



## **TMPH Riding Academy Rules, Policies and Requests**

- Students and anyone entering the barn must sign a liability release form.
- Students must wear a helmet during lessons. TMPH can provide you a helmet, but you are encouraged to purchase your own.
- Proper riding attire **MUST** be worn, no exceptions. Long pants or jeans and a smooth soled shoe with a heel.
- Riders must be assessed by a trainer for their first ride regardless of riding experience. This is done via a scheduled, private lesson.
- Students will ride in groups once they are approved by a TMPH trainer and are thought to be ready. Until this point students will ride in private one on one instructed lessons.
- No riding outside of instructed, fenced in area.
- No smoking.
- No dogs please.
- Clean up after yourself and your horse.
- Be on time for your schedule lessons and appointment.
- Hours of operation are 9 a.m to 7 p.m Tuesday to Sunday unless otherwise arranged. Monday by appointment only.
- Children not taking lessons should be supervised at all times. They may not play in the barn, hay barn, covered round pen or arenas.

## **Cancellation, Missed Lessons, Make Up Lessons and Holidays**

- All cancellations must be made within 48 hours of scheduled lesson time. If 48 hours is not given, you will be held responsible for paying for the lesson.
- Cancellations may be done via text, email or a phone call, however **CONFIRMATION** of the cancellation must be given.
- Lessons are pre-paid on a month to month basis.
- Lessons do not roll over to the next month. Lessons must be used in the month they are purchased.
- Make-up lessons are possible if the 48 hour cancellation policy is followed. The make-up must be scheduled in the same billing period as the missed lesson, preferably in the same week the missed lesson was scheduled.
- We do not accept partial payments and do not offer part time lessons.

## **Inclement Weather, Holidays and Vacations**

- In the event of rain, or inclement weather, every attempt to re-schedule your lesson as soon as possible will be made. The lesson must be made up with in the same billing period. Should this event occur the last week of the billing period, then we will schedule the lesson in the next billing period. This is the only exception.
- If the day in the billing period your scheduled lessons occurs falls on a holiday, this will be noted at the beginning of the billing period and that lesson will be scheduled at that time on a day, in that billing period, that works for both parties. For example, if your regularly scheduled lesson happens to fall on Christmas Day, we would know that at the beginning of December, and necessary arrangements should be made at that time. We will be proactive and not wait until Christmas Day to make those arrangements.

- If you have a vacation scheduled, this should be noted and the replacement lesson should be re-scheduled at the beginning of the billing period at a time and that works for both parties. Please do not wait until the day/week of the vacation and inform us that you are not available for your regularly scheduled lesson. It is our hope to have all of your student's lessons booked at the start of the billing period.

I, \_\_\_\_\_, have read and agree to all of the above and have informed my child of  
TMPH rules, policies and requests.

\_\_\_\_\_  
Signature of Guardian or Student

\_\_\_\_\_  
Printed Name of Signer/Guardian

\_\_\_\_\_  
TMPH Representative