

Virginia Dressage Association (VADA) - Safe Sport Training Program Declaration of 2026 Chapter Activities: Guidance Document

Please use the link below to enter your Chapter's planned activities for 2026 by March 1, 2026, and identify *positions* in each chapter activity that would require Safe Sport training.

Any additional Chapter activities added throughout the 2026 calendar year must be reported using the link below no later than 14 days *before* the event.

The purpose of this form is to declare 2026 Chapter activities.

The names of the *actual* individuals who fill the positions at your Chapter's activities will be tracked on a separate spreadsheet provided to you by VADAs Safe Sport Chapter Coordinators.

Directions: Please submit a response answering the following six (6) questions for each Chapter activity using the following link: <https://forms.gle/D21k3s8EMJhuzp4y8>

***Email:** Enter the email address in which you wish to receive a copy of your response.

1. VADA Chapter: Designate the Chapter for which you are declaring a chapter activity.

Note: In the instance where an activity is being "hosted" by more than one Chapter, please select more than one Chapter.

2. Event Declaration Type: Indicate the type of Chapter event you are declaring.

- **Declare a New Chapter Activity** – mark this for all newly declared activities
- **Modify a Previously Entered Activity** – mark this for any activity that is postponed to a different date and/or when the event organizer changes and/or positions requiring SafeSport training are changed.
- **Cancel a Previously Entered Activity** – mark for any activity that is cancelled.

3. Name and Type of Chapter Activity: Indicate the name and type of Chapter activity with specificity.

For example:

- *Lilo Fore Clinic (mounted clinic with auditors)*
- *"L" Program - Session C*
- *Horsemanship Clinic with Christina Bailey (mounted and unmounted clinic)*
- *Annual Banquet & 2025 Year-End Awards*
- *VADACC June 2026 In-Person Board Meeting*
- *VADA/NOVA March Schooling Show*
- *2026 Dressage at Deep Run I & II Licensed Competition*

Included: Chapter-run licensed shows, Chapter-run schooling shows, fix-a-tests, mounted and unmounted clinics, Chapter Board meetings (in-person), social activities, banquets/awards ceremonies.

Not Included: Schooling shows that are not Chapter-run but rather are run by a local organization/entity; Chapter-run events that are fully virtual.

4. Date(s) of Chapter Activity: Indicate the specific date or dates of Chapter activity.

For example:

- *March 20, 2026*
- *April 27-28, 2026*

5. Anticipated Positions at Chapter Activity Requiring Safe Sport Training: Select all positions involved in Chapter activity that will require Safe Sport Training.

Note: this requirement only applies to VADA and Chapter members who can reasonably be expected to come into contact with a minor at the Chapter activity. Includes time before/after Chapter activity for set-up or take-down (e.g., arena set-up or take-down, etc.).

If a position does not seem to clearly fit any of the pre-designated categories, please select "Other" and specify the type of position.

Remember that you are not providing the names of any specific individuals on this form; rather, only the positions you anticipate meet the criteria for Safe Sport Training completion.

Potential positions may include: chapter activity organizer(s), clinician or other education provider, ring steward(s), scorer(s), secretary, show manager(s), stable manager(s), facility owner(s), facility manager(s), volunteer coordinator, other(s)- please specify.

6. Name(s) of Chapter Member(s) Organizing the Chapter Activity: Indicate the name(s) of the Chapter member(s) responsible for organizing the chapter activity.

Note: In the instance where the organizer changes after submitting the information for the Chapter activity, please submit the updated information as soon as it is available.