth. (see above specifics for 4-H Youth Only Horse Event).
- No bareback or double riding classes are allowed.
- VT liability plan provides coverage for employees and enrolled, oriented, trained volunteers while acting within the scope of their duties and responsibilities as a representative of Virginia Tech and Virginia Cooperative Extension. **State funds cannot be used to buy additional liability insurance.** Contact your unit Extension staff to request a Certificate of Insurance if the facility requires one, no less than two weeks in advance.
- If outside professionals come to do demonstrations and they are not enrolled, oriented, trained volunteers (i.e. Cowboy Mounted Shooting or roping demo), they must have their own liability insurance and event organizers should request that they name Virginia Tech and the Commonwealth of Virginia as additional insured on their General Liability coverage.
- Additional Special Activities Coverage for Accident or Illness insurance can be purchased through American Income Life. Work through your unit Extension staff to obtain coverage.
- Must use the indicia and ADA statement on every event document (digital or hard copy) and may use the 4-H Clover according to federal guidelines. Work through your unit Extension staff to obtain the most updated text and images.

### **Open Horse Events/Non 4-H Managed or Sponsored (may list that proceeds benefit a particular 4-H Club):**

- No policies specific to 4-H or VT apply.
- The clover cannot be used in advertising or for soliciting sponsors
- NOT covered by VT liability
- CANNOT use indicia/ADA statement on ANY document

**Further inquiries, contact Leona Ransdell, Youth Equine Specialist at [leonar@vt.edu](mailto:leonar@vt.edu)**

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