



RIDING POLICIES & GUIDELINES FOR PARTICIPANTS

Scheduling: HorseAbility programming operates on an academic year calendar – September through June. The time frame for each season is as follows - Fall (12 or 14 weeks), Winter (6 weeks), and Spring (12-14 weeks). A separate registration is available for the summer season (5-6 weeks). Lessons are 30, 45 or 50 minutes depending on lesson type. This time frame includes mounting and dismounting.

Attendance: HorseAbility expects participants to attend all regularly scheduled lessons on a consistent basis. If you are unable to attend a regularly scheduled session, notification must be made by calling the HorseAbility office at 516-333-6151 as soon as the absence is anticipated so we may provide sufficient notice to staff and volunteers. Riders may be removed from programming for extensive number of absences.

Attire: Participants should dress appropriately for the weather conditions and always wear long pants (even during summer) and suggest use of sturdy soled boots or shoes with a ¼ heel. Jackets and gloves are required for cold weather. Approved riding Helmets MUST be worn at all times during mounted or unmounted lessons. Be mindful that helmets have expiration dates and know when they should be replaced.

Weight Limit: HorseAbility has a weight limit of 200 lbs. for mounted lessons. Riders will be weighted in once a year by the office. Those over the limit will be offered ground lessons in place of mounted work for the season. Weigh-ins can be requested at any time if there is a concern of weight change that is clear in observation of horses ability to carry rider in question.

Cancellations: Should lessons need to be cancelled by HorseAbility, you will be contacted by phone at least one hour prior to the scheduled lesson time. In the event that your regularly scheduled instructor is unavailable, all lessons/instructors may be covered/substituted on short notice or no notice to riders/families in order to remain within our scheduled season dates.

Lateness: Lessons begin promptly at their scheduled time. If riders arrive at the arena 15 or more minutes late, the rider will not be mounted. At the discretion of the instructor, and if staff is available, a ground lesson may be given for the remaining time of their lesson. There is no time extension or make-up lesson offered for tardiness.

Make-Up lessons: During each season 2 make-up weeks are provided for lessons that were cancelled by HorseAbility. Riders are allowed one (1) called absence make up during the Spring and Fall seasons. We require 24 hour notice for a called absence make up lesson to be offered. Make up lessons are **NOT** offered for called absences during the Winter or Summer due to the shorter length of the seasons. To avoid excessive cancellations, ground lessons may be substituted, when appropriate, for a mounted lesson at any time during the season. At the end of each season, make up lessons offered but not used will be forfeited. Make ups will not be carried over to the next season.

Behavior Management: We understand that behaviors can be experienced during lessons, by knowing typical behaviors of your child we can better accommodate their needs and evaluate situations to be ordinary or unusual to ensure the safety of everyone involved in lessons. Inappropriate or Severely Aggressive behaviors towards other riders, volunteers, horses, or staff members will not be tolerated and may result in dismissal from the program.

Payment for Services: Payment is due for services at time of registration and set payment dates. If there is a need for further payment plan or scholarship contact our office for a financial assistance application. If accounts are past due 60-days or more and no payment plan is arranged, lesson participation may be suspended until past due balance on account is satisfied. There will be a \$15 charge billed to accounts for bounced checks. If checks provided or credit card charges are denied more than 3 times, we will request payment by Money Order only.

Program Dismissal: HorseAbility reserves the right to remove riders from programming if policies and procedures are not being upheld by participant/families. If there is a concern about commitment to programming or appropriateness for lessons reported from staff/instructors it will be discussed and reviewed with the executive staff who will contact rider/family to discuss the situation and determine appropriate resolution or to terminate services.

BARN RULES

- All riders/guests must park in allocated spots around the perimeter of the brick building. Cars are not permitted to drive on the blacktop walkways in the courtyard. Cars are not permitted to use the service road entrance that leads to the barn area.
 - Dogs are not permitted on property.
 - There is **NO** smoking permitted on property.
 - For the safety of our riders, staff and volunteers there is no running or boisterous activity permitted around the horses and the riding arenas. Horses can be easily startled.
 - Riders, parents and guests are not permitted in the barn area unless accompanied by staff or assigned volunteer.
 - There is **NO** hand feeding of horses. If you choose to give treats to the horses you must get permission first from staff. Some of our horses are limited in the types/amounts of food they can consume and can have allergies to food/treats.
 - Entering the barn after hours is trespassing. Our facility is on the SUNY campus police patrol route. We are subject to campus rules and suspicious activity will be subject to their legal responsibility.
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PLEASE SIGN BELOW AND RETURN FORM BELOW TO HORSEABILITY OFFICE

I have READ, UNDERSTAND and ACCEPT the terms as stated in the HorseAbility Riding Policies and Guidelines.

TODAY'S DATE: _____

RIDER NAME: _____

SIGNATURE: _____

PARENT/GUARDIAN SIGNATURE: _____