



New Hampshire

Department of Education

Learn Everywhere Program Renewal Application

1.0 Applicant Information [Ed 1403.01(a)(2)].

Organization Name: UpReach Therapeutic Equestrian Center

Name of Primary Contact: Allison McCully

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2.0 Purpose, mission statement, or both [Ed 1403.01(b)(1)].

UpReach Therapeutic Equestrian Center (UpReach) is a 501©3 organization dedicated to inspiring hope, fostering independence, and improving the physical, emotional, and psychological well-being of individuals with and without disabilities by partnering with the power of the horse.

3.0 A description of the demonstrated instructor qualifications required for the program(s) and a statement assuring that the instructor(s) satisfies those qualifications [Ed 1403.01(b)(3)].

The instructor of the UpReach Equine Vocational Training Program must have the following qualifications:

- PATH certified Equine Specialist in Mental Health and Learning (ESMHL)
- State of NH Criminal Background Check completed
- Able to lift 50 lbs
- Knowledge of barn routine
- Able to recognize signs of equine illness and injury
- Able to teach barn routine and recognizing signs of equine illness and injury
- Ability to safely operate all farm equipment and vehicles
- Strong communication skills and basic computer skills
- Organized and able to prioritize
- Ability to problem solve and think creatively
- Able to follow written curriculum

A volunteer assisting the instructor must have the following qualifications:

- State of NH Criminal Background Check completed
- Possess a working knowledge of the UpReach barn routine

- Ability to coach students in horse care tasks
- Allow participants to find their own solutions while maintaining safety

UpReach assures that the instructor and any volunteers for the program meets these requirements. Meeting the requirements listed above are monitored by the UpReach Unmounted Program Manager and UpReach Program Director. Participants in the program, along with their support professionals and/or parents are asked to do satisfaction surveys at the end of the program to report back about the program and the effectiveness of the instructor.

4.0 Either a criminal history records check policy that provides for an annually recurring records check or a one-time records check upon employment and includes a statement affirming that the sponsoring entity shall not allow instruction or student contact by a person who has been charged pending disposition for, or convicted of, any violation or attempted violation of any of the offenses outlined in RSA 189:13-a, V; or a statement that a criminal history records check policy is not included in the applicant's learn everywhere program.

The applicant shall also provide a statement assuring they will notify the parents, in writing, regarding its criminal records check policy prior to the enrollment of a student in the learn everywhere program. [Ed 1403.01(b)(4)].

Employment is conditioned upon obtaining satisfactory results of a criminal background check. For all positions, applicants will be required to submit to a pre-employment criminal background check. The failure to provide written authorization to conduct a criminal background check or unsatisfactory results of a criminal background check will result in the withdrawal of any offer of employment or result in termination from employment.

UpReach retains the discretion to determine on a case-by-case basis whether certain criminal convictions, pleas of nolo contendere (no contest), or other findings by a court render an applicant, employee, or volunteer unsuitable for employment or continued employment or service with UpReach. Employees and applicants may be asked to provide UpReach with such authorization to conduct a criminal background check at any time. If an employee or applicant declines to provide such authorization and/or if a criminal background check has unsatisfactory results, employment services may be denied or immediately terminated.

UpReach affirms that, in the Equine Vocational Training Program, it shall not allow student contact by a person who has been charged pending disposition for, or convicted of, any violation or attempted violation of any of the offenses as outlined in RSA 189:13-a, V pursuant to a criminal history records check conducted by the department of safety as outlined in Saf-C 5703.06 through Saf-C 5703.11.

UpReach's background check policy will be disclosed as part of the intake process to students and parents/guardians. If a parent is not present for the intake, UpReach staff will follow up with parents/guardians to make sure they are aware of the policy.

5.0 Identification of the required subject from Ed 306.27(v) for which students completing the learn everywhere program shall receive high school credit(s) [Ed 1403.01(e)(1)(a)].

UpReach is proposing to offer their Equine Vocational Training Program through the Learn Everywhere program. Students completing the Equine Vocational Training Program will be awarded a certificate for credit toward meeting high school graduation requirements as an Open Elective as listed in Ed 306.27(v).

6.0 An outline of each program for which approval is sought, which includes goals, competencies, a detailed description of the course of instruction, and a description of expected student outcomes [Ed 1403.01(e)(1)(b)].

Course Description

The Equine Vocational Training Program consists of 72 hours of structured experiential learning. The Goal of the course is to learn the hard and soft skills needed to work in the animal care industry, with a focus on horses. The course has both direct instructional time as well as plenty of hands on practice time for students to be able to master skills as independently as possible.

Course Objectives/Goals

1. Safety working with and around horses.
2. Hard and soft skills needed to work in the animal care industry.
3. Basic routine of barn work
4. Emergency care of equines
5. Facility maintenance

Competencies

1. Basic Horse needs-5 things horses need to survive, intro. to herd, horse cost, location of supplies.
2. Safety-horse blind spots, fight or flight response, approach in stall & field, haltering, leading, blanketing
3. Cleaning stalls & water buckets-method, bedding types
4. Horse nutrition-types of hay, grain and minerals, horse digestive system, mixing grain.
5. Horse anatomy-poll, ears, mane, withers, shoulder, barrel, croup, dock, tail, flank, hock, pastern, hoof
6. Horse age, height, weight-how to measure height and weight and estimate horse age based on teeth.
7. Brushing and tacking-learn different name & function of brushes, learn types of saddles and bridles, and the care and cleaning of brushes and tack.
8. Safety knots & bathing-how to tie a quick release knot and how and why to bathe a horse.
9. Misc. facility maintenance-cleaning paddocks, sheds, moving & stacking hay, fence safety, repairing fencing.
10. Routine equine health care-vaccines, teeth care, deworming, hoof care
11. Vital signs-breaths per minute, heartbeats per minute, gum color, gut sounds, temperature
12. Emergency care-lameness, lacerations, leg wrapping, colic.

Outcomes

Students are assessed monthly on the level of independence with the following skills:

1. Identify the 5 things horses need to survive
2. Identify blind spots on horses
3. Safely approaches and halters a horse in a stall
4. Brings a horse into a stall safely
5. Leads horses to and from field safely
6. Safely approaches and halter horse in a field
7. Can turn a horse out in a field safely
8. Maintain gate safety while working with a horse in hands
9. Can close a gate with a horse in hand
10. Can safely blanket horse

11. Cleans stalls
12. Scrubs feed buckets and replaces them
13. Scrubs water buckets and refills them
14. Recognizes when outside water needs to be cleaned and filled
15. Can reroll a hose on the ground
16. Can reroll a hose to a reel
17. Spreads hay in paddock without horses in it
18. Spreads hay in paddock with horses in it
19. Puts Hay in stalls
20. Follows grain chart and can remix grain
21. Can identify why supplements are fed
22. Can identify basic parts of a horse
23. Can use height/weight tape to measure height of the horse
24. Can use height/weight tape to measure weight of the horse
25. Can determine approximate age of horse
26. Uses brushing tools in order and correctly
27. Can saddle a horse with English saddle
28. Can saddle a horse with Western saddle
29. Can bridle a horse
30. Cleans saddles
31. Cleans bridles
32. Can identify the difference between wintec and leather
33. Able to clean brushing tools
34. Can tie a safety knot
35. Knows and executes all aspects of giving a horse a bath
36. Can clean paddocks and keep self and others (including horses) safe
37. Can clean turn out sheds and keep self and others (including horses) safe
38. Can help move hay around the farm (does NOT include driving large equipment)
39. Recognizes when a fence board needs to be replaced
40. Repairs/replaces broken fence board
41. Recognizes when a fence post needs to be replaced
42. Repairs/replaces broken fence post
43. Can identify a hole that is hazardous in a field and knows how to rectify it.
44. Understands how to deworm a horse and can execute skill
45. Knowledge of normal range for breaths per minute and knows how to measure them
46. Knowledge of normal range for heartbeats per minute and knows how to measure them
47. Knows normal gum color and can identify it
48. Knows what normal gut sounds sound like and can listen for them
49. Knows normal temperature range for a horse and can use thermometer to find it
50. Understands emergency protocols – when to call the barn manager
51. Can take care of a small cut if found on a horse
52. Knows protocols and can execute it if a large cut is found and the vet needs to be called
53. Can identify if a horse is moving at an abnormal gait if someone else is lunging
54. Can cold hose a hurt leg
55. Can identify when wraps are not correct and need to be fixed
56. Can properly put on Sports Medicine boots
57. Can properly put on bell boots
58. Can reroll a wrap for next use
59. Can identify signs of colic

Students are assessed on how often they are using the following soft skills:

1. Interpersonal Skills and Teamwork
2. Integrity
3. Professionalism and Personal Acceptability
4. Initiative
5. Dependability and Reliability
6. Lifelong Learning
7. Communication
8. Critical and Analytical Thinking

The proposed Equine Vocational Training Program Monthly Progress Report can be found beginning on page 8 of the attached supporting document.

7.0 A plan for recording student progress in meeting expected student outcomes [Ed 1403.01(e)(1)(c)].

The instructor notates the skill and competency level each student demonstrated at the end of each lesson. Monthly progress reports are completed and may be submitted to school, VR, parent/guardian with Consent to Release Information. Final reports are completed at the conclusion of the program and include a summary of the student progress for the cohort.

The proposed Equine Vocational Training Program Monthly Progress Report can be found beginning on page 8 of the attached supporting document.

8.0 A description of assessments of student learning outcomes, including, but not limited to:

- 1. Instructor observation of project-based learning, including off-site learning projects;**
- 2. Competency-based or performance-based assessments;**
- 3. Instructor observations of student performance;**
- 4. Project evaluation rubrics used to evaluate program proficiencies; and**
- 5. Other assessment approaches as determined by the applicant's learn everywhere program**

[Ed 1403.01(e)(1)(d)].

Assessment of the student outcomes are completed using direct and continual instructor observations.

9.0 The number of credits the program will fulfill [Ed 1403.01(e)(1)(e)].

Students that successfully complete Equine Vocational Training Program will be awarded a Learn Everywhere certificate for 1 credit to be applied toward meeting high school graduation requirements.

10.0 A description of the competency-based grading system [Ed 1403.01(e)(1)(f)].

The proposed competency-based grading system for the Equine Vocational Training Program can be found on the attached Vocational Training Program Monthly Progress Report (beginning on page 8) of the attached supporting document.

11.0 A description of methods for admission which shall not be designed, intended, or used to discriminate or violate individual civil rights in any manner prohibited by law [Ed 1403.01(e)(2)(a)].

Students and/or caregivers fill out application for Equine Vocational Training Program. They are given the list of eligibility and physical demands to self-determine if this is the right fit for them. Upon receipt of the application, the instructor contacts the student and parent/guardian to schedule an in-person intake. At the intake, students meet with the instructor to review expectations both of the student and of the instructor.

The proposed Vocational Training Program Intake Form for the Equine Vocational Training Program can be found beginning on page 18 of the attached supporting document. A description of the physical demands of the program can be found on the Vocational Training Program Physical Demands sheet beginning on page 21 of the attached supporting document.

12.0 A description of how the program will liaison with the LEA for students with an education plan pursuant to section 504 of the Rehabilitation Act [Ed 1403.01(e)(2)(b)].

At the time of enrollment, UpReach offers parents the opportunity to disclose any information regarding ongoing 504 education plan related accommodations and modifications required for their child. With the parent's permission, UpReach will contact the student's Local Education Agency (LEA) to coordinate recommended 504 accommodations and/or modifications in the UpReach programs, provided that the student can meet the physical demands of the program. Although UpReach instructors are not explicitly certified to work with students with 504 plans, they are certified Equine Specialists through PATH Intl to work with individuals with disabilities. They are also caring, patient and compassionate and can work with the student's LEA representative to understand how to implement recommended accommodations and/or modifications. If UpReach determines it is unable to provide the required accommodations and/or modifications for a student, the parents will be informed before committing to enrolling their child in an UpReach program.

13.0 A description of how the program will liaison with the LEA for a student with disabilities, consistent with the student's IEP to include, but not be limited to coordinating

- 1. Required special education programs;**
- 2. Support services; and**
- 3. Least restrictive environment.**

[Ed 1403.01(e)(2)(c)].

UpReach gives all parents the opportunity to disclose any sorts of disabilities, including any related Individualized Education Program (IEPs). If requested, UpReach will work with the parent to contact the student's Local Education Agency (LEA) to assist in the coordination of the student's IEP to include, but not be limited to, the required special education programs, support services, and least restrictive environment. At the parent's request, an UpReach representative will participate in IEP team meetings that discuss revisions to the student's IEP needed to participate in an UpReach program. UpReach will also coordinate with the LEA in fulfilling the LEA's responsibility to provide any special education, related services, supplementary aids and services, accommodations, and modifications the IEP team has determined the student needs. The provision of these services is not the direct responsibility of the UpReach.

14.0 A statement that the applicant understands that it has certain responsibilities, pursuant to Section 504 of the Rehabilitation Act, if it receives federal funds, or the Americans with Disabilities Act, as amended, to provide students with disabilities with equal access and equal

opportunities to participate in the learn everywhere program, including by providing the student with reasonable accommodations [Ed 1403.01(e)(2)(d)].

UpReach understands that it has certain responsibilities, pursuant to Section 504 of the Rehabilitation Act, if it receives federal funds, or the Americans with Disabilities Act, as amended, to provide students with disabilities with equal access and equal opportunities to participate in the Learn Everywhere Program, including by providing the student with reasonable accommodations.

15.0 A description of facilities to be used for educational instruction and a description of how the facilities will meet the priorities of the program [Ed 1403.01(e)(3)(a)].

UpReach is located at 153 Paige Hill Rd Goffstown and sits on 90 acres, with a main barn that holds office space, accessible restrooms, classroom space, 15 stalls a large indoor arena and parking. A smaller indoor arena is located behind the main barn. There are 11 paddocks for the horses to be turned out in as well as a trail in the woods. All areas of the facility the student's access are handicapped accessible.

16.0 A statement affirming that the facilities shall comply with all applicable federal and state health and safety laws, rules, and regulations, including but not limited to the following

- 1. Fire safety; and**
- 2. Barrier-free access under Abfd 300, code for barrier-free design, and the Americans with Disabilities Act of 1990 (ADA), as amended by the ADA Amendments Act of 2008**

[Ed 1403.01(e)(3)(b)].

UpReach's facilities meet all applicable federal and state health and safety laws, rules, and regulations.

17.0 Disclosure of insurance, if any, which would cover the participants in the Learn Everywhere program [Ed 1403.01(e)(4)].

UpReach carries liability and property insurance and will disclose any insurance that covers Learn Everywhere participants upon request.

Additional Information

This program does not involve horseback riding. All lessons taught are from the ground.

Supporting Documents are as follows:

1. Program Syllabus
2. Program Monthly Progress Report
3. Intake Form
4. Program Physical Demands
5. Program Policies and Procedures

Also attached is resume for Allison McCully, creator and instructor of the program

UpReach Website can be found at www.upreachttec.org On the front page, you will find our mounted and unmounted videos.