



Therapeutic Riding Program Policies

The following is a copy of the therapeutic riding program policies, which is signed by every client (or their legal guardian) before starting in the program. If you have questions regarding any of these policies, please contact program manager Courtney Mellor at 858-756-4117 x321 or courtneym@animalcenter.org.

Student Fees and Payments:

- Our program will conduct 5 9-week sessions per year; there is one week break between each session. Fees per session will be \$288; this is \$32 per lesson. Students starting mid-session will be pro-rated.
- All payments for returning students must be received by the end of the second week of the session. If no payment has been received the student will not be able to ride until paid.
- The average therapeutic riding lesson costs \$125 to provide. Thanks to the generosity of our donors, we are able to offer lessons at the highly subsidized cost of \$32 per lesson. For those still in need of financial assistance, scholarships are awarded when funds are available for those that prove financial need. There is a separate scholarship application process that must be completed to be considered. Scholarships are distributed once per year and last 12 months. Any mid-year requests are reviewed by the Scholarship Committee if funds are available.
- Initial evaluations must be paid for at the time of service including costs associated with a physical or occupational therapist if deemed necessary for the student's evaluation. Evaluations with a therapist are \$60 and if conducted solely by program staff \$40. The need for a therapist is determined by program staff.

Enrollment and Attendance:

- The program requires a **3 week notice** to be removed from the schedule without a cancellation fee. If 3 week notice is not provided there will be a \$90 fee.
- Clients are automatically enrolled for the subsequent session if no notice is provided.
- If a client misses 3 consecutive lessons with no notice they will be removed from the schedule and no refund will be available.
- If a client must take a medical leave, the program requires a written release from the physician before that client can return.
- If a rider must cancel their participation in the session for a medical reason a \$35.00 administrative fee will be applied prior to their refund.

- Parents/guardians are requested to stay in the immediate area during the scheduled lesson for any client that is not emancipated. If this is not possible, the participant must be signed over to a staff member with written instructions as to who the participant can be released to at the end of the scheduled lesson. If the participant is not picked up on time, the staff will charge a late pick up fee of \$15 for the first 15 minutes, and an additional \$15 for each 15 minutes thereafter.

Cancellation and Make-Up Policy:

- The program requires a 24 hour notice for cancellations.
- The program does not guarantee make-ups lesson.
- Make-up lessons will be scheduled whenever possible but are **not guaranteed**.
- No refunds or credits will be applied for any missed lessons.
- In the case of inclement weather (rain, high wind, heat, etc.) and mounted lessons cannot safely be performed, a horsemanship lesson will replace the mounted lesson. These lessons focus on the bond with the horse and cover topics including but not limited to grooming, handling, feeding, body parts, tack parts, medical treatments, and helpful exercises. If a client chooses not to attend a horsemanship lesson no make-up or refund will be provided.

Attire:

- Boots with a hard sole and a ¼ inch heel are recommended for riders but are not required. Riders are required to wear shoes that have a closed toe, closed heel and are secure to foot (no crocs, sandals, etc). Clients that trot and canter independently (as determined by instructors) are required to wear proper boots for safety unless a medical reason is provided.
- It is highly recommended that all clients wear long pants to prevent chaffing and pinching. Clients that trot and canter independently (as determined by instructors) are required to wear long pants for safety unless a medical reason is provided
- An ASTM/SEI approved helmet is required for any activities around the horses. This includes barn activities as well as riding. The program has helmets available for use or you may bring your own as long as it is properly approved. The helmet must be worn within the guidelines of PATH International (Intl.) Standards. We would be happy to explain these guidelines if you have questions.

Student Discharge:

- **The programs weight limit is 175 pounds.** The weight limit is determined with the safety of the horses, volunteers, staff and clients in mind. A client that exceeds this limit at any point before or during their time in the program is not able to participate in mounted lessons. However, horsemanship lessons may be provided for such individuals.

- The program has a strict “no aggression” policy for the safety of the instructors, volunteers, students, and horses. In cases of aggression and/or violence, the student may be dismissed at the first incident. However, at the discretion of program staff, two warnings **may** be given depending on the severity of the incident. At the third incident, the student will be dismissed from program.
- In accordance with ADA laws and PATH Int’l. precautions and contraindication standards, a student may be asked to leave the therapeutic riding program if deemed inappropriate for therapeutic riding.
- A student will be discharged from the program if it is determined that the risk for injury exceeds the potential for benefits.
- Reasons for dismissal include but are not limited to: recommendation from consulting doctor or therapist, incidence of aggression and/or violence, behavior that endangers self or others, disregard for Center or PATH Intl. policies, disrespect to others, inability to provide an equine appropriate for said participant, recommendation from instructor that participant is appropriate for a mainstream riding facility.