



## Reining Hope Adaptive Equine Assisted Activities & Therapies LLC

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**"Wish It, Dream It, Do It!"**

## Reining Hope Program Application Process & Participation Policies

**Application Process:** Available on-line or upon request, Reining Hope provides the required forms for participation, which must be fully completed and accepted by Reining Hope. The following forms are mandatory prior to participation:

- Registration & Release
- Emergency Medical Treatment
- Medical History

Each form must be signed and dated by appropriate party (NOTE: the Medical History form must be signed by a physician). We also ask that you please complete the Rider Questionnaire. The Therapist (OT/PT/SLT) and Mental Health Data forms only need to be completed if the prospective participant receives those services.

There is a one-time, nonrefundable, application processing fee of \$25. for all prospective participants payable with the return of completed paperwork.

Once all forms have been received by Reining Hope, prospective participants will be placed on the "Participant Wait List" and when an opening becomes available they will be contacted for a pre-riding and/or pre-unmounted activities assessment conducted by a staff instructor.

**Scheduling:** Reining Hope offers weekly lessons. Mounted and/or unmounted sessions are 30 – 60 minutes in length based on the individual's needs and schedule availability. When available, for group lessons, participants with similar goals are grouped together. Program sessions are scheduled for the same day and time each week for the length of the semester. The Reining Hope Program operates Monday through Sunday. Once completed application is received and reviewed by Reining Hope, scheduling is made with the individual, parent and/or guardian, as applicable.

**Attendance:** Reining Hope expects consistent attendance by all participants. If you are unable to attend a regularly scheduled session(s), notification must be made by calling the Reining Hope office at 802-895-9166 as soon as the absence is anticipated so we may provide sufficient notice to volunteers and staff. **Due to our schedule and availability of volunteer assistance, make-up opportunities may not always be available for missed sessions, therefore early notification is very important. If Reining Hope needs to cancel sessions due to some unforeseen circumstance, such as inclement weather, we will do our best to work with you to reschedule sessions.** In the event of inclement weather or other unforeseen circumstances, all reasonable attempts will be made to notify participants at least 2 hours prior to the change. You may also check the website, [www.reininghopeaeaat.com](http://www.reininghopeaeaat.com), for any proposed schedule changes, as applicable.

## LESSON CANCELLATION POLICY – effective May 2013

Please be advised that if you are unable to attend your regularly scheduled lesson, you must give notice at least 24 hours prior to your scheduled lesson time.

If notice of cancellation/need to reschedule is not given at least 24 hours in advance, there will be an assessed fee of \$25. charged, due and payable to "Reining Hope AEAAT, LLC" on or before your next scheduled lesson.

Consideration will be given under unusual circumstances, and/or need to cancel/reschedule due to family emergency situations, to waive the above mentioned fee on a case-by-case basis.

Please be advised, as well, that if cancellations, with or without rescheduling, become a regular occurrence, your regularly scheduled day/time may be given to another student at the discretion of the Program Director and you will be notified of such. Your consideration is appreciated!

**Attire:** Participants should dress weather appropriate and always wear long pants (even during summer), with sturdy-soled boots or shoes with a ¼ inch heel. Absolutely NO open-toed or open-heeled shoes are to be worn by anyone on the Reining Hope premises – this includes NO flip-flops, sandals, crocs, slip-ons or similar footwear. Participants will need to wear an ASTM-SEI certified helmet when working with their equine partner. Reining Hope recommends that each participant bring their own helmet which can be purchased affordably (i.e. a Troxel schooling helmet typically runs for \$30. or less) through various equine catalogs/online such as State Line Tack, Valley Vet Supply, Dover, Schneiders, etc.

**Payment:** Lessons are paid at the time of each lesson. Lessons may also be prepaid on a weekly or monthly basis. Invoices/receipts are available as requested. Mounted and/or unmounted program sessions are \$50./session.

**Scholarship Application:** TBD – at this time there are no scholarship funds available, however, Reining Hope is working on setting up a scholarship fund for the future!

### **Reining Hope Statement of Participant Eligibility or Dismissal**

Reining Hope offers services to individuals with special needs. Eligibility for participation in Reining Hope programs is based solely upon the individual's ability to participate meaningfully and safely, provided the necessary resources are available, including but not limited to: an instructor, appropriate horse, volunteers as necessary and session available which meets an individual's needs. Financial consideration is not taken into account in determining the individual's eligibility for participation.

As a PATH International Member operating center, Reining Hope fully ascribes to the Precautions and Contraindications as recommended by the Medical Committee of PATH International, as well as the Professional Standards of the organization. Therefore, our professional staff provides initial and ongoing evaluations for all prospective and active participants.

Due to the nature of therapeutic riding and other equine related activities, there are individuals for whom Reining Hope's programs are deemed inappropriate during the evaluation/assessment process and those individuals are not accepted for enrollment or are not eligible to continue in Reining Hope's programs. This determination is made on the basis of physical, behavioral and/or other limitations.

Individuals accepted into the Reining Hope programs are required to take part in periodic progress reviews and follow Reining Hope's rules and procedures. During these reviews, or as a result of unusual occurrences during a program session, the Reining Hope professional staff may find that continuance in the program for a given individual is inappropriate. For this reason, Reining Hope reserves the right to discontinue the participation of an individual in its programs when it is deemed that discontinuance is in the best interests of Reining Hope and/or the individual concerned.

**Reining Hope reserves the right to decide we are unable to serve an applicant due to unavailable resource(s) and/or safety concerns including, but not limited to, PATH International guidelines relating to contraindications for participation.**