



ADAPTIVE RIDING INFORMATION MANUAL

UPDATED FEBRUARY 2020



ADAPTIVE RIDING INFORMATION MANUAL TABLE OF CONTENTS

Program Information	3
Cost & Financial Responsibility	4
Proper Attire	4
Paperwork Requirements	4
Attendance	5
Parent Supervision	5
Open House	5

ADAPTIVE RIDING PROGRAM INFORMATION

Saddle Up!'s Adaptive Riding (AR) program is an equine-assisted activity where participants work on their mounted and unmounted horsemanship skills. Our PATH International Certified Instructors adapt the lesson for the purpose of contributing positively to the cognitive, physical, emotional and social well-being of children with disabilities. Secondary benefits that have been observed by Saddle Up! families include improvements in balance, endurance, coordination, communication, speech, attention, and much more. Our Adaptive Riding program serves children with disabilities from the age of 4 through their 19th birthday.

PROGRAM STRUCTURE

Saddle Up!'s Adaptive Riding program is a year round program where children from the age of 4 through their 19th birthday get to work on their mounted and unmounted horsemanship skills. Participants are assigned to a weekly lesson led by a PATH International Certified Instructor. Lessons can last anywhere from 30 minutes to 1 hour and can include up to 4 participants.

ADAPTATIONS

Saddle Up!'s PATH International Certified Instructors are trained to adapt many different types of resources within the lesson to enhance a participant's abilities. Participants are provided a leader for their horse and sidewalkers as necessary to help support them throughout their lesson. Tack and lesson equipment is selected to meet the needs of the participants and many adaptations can be made for comfort, fit, and ease of use. Lesson instruction is enhanced as each instructor teaches to each participant's learning style.

PROGRESS & GOALS

Saddle Up! developed and uses RIDES® as their system of assessment for the Adaptive Riding program. For more information on RIDES® visit our website at www.ridesinstruction.com. The RIDES® program allows our PATH International Certified Instructor to teach mounted and unmounted skills and to set and measure participant goals and objectives, from the fundamentals to cantering. Goals are based on the participant's abilities and include family input. At the end of each session, instructors update the parents on how their child has worked to attain their goals.

ELIGIBILITY

- Participants must be between the age of 4 and 19 years old and have a documented disability.
- Participants must have proper head, neck, and trunk control to sit upright on the horse.
- Saddle Up! follows the PATH International Precautions and Contraindications for determining eligibility for our programs.
- Eligibility and program placement will be determined by reviewing the participant's paperwork and completing a New Participant Assessment. There is a \$30 charge for the New Participant Assessment.

PROGRAM COST & FINANCIAL RESPONSIBILITY

PROGRAM COST

- \$30 fee per lesson
- \$25 per session registration fee
- There is a one-time New Participant Assessment fee of \$30 to determine participant eligibility for the program.

FINANCIAL RESPONSIBILITY

- Payments for the Adaptive Riding program are charged in a lump sum to cover up to 6-8 weeks of riding.
- Spring and fall session fees are broken into 3 payments per session with the first being due at the time of registration along with the \$25 non-refundable, registration fee. The 2nd and 3rd payment dates will be communicated prior to the start of the session.
- Summer fees are broken into 2 payments, the first being due at the time of registration along with the \$25 non-refundable, registration fee. The 2nd payment is due the first day your child's scheduled summer program.
- Payment must be submitted prior to the participant receiving services.
- If you get behind on payments, we cannot register your child for the upcoming session until the outstanding balance is paid in full.
- Financial Aid: We do not want cost to deter your child from participating in this program, so please contact our Director of Finance and Administration if you need financial aid considerations.
 - Program discounts are based on a sliding scale and applicants will need to complete paperwork to apply.
 - Financial Aid can only be available for one program per participant. If your child is participating in more than one program, please let us know where you would like to apply your financial aid.
- Scholarship Fund Support: If you would like to donate to our Scholarship Fund, you can bring your donation into the office or visit the DONATE tab on our website at www.saddleupnashville.org.

PROPER ATTIRE

If your child arrives at a lesson without the proper attire we reserve the right to not allow him/her in the barn and/or on a horse for their safety.

- **ASTM-SEI Riding Helmet** – Please purchase one that fits your child according to the Helmet Fit Guidelines in the Parent Information Manual.
- **Long pants** – such as Jeans or Riding Pants.
- **Closed toe shoe** – such as boots or tennis shoes. A riding boot with a heel would be ideal.
- **Cold Weather Gear (when appropriate)** – such as gloves, jacket, etc. Jackets/coats must be zipped or fastened.
- No loose or dangling clothing or jewelry (i.e. scarves, necklaces, bangle earrings, etc.).

PAPERWORK REQUIREMENTS

- Paperwork must be completed prior to beginning a program or interacting with a horse.
- Participants must complete all registration paperwork and submit deposits/payments in order to register for the session.
- All participants are required to have a completed Participant Release annually.
- All participants are required to have an updated Physician's Statement form every two years.

ATTENDANCE

- Absent
 - If your child is going to be ABSENT please email us at attendance@saddleupnashville.org. If the absence is less than 2 hours' notice from the program time you MUST also CALL the lesson hotline at (615) 794-1150 x290 and leave a message. This allows us to contact volunteers and make changes as needed. The earlier you notify Saddle Up!, the more likely we are to be able to inform your child's team.
 - Saddle Up! does not offer refunds or make-up lessons for participant absences.
- Tardy
 - If your child is going to be late to their scheduled program, please call the office at (615) 794-1150 and talk with a staff person or leave a message on the lesson hotline at extension 290.
 - With notice: after 15 minutes OR once the instructor has mounted the other riders, even if you have called us, you will forfeit the lesson for the day.
 - Without notice: if a participant is MORE than 10 minutes late to his/her lesson and you have not called us in advance, then you will forfeit your lesson for that day.
 - The lesson time will not be extended for a participant's tardiness.
- No Show:
 - If a participant misses a lesson WITHOUT notification, Saddle Up! will document this as a 'no-show' and send a notification to the parent/guardian.
 - A participant is also considered a 'no-show' if you notify us after the lesson starts.
 - If a participant has 2 or more 'no shows', then Saddle Up! may dismiss the participant from the program.
- Email to specific staff email addresses is NOT an acceptable form of notification in the event that the staff person you email is not in the office that day. The email address attendance@saddleupnashville.org is the ONLY email address that is acceptable for absence notifications.

PARENT SUPERVISION

- Parents/guardians must remain on site at all times while their child is participating in our Adaptive Riding program.
- Parents/guardians are to remain in the lobby or family courtyard during lessons, unless they have special permission from a staff person to enter the program area. Feel free to take a stroll down the driveway or enjoy a snack on one of our picnic tables as well.

OPEN HOUSE

- We do have an Open House week during our Fall and Spring semesters where we allow parents/guardians to accompany their child(ren) through the full lesson process.
- Parents/guardians will be allowed to enter program areas, staying within the designated areas, to observe grooming, tacking, mounting, and the lesson from the bleachers.
- For their safety, parents/guardians must wear tennis shoes or boots in order to take part in the Open House. If you don't have tennis shoes or boots, you can still watch the lesson from the bleachers but you cannot proceed to the grooming/tacking area.