

# Saddle Up Riding Club, Inc. Equine Assisted Activities and Therapies Program



Professional Association of Therapeutic  
Horsemanship International

## Participant Handbook (Updated 2013)

Our Mission: Saddle Up Riding Club, Inc. Equine Assisted Activities and Therapies Program is to improve the quality of life for persons with disabilities through equine assisted and related activities.

Saddle Up Riding Club, Inc. 6080 94th Ave.  
Pinellas Park, FL 33782 [www.saddleupridingclub.org](http://www.saddleupridingclub.org)  
Main: (727) 520-3132  
Melissa Yarbrough, BCBA - EAAT Program Director  
(727) 348-7104 or [mkyarbro@gmail.com](mailto:mkyarbro@gmail.com)

## **Equine Assisted Activities Participant Handbook**

Thank you for your interest in Saddle Up Riding Club, Inc., a non-profit, 501c3 organization dedicated to enriching the lives of individuals with disabilities through equine assisted and related activities. Lessons, open to all qualifying individuals, provide each rider a unique experience. Instruction is tailored to fit each of our rider's specific needs and to help improve their levels of strength, balance, mobility and confidence during the riding experience.

### **Programs offered and fee schedule:**

**Therapeutic Riding-** Lessons are taught by a PATH Intl. certified therapeutic riding instructor with a team of 1-3 volunteers per rider. The emphasis is on developing riding skills in a safe environment that is both therapeutic and fun. Specific goals are set for each rider at the beginning of a session based upon input from the rider's parents, physician, and therapists.

#### Fee Schedule:

New Rider Application Fee \$25 (non-refundable – due with paperwork)

New Rider Evaluation Fee \$40 (payable at time of service)

#### Therapeutic Riding Lessons:

Group lesson (30-45 minutes, depending on rider level) = \$30

Private 30-minute lesson (at instructors discretion) = \$40

The **New Rider Evaluation** is scheduled after receipt of application fee and completed forms. The evaluation enables a certified riding instructor to determine the type of horse, level of instruction, tack and equipment necessary and class type that would be suitable for the participant. From there a suitable place within the operating schedule can be found.

**LESSON FEES ARE COLLECTED AT THE START OF EVERY LESSON AND MUST BE PAID IN FULL PRIOR TO THE LESSON.**

Alternative payment options and a limited number of scholarships may be available. To inquire, please contact Melissa K. Yarbrough, Equine Assisted Activities Program Director. Checks and money orders should be made payable to Saddle Up Riding Club, Inc. Please do not give payments to the volunteers. There is a payment drop box in the administrative office, or you may mail your check to Saddle Up Riding Club, Inc., 6080 94 Avenue, Pinellas Park, FL 33782. Please write the Participants name and lesson date(s) on check.

### **General Rules and Policies**

**Prior to participating in the program, riders must complete these forms:**

- Participant Registration Information/Photo Release/ Authorization for Emergency Medical Treatment
- Participant Release Form
- Riders Medical History and Physician's Release Requires a doctor's signature- **This is a 2-sided form. Riders cannot participate in any equine assisted activity without this form.**
- Rider Questionnaire
- Farm Waiver
- Student Goal Sheet
- Statistical Survey- Because our lesson fees cover only a small portion of the estimated operating cost for each rider, Saddle Up Riding Club, Inc. relies heavily on private donations, as well as grant and foundation gifts. Many foundations fund programs according to specific guidelines and this statistical information affords us the ability to properly and appropriately apply for much needed funds. Your cooperation is much appreciated and all information is kept completely confidential, separate from your application and is never used to determine Saddle Up Riding Club, Inc. program eligibility.

**The rider forms are updated annually.** Please understand that this paperwork is necessary for Saddle Up Riding Club, Inc. to remain in compliance with our accreditation standards and insurance requirements.

## **Rider Limitations**

Due to the nature of the horses work, Saddle Up Riding Club, Inc. has a weight limit of **200 lbs** or less for ambulatory persons. Weight limitations may differ for persons requiring a full transfer and will be at the discretion of the instructor.

Horseback riding may not be a suitable recreational activity for certain individuals and therefore it is necessary for you to have your physician complete and sign the Physician Release/Rider Medical History Form. Should the physical condition of the rider change at any time, Saddle Up Riding Club, Inc. is to be notified immediately and a new Physician Release form must be completed and filed with the office.

Certain conditions require additional precautions to be taken when on or around horses and **some conditions are contraindications to riding**. Most activities have some type of precautions and guidelines for participation and horse riding is no exception. Behavioral issues that may cause harm to the animals, instructors, volunteers or place the participant in a dangerous situation cannot be tolerated, individuals who have spinal curvatures that are unable to accommodate the movement of the horse, or those who lack neck and trunk control may not be suitable rider participants.

## **Attire**

For both evaluations and lessons, riders should wear long pants such as riding breeches, jeans or leggings to prevent leg chaffing. Shorts can be ridden in at the instructor's approval due to warm temperatures. Shoes or boots with a rounded, closed toe and a small heel are the safest form of footwear. Riders should avoid wearing jewelry, especially long dangling necklaces and earrings. Safety helmets that meet ASTM-SEI requirements are to be worn by all riders and if necessary, will be provided.

## **Inclement Weather**

**Please do not assume that classes will be canceled due to bad weather.** We often provide stable management and horse care classes in place of riding. Remember, this is Florida; it may be raining where you are, but clear at Saddle Up Riding Club, Inc.

## Attendance and Absences

- 1) **Please arrive 10 minutes before your scheduled lesson time** in order to get your helmet and take care of any other necessary business, such as using the restroom. Students arriving more than fifteen (15) minutes after class is scheduled to begin will not be included in the class.
- 2) **We will consider you 'absent' if you have notified us at least 24 hours in advance. Otherwise, you will be considered a "no-show".**
- 3) If you know in advance that you will be unable to attend a scheduled class, please complete one of the "Excused Absence" forms included in this handbook and give it to your instructor. Please do not hand it to a volunteer.
- 4) If you will be absent, please call or text the your instructor as soon as possible. If you get the voice mail, PLEASE leave a message. Our volunteers drive the distance and fight the traffic as you do in order to help. By letting us know that you will be absent, we can let our volunteers know so that they can plan their day. If you can not reach your instructor please text Melissa, Program Director at 727-348-7104.
- 5) In the case of an emergency the rider or parent/guardian should call within 24 hours after the emergency.
- 6) In case of sudden illness, the rider or parent/guardian should call as soon as it is apparent they will not be able to attend due to illness.
- 7) Excessive absences (3 or more) or no-shows (more than 1) will disqualify the rider from the remainder of the session and the rider will be placed on the waiting list for the next available session.
- 8) Riders who are receiving scholarships and have more than 1 no-show will be subject to forfeiting the scholarship and becoming ineligible for future scholarships.
- 9) If Saddle Up Riding Club, Inc. must cancel a class due to weather or other circumstances, we will make every attempt to schedule a make-up class at the end of the session. If our calendar does not allow for a make- up class, the riders may receive a credit for the canceled class. Due to our schedule, it is not possible to schedule individual makeup classes for absences and no-shows.

## **Supervision**

All students who are not considered responsible for themselves should be accompanied by a parent or adult caretaker until the student is escorted by the side walkers to mount the horse. No student should be left unattended at any time and should be under the direct supervision of their parent or adult caretaker at all times. Parents or caretakers are not to leave the facility while their students are participating. Volunteers are not allowed to accompany a child or adult to the restroom.

## **Safety Rules and Barn Policies**

- All phones and other electronic devices on our premises should be put on SILENT or VIBRATE.
- No pets allowed on Saddle Up property.
- **Visitors and parents need to remain quiet and calm at all times and sit at the picnic benches for the duration of the class.** Children other than the student are welcome with adult supervision, but must sit at the picnic benches or use the designated play area. Standing on the fence rail can distract riders and horses.
- No hand feeding of horses or other animals on the property.
- Abusive behavior, lack of respect for volunteers, staff and horses, or any violation of Saddle Up rules will result in immediate dismissal from the property
- NO SMOKING

The staff and volunteers at Saddle Up want to make your visits with us enjoyable, fun and rewarding. Please, give us feedback; let us know how we are doing and what we can do to improve your, or your child's experiences with us.

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# EAAT Participant Handbook Acknowledgement Form

Please sign and return this last page with your Rider Registration Forms - Thank You.

By signing below, I agree that I have read and understand the above written policies and procedures.

Rider name: \_\_\_\_\_ Date: \_\_\_\_\_

*Please Print*

Signature: \_\_\_\_\_

*Rider, Parent or Legal Guardian*

Comments:

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