

## HORSEMANSHIP 2019-2020

Arizona Agribusiness and Equine Center – PV

Ms. Cocuzza

Throughout this year, students enrolled in Horsemanship will take care of the AAEC horses, both during class time and non-class time. Weekend Requirements are 30% of students overall grade in Horsemanship, and therefore, a large part of the program. Below are the guidelines of the Weekend Requirement shifts.

1. Weekend Requirements are split into two shifts: Morning and Night
  - Morning is between 8 am – 10 am
  - Night is between 2:30 pm – 4:45pm
  - Students do not need to be at the barn the entire shift, just long enough to get the duties done. However, they are required to arrive during this time.
2. Google Sheets Schedule
  - All students have access to our Google Sheets schedule
  - Within each month, there is a required shift number that each student must fulfill.
    - i. Some months have more or less depending on the amount of days off of school
  - The weekend shifts need to be signed up for by the Thursday prior to the weekend
3. In order to receive full credit for Weekend Requirement shifts, students must:
  - Sign up on the Google Sheets schedule. 1 point
  - Text or email Ms. Cocuzza (check in). 1 point
  - Initial all duties on the checklist sheet for that shift and sign. 3 points
  - Complete all duties. 4 points
  - Return key to lock box. 1 point
  - Shifts are a total of 10 points each
4. Deductions can be cause by, but are not limited to:
  - Failure to sign up on the Google Sheets schedule
  - Failure to check in with Ms. Cocuzza
  - Failure to complete duties
  - Failure to complete shift checklist
  - Failure to return key
  - Cancelling shift within 24 hours

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Cut this portion off of the page and return to Ms. Cocuzza by November 6<sup>th</sup>

Student Name & Signature:

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Parent/Guardian Name & Signature:

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