



Courage Therapeutic Riding Center, Inc.

Parent Policies and Procedures

New Rider Initial Assessments

These are scheduled after receipt of completed forms, including medical release that must be completed, signed and dated by your doctor. A new evaluation is a very important part of our program. It allows our certified instructors to determine a client's base skill level, abilities, appropriate horses, volunteer needs and the most suitable lesson available on our schedule. It is only after we complete an evaluation that we can determine if there is a place on the schedule for the client. Courage is staffed with PATH International Certified instructors who evaluate the needs and abilities of each client. These instructors develop and follow lesson plans designed to benefit the clients with whom they work. The horse leaders and sidewalkers volunteer their time to insure the safety of the clients.

Rider Paperwork:

All rider paperwork must be up-to-date and the medical release form must be updated annually. No student will be allowed to ride without these forms properly completed, with original signatures, and turned in prior to lessons. Medical release forms must be completed in full with rider height, weight, diagnosis, and date. Remember, a diagnosis is not required to participate. Incomplete forms will be returned to you. Courage may require additional medical information with a doctor signature, such as X-rays, depending on the rider's physical abilities or diagnosis.

Scheduling

Once an initial assessment is complete, Courage TRC, Inc. will try to take scheduling preferences of the client into account when placing in a lesson; however, we cannot guarantee the day or time that you prefer will be available. If there is not an opening in the schedule that fits your availability you will be placed on the waiting list. Courage will contact you if a space becomes available and you will also be placed on the mailing list for upcoming sessions registrations.

Therapeutic Riding

Therapeutic Riding lessons are equestrian skill based lessons for people with disabilities. The focus of the lessons are skill development and progression while improving the client's physical, cognitive, emotional, sensory and/or social skills. Often times the clients participate in pre-mounted and post-mounted horse care. Clients that have physical, intellectual, cognitive, developmental, sensory, and/or learning differences will benefit from Therapeutic Riding. Based on individual needs, the goals of the program are for the client to improve his or her:

Muscle Tone

Muscle Strength

Rhythm

Coordination

Range of Motion

Balance

Spatial Organization	Social Skills	Sensory Awareness
Reasoning	Confidence	Empathy
Pride	Attention Span	Flexibility
Sequencing	Patience	Judgment

AND develop some of the following horsemanship skills:

Transitions	Sitting Trot	Arena Figures
Trail Obstacles	Horse Handling	Ground Skills
Stable Management	Posting Trot	Two Point Position
Ground Poles	Horse Husbandry	

Equine Assisted Learning and Activities

Equine Assisted Learning (EAL) or Equine Assisted Activities (EAA) rarely involves mounted work. These sessions are generally groundwork and/or observational learning. Natural horsemanship and basic horsemanship skills may be included. The parallels between the lessons learned in the arena and life outside the barn are infinite. Using these lessons as a metaphor allows individuals to better understand and process the world around them based on the unbiased opinions of the horse. Individuals struggling with social developments may find it easier to perceive abstract concepts with the horse rather than people (ex. Self-care, empathy, communication, boundaries, etc). Working with the horses indirectly teaches individuals how to apply the same skills in their personal relationships. This sets a foundation for better opportunities in their future endeavors.

BILLING AND PAYMENT POLICY

New Client Initial Assessment Fee: There is a non-refundable lesson fee of \$75 required at the time of your new rider evaluation.

Payment is due before the riding lesson begins. It is preferable that lessons be paid upfront for the entire month. Bimonthly payments are acceptable upon request.

Scholarships and Financial Aid Services:

Financial aid may be available in the form of full or partial scholarships to those who may have difficulty paying for their riding lessons. An application must be completed prior to the first scheduled riding session. If there are no funds available for scholarships, you will be put on a waiting list and notified at the first availability.

Contact the Director of Operations for questions regarding scholarships/reduced rates.

Lexie Kerr

lexie@reinsoftheozarks.org.

Attendance:

Parents need to contact our office as soon as possible if they need to cancel their lesson. Any absence that Courage is not notified about 24 hours prior to the lesson will be considered unexcused. Any participant having three unexcused absences will be removed from the schedule and their time slot will be replaced with another qualifying participant. The participant will then be placed on the waiting list and may resume activities when there is an opening in the schedule.

Courage TRC, Inc. No-Show and Cancellation Policy

- 1) Please arrive on time or a few minutes early for your scheduled lesson time. The arena is reserved for your session and lesson times specifically. If you arrive 15 minutes late, you only have the arena for 45 minutes. If you arrive over 20 minutes late, you are considered a no-show and volunteers and horses will be dismissed.
- 2) If you will be absent, please call or text your instructor as soon as possible. If you get a voicemail, PLEASE leave a message. By letting us know that you will be absent, we can avoid having the horse ready and waiting for you and prepare accordingly with volunteers.
- 3) Payment for the session is expected if you do not call ahead to cancel by the morning of the lesson. There will be NO refunds for lessons not cancelled by this time.
- 4) Please notify Courage as soon as possible in the event of illnesses requiring hospitalization or other unforeseen emergencies.
- 5) Clients who are receiving scholarships and have more than 1 no-show will be subject to forfeiting the scholarship and becoming ineligible for future scholarships.

***PLEASE don't be a "No-show, No-call" - this results in:
Unnecessary tacking and untacking of our horses
Inefficient use of staff and volunteers
Excessive absences take up a time slot that could be used by another rider

Safety Rules and Barn Policies

1. All students who are not considered responsible for themselves should not be left unattended at any time and must be accompanied by a parent or adult guardian until the student is escorted by the instructor or volunteer to their lesson.
2. A parent or adult guardian must be on site during the entire riding lesson for all riders under the age of 18. Depending on ability, instructors may ask parents of older riders to stay as well.
3. A parent or adult guardian must be present during the entire riding lesson for all non-verbal riders.
4. Courage reserves the right to extend the parental/guardian supervision policy to other riders as deemed necessary.
5. Clients and parents must wait in the designated waiting area. This will be discussed during the first visit.
6. During lessons, ONLY students and volunteers are allowed in the arena area – parents are asked to leave the arena and remain in the visitor waiting area or outside.
7. A safety helmet must be worn while mounted during their lesson. Courage has ASTM/SEI approved riding helmets available for use in our office, or you may purchase your own at a local tack shop.
8. Riders, parents, visitors, volunteers and staff are REQUIRED to wear closed-toed shoes when in the barn and around the horses at all times. Individuals that arrive on property without the proper foot attire will not be allowed to work with the horses.
9. Remember this is Arkansas – Riders should be properly hydrated and protected from the elements. Hats, gloves, jackets, etc. can be worn by the rider as long as they do not prevent lesson activities.
10. Do not hand feed our horses. If a rider wishes to bring treats, they may give them to the horse in a bucket at the instructor's discretion and will be done within the time constraints of the rider's lesson.
11. There are no personal pets allowed at Courage. Designated service animals only.
12. Any bleeding or open sores must be covered with a bandage.
- 13. Please be sure to advise the instructor of any medical changes such as recent seizures, illness, or medication changes that may affect riding abilities.**
14. Please refrain from coaching or speaking with your child from the sidelines. It is important their focus remain on the instructor and assisting volunteers.
15. Please make sure that any visitors you bring (including siblings, other family and friends) are kept under your supervision. No climbing/sitting/standing on the fence, no shouting or loud voices, no running around the riding arena, barn or farm, etc.
16. Horses get scared of strange noises and sights. Children other than the student are welcome with adult supervision, but must stay out of the arena and barn area. Any visitors that are causing a safety hazard will be asked to leave the premises.
17. Our instructors are willing to answer any questions you have regarding you or your child's lessons. Please understand that they may not be available directly before or after the lesson, but can set up a day/time to address your thoughts.
18. All phones and other electronic devices on our premises must be put on silent. This is a distraction to our lessons and can potentially frighten the horses.

19. ABSOLUTELY NO SMOKING ALLOWED.

20. Abusive behavior, lack of respect for volunteers, staff and horses, or any violation of Courage rules will result in immediate dismissal from the property.

Thank you for following our basic safety rules. Safety is our number one priority!

CLIENT ELIGIBILITY GUIDELINES

Courage programs are based on an individual’s ability to participate safely and effectively and in compliance with our industry standards. Enrollment is offered when the necessary resources are available including: an appropriate horse, available volunteers, and class compatibility that meet the individual’s needs.

Age:

Clients are to be at least 4 years of age. There is no maximum age limit.

Postural Control:

Riders over 80 pounds must be able to maintain a sitting position; at least by holding on with one hand.

Precautions and Contraindications:

The following conditions, if present, may represent precautions or contraindications to therapeutic horseback riding. Please review this information, and if present, contact / Courage TRC, Inc. for more information.

<p>ORTHOPEDIC Atlantoaxial Instability Coxa Arthrosis Cranial Deficits Osteoporosis Heterotopic Ossification/Myositis Joint subluxation/dislocations</p> <p>NEUROLOGIC Pathologic Fractures Spinal Instability/Abnormalities Seizure Disorder Hemophilia Spina Bifida/Chiari II Malformation Tethered Cord/Hydromyelia Hydrocephalus/Shunt</p>	<p>OTHER Cerebral Palsy Indwelling Catheters Skin Breakdown Weight exceeds 200 pounds</p> <p>MEDICAL/PSYCHOLOGICAL Animal Abuse Physical/Sexual/Emotional Abuse Dangerous to self or others Exacerbations of medical conditions Impulse Control Disorders Heart Conditions Medical Instability PVD Respiratory Compromise Recent Surgeries Substance Abuse Thought Control Disorders</p>
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IF DIAGNOSIS IS DOWN SYNDROME, PARTICIPANT MUST HAVE:

- 1) Yearly Neurologic Evaluation for Symptoms of Atlantoaxial Instability.
- 2) A signed and dated statement from a qualified physician giving the date and result of a diagnostic X-Ray for Atlantoaxial Dislocation Condition dated within 3 years.

IF PARTICIPANT HAS HAD A SPINAL INJURY OR INJURY TO ANY BONES THAT REQUIRED SURGERY; PARTICIPANT MUST HAVE:

- 1) A signed and dated statement from acting surgeon giving the date and result of procedure.

Courage may require further information to ensure mounted activities are in the best interest of the client.