# Ivy Hill Therapeutic Equestrian Center

**Mailing/ Program Location**: 1811 Mill Road, Perkasie, PA 18944

# Phone: 215-822-2515

**ABR- Registration Form**

Name: Date of Birth: Complete Address: Phone number: home: cell: Email Address: If student, School or Institute currently attending:

## If under age of 18:

Parents/Guardians: Address: Phone Number: Relationship:

Relationship:

## In Case of Emergency Please Contact:

1. Name: Relationship: Contact Numbers:
2. Name: Relationship: Contact Numbers:

## Physician Name and Office:

**Phone**: **Hospital**:

## Allergies or Medical Conditions you feel we should be aware of:

Waiver and Conditions for Non-Therapeutic Riding Lessons and Equestrian Activities at Ivy Hill

### Conditions

1. This program is designed to offer riding lessons and related equestrian activities at a beginner to intermediate level to individuals not eligible to participate in Ivy Hill’s therapeutic services.
2. Individuals participating in this program must be affiliated with Ivy Hill as a volunteer in good standing, staff, or Board member, or family member of an individual affiliated with Ivy Hill.
3. As part of our mission of integration, it is at the discretion of the instructor to combine therapeutic and non-therapeutic riders in group lessons or equestrian team activities.
4. It must be understood that therapeutic services are the priority at Ivy Hill. We reserve the right to reschedule, cancel or discontinue any lessons for our non-therapeutic riders for any of the following reasons: conflicts in horse availability, ring usage, or instructor availability.

### Payment

* + Payment must be received in advance, due MONTHLY by the 10th of every month
  + Non-payment for sessions will result in loss of appointment slot.
  + Paid invoices can be generated available upon request.
  + Lessons are held every day except major holidays unless otherwise notified (No Classes on Labor Day, Thanksgiving, Christmas Eve, Christmas Day, Memorial Day)
  + Payments can be made by cash, check, venmo or credit card (Visa, Master Card, Discover, or American express)

### Attendance and Cancellation Policy

* + **Non-emergency Cancellation:** We require 24 hours’ notice when a lesson has to be cancelled. Please call 215-822- 2515, ext.2 in the event you need to cancel. We ask for advanced notice in order to contact all staff, volunteers and therapists scheduled for your lesson. Please be courteous about cancelling lessons as your instructors’ and

volunteer’s time is valuable. To receive credit against the cost of a future session, cancellations must be received at least 24 hours prior to lesson time or you will be charged for the lesson. Credits are limited to 2 cancelations per school year calendar (Sept. 1-Aug. 31) and will be credited against the cost of a future lesson.

* + **No Show, No Call:** A “no show” is not showing up for lesson or calling after lesson. In these instances, you will be charged the full amount for the lesson.
  + **Late Arrivals:** If you are running late we will hold the lesson for 15 minutes. After 15 minutes of the start time of the lesson, the staff is not obligated to hold the lesson. Whether the lesson is held or not, the lesson will be charged the full amount. If you know you will be late, please call the barn or let staff know so we can plan and use the time accordingly.
  + **Emergency Cancellations:** We recognize that emergencies do happen. Cancellation exceptions may be made in an emergency. Please discuss any emergency cancellation with the program director. An emergency would be hospitalization, death in family, or other special circumstances that have been previously discussed with the program director. An emergency does not include common cold or illness, or coming home from school early.
  + **Taking a Break** If you wish to take a break from lessons. You are not guaranteed the same slot back unless you wish to pay for the slot.
  + **Additional Information:** Excessive or repetitive cancellations will jeopardize your lesson appointment slot. Ivy Hill’s program has seen tremendous growth over the past few years and time slots are at a premium. If you have an extended sickness or surgery, your time slot will be held during your absence. For the rider’s safety, a doctor’s is required to resume lessons after any surgery or injury.
  + **Inclement Weather** Ivy Hill may close or cancel lessons due to inclement weather or uncomfortable temperatures. In these instances, Closing notifications will be made by email, phone, and/or posted on Facebook.

We will give as much notice as possible.

There are times when the barn is closed for lessons throughout the year for various horse shows or special events. During those times, students can reschedule lessons as time slots allow, but will not be charged if lessons are not re-scheduled.

Client (Parent or guardian of client) signature Date

### Photo and Media Release

I hereby

□consent

□ do not consent

to and authorize the use and reproduction by Ivy Hill Foundation, Inc. and Ivy Hill Equestrian of any and all photographs and any other audiovisual and printed materials of me (or my son/daughter/ward if participant is under 18 years of age) for the promotional and educational activities or other uses for the benefit of the programs at Ivy Hill.

**Print name** of Participant

**Signature** of Participant:

Is participant under 18 years of age?

If yes, Print name of Parent/Guardian:

Signature of Parent/Guardian if under 18: Date:

***Release and Hold Harmless Agreement***

***"You assume the risk of equine activities pursuant to Pennsylvania Law."***

The program at **IVY HILL FOUNDATION**. provides therapeutic riding and hippotherapy for disabled children and adults. Volunteers and horses are carefully selected and trained and safety equipment is required for all clients/riders since horseback is a risk exercise. No client/rider will be accepted for riding services and no volunteer accepted for service until this form has been **READ, UNDERSTOOD, COMPLETED AND SIGNED** by the parent(s) or guardian(S) of a minor, or if the student or volunteer is of legal age and sound mind, by the client/rider or volunteer.

Although participation in the program is under strict supervision and every effort is made to avoid injury or accident, the undersigned acknowledges the inherent risks involved in riding and working around horses. This includes bodily injury from horseback riding or being in close proximity to horses. Among other risks, both horse and rider can be injured in normal use or in competition and schooling.

I acknowledge the risks and potential for injury that may occur with the activities of horseback riding and working around horses, and I have discussed these risks with my child/and his/her/my physician. However, I feel that the possible benefits to myself/son/daughter/ward are greater than the risk assumed. Therefore agree to be legally bound for myself(or for my son/daughter/ward) heirs, executors or administrators and do hereby agree to release, hold harmless and indemnify **IVY HILL FOUNDATION**, its Board of Directors, Instructors, Therapists, Aids, Volunteers, its Employees, Supervisors and Associates harmless of any claim for loss, injury or damages of every kind and nature whatsoever while at the **IVY HILL FOUNDATION**, facility located at 1811 Mill Road, Perkasie PA 18944 or while off the property in conjunction with a **IVY HILL FOUNDATION** event or show.

Date Participants Name (Print) Participant or Parent/Guardian Signature Print Parent/Guardian Name (If Applicable) Relationship to Participant Address City State Zip

### Barn and Safety Rules

* Your safety and well-being is our most important concern. All forms will need to be updated on an annual basis. Cancellation will result if clients/riders forms are not returned to Ivy Hill by the due date.
* Should the physical condition of the rider change at any time, Ivy Hill should be notified immediately and a new Physician Release Form must be completed. (Please note that Physical Therapy and Occupational Therapy forms may not apply to each applicant.)
* For safety reasons all children and/or guests who come with you, MUST STAY WITH YOU AT ALL TIMES. We ask you to be responsible for your guests and children, in order that the horses are not startled during lessons. No spectators or family members allowed inside the riding ring during a session. All ring gates are to remain closed during the session.
* If you wish to go anywhere other than designated visitor areas, please check with a staff member first.
* Riders should arrive at the barn 5 minutes prior to the start of his/her session to allow the maximum use of the scheduled session time. Riders are not to be left unattended in the barn or on the property before the instructor/therapist starts the session or after the session. Ivy Hill staff cannot be responsible for supervising riders before or after the session time.
* Sandals are not permitted in the barn.
* Please do not hand-feed the horses - it can encourage biting. If you want to feed a treat, please ask permission from a staff person first, and place the treat in the horse's feed bucket.
* No running or yelling in the barn.
* No dogs allowed near or in the riding rings unless a therapy dog.
* Please allow our staff to conduct the lesson without interruption. When the session is taking place in the barn, please give the rider and staff room to work and without distraction.
* Only parents may be in the barn during grooming sessions and will have to return to observation room when grooming is done.
* No children in the barn if not working directly with an instructor.
* Our office is for staff only.
* For the safety of our riders no parents or family members may be in arena during the session unless helping with mounting or transfer and then will be asked to return to observation room until the end of the lesson.

Name Date

Signature