Horses In Service Natural Therapeutic Riding Center

Participation Guidelines

Participation Forms and Tuition Fees:

- Paperwork: **Horses In Service must receive all participant forms before** the applicant can take part in a mounted or un-mounted lesson. All forms must be completed in full, signed and dated in order for the participant to begin a session.
- Tuition: **Tuition must be paid for the entire session prior to the beginning of lessons.** Participants reserve a *riding slot* – that is, a participant reserves a lesson space each session. We offer winter, spring and fall sessions. Sessions include either 6 lessons for $200 in winter session or 8 lessons for $260 in the spring and fall sessions. If tuition is paid after the first week of lessons, a $15 late fee will be added to the tuition fee.

Refunds:

You are reserving a *slot* for your participant and the available slots are limited. Non-profit, therapeutic horsemanship programs cannot operate in the same way a for-profit riding academy does. Should unexpected circumstances arise that may cause a participant to cancel after payment, the following refund criteria will apply:

1. If a participant cancels for the session prior to classes commencing, full tuition is refunded.
2. If a participant cancels during the first week of classes, Horses In Service will refund the tuition minus $45 administrative fee.
3. No refunds are available after the first week of lessons.
4. Refunds, a credit for the next session, or a make-up lesson day are provided when Horses In Service cancels a riding day due to inclement weather.

Weight restrictions for mounted lessons:

Horses In Service has established the **weight restriction of 175 lbs** for all riders. No participant who weighs over 175 lbs will be considered for the mounted lesson program. This restriction will be imposed for the safety of our riders and volunteers, as well as the well-being of our equines. Weight restrictions for each individual horse/pony are based on the equines' abilities, conformation and limitations. The restrictions may vary from horse to horse and some will have a weight restriction lower than 175 lbs. A current, accurate weight on riders is critical for the safety of the individuals involved. Without this information we may not be able to accept or continue the participant in the program. Alternative activities to mounted lessons are offered to those weighing more than 175 lbs. Please see H.I.S. pricing guide for additional tuition rates.

Update information on rider's condition:

Horses In Service must have current information about all aspects of the participants' condition in order to provide the most effective instruction and ensure the safety of all participants. Please let us know immediately if there is a change in the participant's condition and or medications. **Remember, the Physician Statement & Medical History form is valid for only 1 year from the date of signature.**

Arrival time:

- Please adhere to a speed limit of 10 MPH on the incoming driveway.
- Please plan to arrive for the lesson *at least* 15 minutes before the assigned time. Participants arriving 15+ minutes late for a lesson may not be mounted and may have to forfeit the lesson.

Inclement weather:

Lessons will be held unless you are notified by telephone. If you do not receive a call, lessons will be conducted as scheduled *regardless of the weather*. Barn lessons may be offered if the weather is inclement at the farm. We realize participants may not cheerfully accept that they may not be riding a horse on a given lesson day, please help your rider to understand that therapeutic riding includes more than time in the saddle. Our instructors create valuable and important therapeutic unmounted

activities to assist them on riding and non-riding days.

Absent rider notification:

We ask for notification at least 24 hours in advance when a participant knows they will be absent. If it is a last minute emergency, we ask to be notified as soon as possible. If you miss three lessons without notifying *Horses In Service*, we will cancel you for the rest of the session and not register you for the following session. No refunds will be made.

Make-up lessons:

Make-up lessons are not available due to our limited schedule, volunteer time commitments, and instructors' additional program duties.

- Make-up classes may be scheduled only in the event that *Horses In Service* cancels a lesson.
- If a participant is unable to attend a class, there is no make-up class.
- Absence due to vacations or travel will *not* be made up.

Lesson visitors:

All siblings and friends of our participants must be monitored by an adult at all times. This is to protect them from the inherent hazards in and around equine facilities. If the siblings or friends of participants are not monitored and if they cause a distraction or problem they may be asked to leave the property. If the problem persists the participant may be asked to leave our program. **No guest dogs or pets are allowed on the property.**

Please make sure you have read the guidelines CAREFULLY before signing!
Your signature means you aware of all the guidelines and will abide by them.

Statement of Understanding – Participation Guidelines:

I have read and understand the basic rules under which the *Horses In Service ~ Natural Therapeutic Riding Program* operates and, by my signature, indicate my willingness to abide by these rules:

_____
Print Participant's name

_____ _____
Participant's signature Date
Not required if Parent/Guardian's signature is below

_____
Print Parent/Guardian/Caretaker's name
If under 18, Parent/Guardian's signature required

_____ _____
Parent/Guardian/Caretaker's signature Date