

SILVER LINING FARM

POLICIES & PROCEDURES

General and Safety Rules

Please keep the following rules in mind when visiting Silver Lining Farm:

1. **STUDENT HOURS:** Monday through Friday, 8:00 a.m. to 7:00 p.m., Saturday 8:00 a.m. to 12:00 noon. Closed Sunday.
2. **FOOTWEAR:** All students must wear appropriate footwear at all times while working around and riding horses. Appropriate footwear is a hard-soled shoe with a heel. Absolutely, no tennis shoes.
3. **HELMETS:** All students must wear a riding helmet at all times when mounted. Silver Lining Farm recommends all riders purchase and wear a riding helmet with a full harness and chin strap and a vest for jumping.
4. **LESSON CANCELLATIONS:** Students (or parents) are financially responsible for all lessons. Cancellations must be given to the office, NOT the instructor. Cancellations called in using cell phones are often unclear, so please follow up or call from a land line. Call 634-1229, push # to bypass greeting.
5. **PAYMENT:** Silver Lining Farm accepts checks and cash for lessons. Cash or checks made payable to Silver Lining Farm should be placed in the mailbox located in the barn.
6. **RETURNED CHECKS:** There is a \$20.00 charge for any returned check.
7. **PARKING:** Please, Please drive in and out very slowly. There are often children and animals in the driveway. Please do not talk on your cell phone while driving your car. Do not park in front of walkways or corral gates.
8. **CHILDREN:** Supervision of children on Silver Lining Farm premises is the responsibility of the parent or a supervisor appointed to them. Silver Lining Farm employees supervise your children only during a scheduled lesson. If a minor is being "dropped" off for a lesson, please pick them up at Silver Lining Farm when the lesson ends; unless prior arrangements have been made; i.e. helping with a birthday party, preparing for a show, grooming, etc....
9. **GROUP & PRIVATE LESSONS:** Please schedule with the office each group and private lesson you wish to attend at least 24 hours prior to the lesson to see if there may be a horse available. We prefer to have a monthly lesson schedule submitted in writing.
10. **RUNNING OR SCREAMING:** No Running or Screaming in or around the stable areas.
11. **JUMPING:** No one is allowed to jump without an instructor.
12. **PETS:** Dogs must always be on a leash in the parking lot and never in the barn or arena areas.
13. **FEEDING HORSES:** Please use caution when feeding the horses treats (apples, carrots, sugar cubes). Even the best horse sometimes bites.
14. **RAIN:** In the event of rain, call the office as near to your lesson time as possible on the day of your lesson to find out if we are planning to teach. (It may be raining at your house and not at Silver Lining Farm).
15. **NO SMOKING** in and around the barn areas, arena areas, shavings or hay.
16. In order to participate in any class, to work around or mount horses your release, registration and medical form must be on file.
17. The use of safety equipment is for protection of all riders, as well as the protection of our horses & our instructors. If you are not wearing the required safety equipment, you will not be mounted for class; i.e. helmet, boots, etc...
18. Lesson content is determined by the rider's age, previous experience, physical stamina & goals.
19. All new students (with previous riding experience that is sufficient to influence class placement) must schedule a 45 minute mounted evaluation and assessment lesson prior to registering for lessons. If the rider is a minor, a parent must be present for the assessment lesson and evaluation.
20. Before registering for riding lessons please be advised: Register for riding at a time when you can attend all scheduled classes.
21. Tuition is due at registration or within one week of your registration for class in order to secure your spot in the class or your preferred lesson time.
22. Lesson content is comprehensive & includes: safety, grooming, saddling, ground handling, correct body position, harmony with the horse & confidence building exercises. We expect all students to master basic information about safety, leading, grooming & tacking. Students will become comfortable with the terms & words used in equine activities. Our goal is to produce safe, competent and knowledgeable riders.

GENERAL INFORMATION

Our Goal is a 100% safe ride, every time!

1. If a student is in serious violation of, or repeatedly disregards, any of the Silver Lining Farm policies, he/she will receive a warning. At the discretion of management, the student may lose all riding and boarding privileges if the student receives more than one (1) warning.
2. Please bear in mind that horseback riding requires muscle, coordination, balance, mental alertness, and the ability to follow directions promptly and accurately. In the interest of safety, Silver Lining Farm instructors, management, administration reserves the right to forbid students to ride or handle horses who are mentally or physically unfit, or under the influence of alcohol or drugs.
3. Students who plan to participate in open competitions off-site must lease or be currently enrolled in 2 lessons per week at SLF.
4. Barn hours are posted and must be observed.
5. All students are required to properly and completely groom, tack up and cool out horses for their class. Riding tack **MUST** be cleaned and returned to the proper place after use. Students are expected to arrange their schedule to allow adequate time for this (approximately 2 hours). We will teach and instruct the proper procedures for the above and conduct "Indoor Lessons" (particularly during inclement weather).
6. A schedule lesson or activity has priority in the use of facilities and horses.
7. Keep all areas neat and clean, particularly barn.
8. Horses are not to be left unattended or untied in cross ties or otherwise. Horses cross-tied in the aisle should be **unsnapped and moved aside** to provide safe passage of other horses.
9. **When a horse is standing in cross ties, lead ropes must be unsnapped from their halters and halters hung up.**
10. Horses are never to be tied in any way by the bridle. A halter may be slipped over the bridle if a horse must be tied with its bridle on.
11. No riding is permitted in the barn aisle.
12. Horses are never to be out of their stalls or paddocks without proper restraints. They must be wearing a halter and lead rope or bridle. The handler must be aware of his/her surroundings and make every effort to keep the horse a safe distance away from other horses. They have strong instinctual behaviors.
13. Students are to lead only one (1) horse at a time. – no exceptions!
14. Gear your riding in consideration of beginner riders, green horses, condition of your horse, and ground conditions. Maintain proper distance between horses. Those jumping have the right of way, and must **call their fences**. Pass left shoulders when moving in opposite directions. When moving in the same **direction, let your intention to pass be clearly heard**. Do not block the flow of traffic.
15. Lunging must be done so that it does not disturb the other horses and/or riders.
16. Horses are not to be grazed loose except in paddocks. Handlers must remain standing when grazing a horse. Be aware of potentially dangerous obstacles (cars, tables, etc...) when a grazing a horse.
17. **The decision of the manager and/or instructor is final in regards to use of all facilities, related equipment and horses.**
18. All student riders (boarders included) must wear an ASTM/SEI approved hunt cap/helmet with an attached harness, fastened and properly fitted, to mount and ride ANY horse on SLF property.
19. Breeches, riding tights or jodhpurs are the best leg protectors for riders. These clothes do not bind or rub to create blisters & chafing. It is acceptable to wear comfortably fitting, non-restricting jeans. Be able to tuck shirts into pants. Loose baggy shirts & pants are a safety hazard and must be avoided.
20. Facial jewelry is limited to non-dangling earrings only. Hair must be in ponytail, pigtails, bun, braids, or barrette.
21. Students must receive permission from their instructor to ride a horse not assigned to their class.
22. Please ask the instructor's permission to enter a ring if a class is in session. Be aware of traffic around the gate when entering or exiting a ring.
23. **Riding with headphones** anywhere at the SLF is not permitted.
24. If a student is in serious violation of, or repeatedly disregards, any of the Silver Lining Farm policies, he/she will receive a warning. At the discretion of management, the student may lose all riding and boarding privileges if the student receives more than one (1) warning.

Silver Lining Farm administration, management, instructors, and staff are available to help you in any way. Please do not hesitate to contact someone for assistance. The right place to ride should leave you feeling safe, confident & enjoying Equestrian Sports!

Student's signature Date

Parent or Guardian Signature Date