



Participant Program Information

Absence Policy

Consideration of Equul Access, Inc.'s volunteers, consultants and staff is appreciated. Volunteers contribute their time to make it possible for our participants to partake in activities. Please notify Equul Access, Inc. in the event the participant will be absent. A \$50 fee applies to each No Call-No Show circumstance. This fee must be paid before the participant resumes activities. Any participant absent three times without notifying Equul Access, Inc. will be excused from the program. A doctor's written permission will be necessary for a participant to resume classes after surgery or a severe injury.

Annual Registration Procedures

Registration information is emailed to all participants from the previous years who indicate an interest in participating and/or posted on social media. Registration forms can also be downloaded from the website and mailed in. Due to the number of individuals participating in the program, it is not possible for Equul Access, Inc. to call former participants about registration. All participants must complete **annual** paperwork, including the Participant Application (2-sided) or Update, Participant's Medical History & Physician's Statement, Liability Release, Confidentiality Policy, Photo Release, and Emergency Medical Authorization. These forms must be signed and dated.

Class Arrival Time

Participants should arrive at least 10 minutes before their lesson time. This time allows volunteers to greet them, and provides an opportunity for participants or caregivers to relay any information to instructors, therapists or volunteers. Please be on time, class time will not be extended for participants arriving late. Participants arriving late may also lose their opportunity to ride that day. It is up to the instructor to determine if s/he is able to get the participant mounted without too much disruption to the rest of the class.

Class Cancellation

Equul Access, Inc. is concerned with the health and safety of participants, volunteers, staff and horses. Because of this, classes may not be held during any of the following weather extremes:

- Temperatures below 0° or above 90°;
- Dangerous wind chill factors or Dangerous heat indexes;
- Severe weather Advisories; High winds (above 25mph);

In these situations, please call the Equul Access, Inc. office to see if classes are cancelled. If a weekly lesson is cancelled due to poor weather, every attempt will be made to reschedule it but this is not guaranteed.

Clothing and Footwear Requirements

Participants should wear shoes or boots that cover the whole foot and have a textured rubber sole. If riding in a western-style saddle, the participant must wear riding boots or shoes with heels and hard soles. Long pants are required for riding in a saddle, but participants should avoid wearing new denim jeans (due to seams) and pants that are too tight for exercise. A long sleeved, lightweight shirt is recommended. During cold weather, participants should dress in layers for comfort. During warm weather, participants should avoid perfumes and scented soaps as these attract insects. Sunscreen and insect repellent are highly recommended. Any participant with diminished sensation should inspect their skin carefully after each lesson and notify the instructor if a problem arises.

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Evaluation

An instructor will conduct an evaluation of each new participant prior to lessons being scheduled for that individual. The evaluation is conducted to determine eligibility for the program and, if eligible, to establish appropriate participation goals. If the evaluation indicates the participant cannot benefit from the program, or participation presents safety issues for the participant or Equul Access volunteers/staff/horses, the participant and/or caregiver will be notified. The cost of this evaluation is \$40.

Fees

Equul Access, Inc. actively seeks funding from many sources in order to provide our services for a moderate fee. The fees charged do not cover the whole cost of providing services. Equul Access, Inc. wishes to thank those who choose to pay more than their fee to help support the program. Remember, these additional funds are tax deductible!

Graduation

When a participant is able to take lessons at another facility, he or she will be considered an Equul Access, Inc. graduate. The graduate's slot may then be filled by someone on the waiting list.

Helmet Requirements

An ASTM-SEI helmet approved for equestrian use is required for all ground and mounted activities. It is the participant's responsibility to purchase a helmet. Participants without helmets will not be permitted to be involved in activities. We do offer helmet rentals - the fee is \$5/lesson.

Refund Policy

Equul Access, Inc. does not generally refund unused lesson fees. Refunds are handled on a case-by-case basis, and are usually reserved for circumstances such as a participant withdrawing from a session for medical reasons (documented by a physician). Evaluation fees and annual registration fees are non-refundable.

Rules

Participants (and anyone who accompanies them!) are expected to follow barn rules and conduct themselves appropriately. Failure to respect these rules may result in dismissal from the program.

Scholarship Fund

Limited scholarships are available. Talk with the instructor if you would like more information.

Unpaid Fees

Class fees for each session must be paid before lessons start. If payment is not received, and other arrangements are not made, the participant's slot may be filled by someone else.

Waiting List

Currently, Equul Access, Inc. does not have a waiting list. Classes are scheduled as appropriate on the days the program operates.

Weight Limit

Equul Access, Inc. will not "over mount" its equine partners, nor put any individuals at risk for injury. Based on our current team, the weight limit for riders is 200 lbs. Participants less than 200 lbs may also be unable to participate based on ability levels, physical condition, horse availability and volunteer availability/ability. Individuals more than 200 lbs, if interested, may be scheduled for non-mounted activities as available and appropriate.