

HorsePlay Hippotherapy & Therapeutic Riding, Inc.
Rules and Policies

(Read Thoroughly. Keep this part for your own records.)

Apparel:

1. Leather shoes with heels to prevent the foot from sliding through the stirrup are preferred, rather than tennis shoes. Sandals and slip-on shoes are not allowed. Braces and prostheses may be worn with whatever shoes are required for them.
2. Long pants are required. (NEVER wear shorts or dresses/skirts. The saddle can bruise unprotected legs. Stretch pants or riding pants are recommended for comfort. Corduroy is too slippery for safety.
3. All riders **must** wear an ASTM/SEI approved riding helmet. HorsePlay Hippotherapy & Therapeutic Riding, Inc. will provide an approved helmet for each rider. Each rider may purchase a helmet if they so desire, however, it must meet ASTM/SEI standards.

Attendance:

1. It is the attendance policy of HorsePlay Hippotherapy & Therapeutic Riding, Inc. that following three (3) unexcused and/or un-notified absences, a student will be temporarily removed from the program. Reapplication will be necessary for continued participation. A sign-in book for all riders is located in the office. Please sign-in for each lesson attended.
2. Excused absences may be made up by special arrangement with our staff. Make-up lessons are scheduled on a space-available basis.
3. We must be notified 24 hours before the scheduled lesson times for the absence to be excused. The exception to this is for an emergency or sudden illness, which will also be considered an excused absence if we are notified as soon as possible after the onset of the illness or emergency.
4. *There are no make-ups for closure due to vacations, holidays, or weather.*

Schedule Changes:

1. In case weather or scheduling problems with the indoor arena, mounted classes and therapy sessions may be cancelled a minimum of 24 hours in advance. Ground lessons may be scheduled instead and therapy sessions may be moved on site at our partnered clinic, Imagination Station & On-Track Therapy.
2. Classes and therapy sessions will be cancelled if the temperature at the ranch exceeds 98 degrees or drops below 45 degrees. Ultimately, the program director will decide whether or not to hold or cancel sessions depending on other weather factors i.e. humidity, wind, precipitation, etc.
3. In case of high winds, ground lessons or lessons on the vaulting barrel will be given instead of mounted lessons.
4. If you are not sure if we will be open, please check our partnered clinic number for Imagination Station & On-Track therapy at (501) 358-6868. In the event that a class or therapy sessions is cancelled or a time is changed, that information will be available. Please call before coming to the equine facility to determine any changes in schedule.

General Policies:

1. Absolutely NO SMOKING at the Equestrian Center.
2. No dogs allowed on the property.
3. Children must be supervised at all times. PLEASE DO NOT LEAVE YOUR SLEEPING CHILD IN THE CAR. There are many inherent dangers in and around the facility.
4. Please remind your children: No rock throwing. No digging. No running. No yelling.
5. No one is allowed near a horse unless directly supervised by a volunteer or instructor. Please do not allow your children to run up to a horse or to feed them. *Any horse can bite or kick, and some horses are on special diets.*

6. We have a well-stocked medical kit. Please report any injuries to us so that we may attend to them. Even a scratch can become infected.
7. Please do not come to the ranch wearing open toed shoes or sandals. And NO ONE is allowed to come barefooted, not even babies.

Rider Forms:

New application forms are to be submitted prior to each session by the deadline unless the rider is continuing into the next session. If a rider skips a session, a new application form must be submitted. Application forms must be updated annually. Liability and Medical Release forms are required to be updated annually. The Physician's statement must be updated annually. *Please inform us of any change in address, phone numbers, or medical condition, including changes in medications.*

Location:

HorsePlay Hippotherapy & Therapeutic Riding, Inc. is located on College Ave., Conway, AR.

Processing:

Please provide the following prior to the session deadline:

- Signed and completed Application Form
- Signed and completed Authorization for Emergency Medical Treatment
- Signed and completed Rider's Medical History and Physician's Statement
- Signed and completed Release and Waiver

The First Day:

Appropriate riding apparel:

- Jeans or long pants
- Closed shoes or boots (preferably hard soled with heels – no loafers, flats or sandals)
- Medications if needed.

A responsible adult must remain with all minor children at the equine facility at all times. Riders who have guardians must have their guardian or other approved adult stay with the rider at the ranch at all times, unless arrangements have been made with the ranch staff.

Thank you for your time, participation, and cooperation. Have fun!