



Prospect Hill Farm Lesson Policy

Effective date March 6, 2021

Prospect Hill Farm is a year-round private riding facility and is excited to have you on as a student. We have a great family atmosphere and community of riders. Our riding program offers anywhere from 7 – 15 lesson horses and four riding instructors. We teach students from 2 years old and up. Lessons are taught Monday through Sunday. PHF takes pride in their program and employs an excellent staff with that comes large operating costs. The riding program is dependent on regular attendance of students. Horses need daily care and continue to need to be fed, get shoes, veterinary care, cleaned up after, insured, etc.

Please always drive 15mph on the property for safety reasons and park in front of the indoor arena or in front of jersey barriers on angle only. DO NOT park on side of barn, in front of paddock gates, or in driveway.

COVID-19 Information:

All Students, parents, and visitors must register at the barn. Please ring bell at side door closest to indoor arena.

Answer all questions on the self-attestation form and have their temperature taken.

All students, parents, and visitors must use hand sanitizer on arrival.

Once registered you will be given further instructions.

All students, parents, and visitors must have a mask on at all times and stay 6' apart to keep with social distancing guidelines.

Lesson Information:

Learning to groom and tack the horse for a lesson is part of the first few lessons for beginners / new entrants. The instructor will deem when the student can arrive early to prepare horse before lesson on their own. (about 30-40 minutes early).

Lessons are expected to start on time. Students are expected to prepare their horse for the lesson. If students are too young to tack on their own (usually students under 7), tacking will sometimes be included in their lesson.

NO unaccompanied minors can be dropped off with students (i.e., friends, siblings, family members). All non-student minors must be supervised by a parent or babysitter over the age of 18.

All students must thoroughly clean tack and disinfect when done riding unless horse or pony is needed for another lesson.

Payments:

Weekly lessons are to be paid monthly by the 1st of the month. Payment is due at the first lesson of the month or by preferred electronic method Venmo @Alicia-Cugini. If paying by check, make check out to PHF and drop in mailbox in the barn by office door or the one in the viewing room in the indoor arena. Payments received after the 5th of the month will be charged a \$5/ lesson late fee. There will be a \$30 fee for any returned checks.

Cancellation and Make up Policy:

Lessons are paid monthly for your weekly scheduled time for lessons. If you have plans to be gone for a weekly lesson, please let your instructor know ASAP or at the beginning of the month of which the lesson is going to be missed. If a student cannot make their weekly spot, there will be a limited number of opportunities available during the month to make up for a missed lesson and we will do our best to schedule another time or trade with another student when possible. You can always email or text your instructor as sometimes things open at the last minute.

If a student cannot make it to any available, make up spots the lesson does not carry forward into the next month.

Two make up sessions are allowed per month

If less than 24 hours' notice is given that a lesson will be missed, the lesson cannot be made up

Make up lessons must be taken by the student enrolled (no family members, friends, etc.)

Major Holidays will not be billed for lessons (Labor Day, Memorial Day, Thanksgiving, Christmas, Easter, and 4th of July)

Weather Policy:

Horseback riding lessons are weather permitting. If the weather is inclement, we will hold inside lessons. This will give the students a chance to learn about the numerous different topics of horsemanship and horse husbandry which is essential for a well-rounded horse education. At PHF we strive for students to learn horsemanship, which includes bathing, clipping, pulling manes, tack cleaning, wound care, knowledge of equipment, etc. Please check your emails and texts during severe weather as we do occasionally cancel lessons. Riding portion of lessons may be canceled in heavy rains, thunderstorms, snowstorms, icy conditions, extreme humidity, and wind. If school is canceled or dismissed early, please contact Alicia to see if lessons are still on. We try to ride in most cases but for safety reasons sometimes it will not be possible. Please come prepared and wear appropriate clothing for the temperatures. Layers in the cold and toe and hand warmers. Sun Shirts or Tank tops and sunscreen in the warm weather. Riding portion of lessons will generally be canceled in temperatures less than 15 degrees and over 95 degrees.

Required Riding Attire and equipment:

Riding Boots with heel, Helmet, Riding Jodhpurs or Breeches, fitted shirts (no baggy t shirts, no inappropriate sayings or revealing clothing no crop tops), and Hair tied back out of face.

Due to COVID-19 having your own Brushes (curry, hard brush, soft brush, hoof pick) is a good option.

Where to go for gear:

Dover Saddlery 1340 Ten Rod Rd N Kingston, RI 02852

401-295-2840 Ask for Chesley

Signature: _____ Date _____

Childs Name: _____