



2022 Student Policies

Payments & Attendance:

- Due to our riding lessons being given regularly and not as one-time rides, we ask that payment be given monthly and in advance in order to reserve your special riding time.
 - Silver Buckle Ranch will not issue refunds for missed lessons.
 - Cash or check payments are to be placed in the classroom mailbox, your instructor cannot accept your payment.
- Absences (planned and unplanned) need to be reported to the Program Director. *Absences will not be credited.*
 - Kassandra, our Program Director, can be reached by emailing instructors@silverbuckleranch.org or by texting (623)-326-8441
 - Students are expected to attend their lessons on a regular basis. Missing more than 25% of your scheduled lessons may result in dismissal from the program.
- In order for you/your rider to get the most out of your lesson you are encouraged to arrive early and be ready to start right at your scheduled lesson time. Lessons will start and end promptly.
 - A tardiness of more than 10 minutes without any communication to the instructor or Program Director will be considered an unreported absence and the student will not be permitted to join that class, and no credit will be given for the missed lesson.
 - Group lesson students who make it a habit to be tardy for their lessons will be moved to private lessons to minimize the disruption to the lesson.
- Invoices are sent out the last week of every month for the following month.
 - Invoices that are not paid by the first lesson of the month will be subject to a 10% late charge.
 - Balances not paid by the second lesson of the month will receive an additional 10% late fee and the student will not be allowed to attend lessons until a payment is made.



- Accounts with continued late payments will be required to have a credit card on file.
- Attached to this email you will find your monthly lesson invoice. Invoices can be paid by the following methods
 - Credit Card (\$5 processing fee)
 - Check
 - Cash
 - Venmo (@Silver_Buckle_Ranch)
- Two weeks notice is required for any students who will not be continuing lessons for the next month. Less than two weeks notice will result in a charge for two weeks worth of lessons.
- If for any reason you wish to change your lesson date/time/instructor please inquire by emailing the Program Director. Changes are subject to availability and cannot be guaranteed.
- In order to ensure the health and safety of our horses and students, lesson horses are assigned based on the weight and ability of the rider. SBR will require an in person weigh when a new student starts and every 6 months after. If a student does not want to weigh in person at the ranch, a Dr's note is acceptable.
 - Students may request a weigh in at any time if they feel they have had any significant weight gain or loss, SBR reserves the right to do the same.
- Silver Buckle Ranch cancels lessons only in the event of extreme weather (extremely high temps, heavy snow, ice, hail, etc.) Riders will be informed of cancellations via email and phone call/text message. A credit will be issued for lessons cancelled due to weather.

Attire:

Students agree to come dressed to ride in proper riding attire consisting of:

- Long Pants: Jeans, Breeches, Leggings, or Riding Tights.
- Riding boots: Boots with minimal tread and a defined heel not more than 1½ inches high.
- Fitted/Semi Fitted Shirt: Students will not be permitted to ride in loose or billowing clothes or dangling jewelry as it can pose a safety risk should loose items get caught/snagged on a saddle or horse. Either short sleeve or long sleeved shirts are appropriate for a barn environment.



- Weather appropriate additions: Jackets that pull over or close entirely, riding gloves, and scarves are appropriate for cold weather.
- Riding Helmet: An ASTM approved riding Helmet must be worn at all times while participating in Equine activities at Silver Buckle Ranch. We have a small selection of helmets to borrow - level 3 students are **required** to have their own helmets.
- Inappropriate attire for riding: Shorts, bike helmets, boots with excessive heels, Ariat Fat Baby boots, tennis shoes, rain boots, etc.

General Safety Guidelines:

Students and family/visitors agree to the following safety guidelines:

- Silver Buckle Ranch is a No-Smoking and No-Vaping Facility. Due to the nature of our business, there is no use of drugs or alcohol.
- All riders and visitors who wish to interact with our horses must have a signed liability waiver on file.
- Individuals under the age of 18 must wear an ASTM approved riding helmet for any equine interactions or activities that are not through a fence or stall windows.
- Students under 10 will be required to have a parent, or designated individual on-site during their lesson period. Students over 11+ may be dropped off with a signed Authorization for Emergency Medical Treatment.
- Please leave pets at home.
- Weapons and potentially harmful items are prohibited.
- Please drive 10mph on Ranch property and park in designated areas only, not on the grass.
- Any children accompanying students and/or visitors must be supervised at all times and are not to go in other stalls or pastures or interfere with SBR programs.
- No yelling or profanity. All Student and Ranch Visitors are expected to act appropriately and treat others with respect no matter what the situation. This includes human-to-horse interaction too.
- Front gate is to remain closed at ALL times, please shut it behind you when you enter or leave the ranch.



- Please do not pet or feed treats to any horses on property without express permission from your instructor. Many horses are not managed by SBR or are on special diets.
- Designated viewing areas for lessons are the tables, benches, and grandstands around either arena. Family and visitors are allowed into the barn at the instructor's discretion and they follow all safety guidelines. Allowing the students and instructors to have a quiet barn without distractions of observers allows our instructors to teach groundwork and safety with minimal distractions to the students and horses.
 - When students are leading horses in between the barn and arenas we ask for a minimum of 50ft between horses and any visitors.
 - We also ask that while in the arena discussions between the rider and family are kept to a minimum. This allows students to work on their independence and focus on the relationship with their horse. Family that is deemed as being a distraction to the lesson may be asked by the instructor to leave the arena.
- We ask that all students, families, and visitors remember that there are other activities going on at the ranch at all times and that they allow space for normal operations of staff and boarders to take place without interruptions.

I acknowledge that I have reviewed and understand the policies and guidelines within this document provided by Silver Buckle Ranch. I understand that it is my responsibility to comply and implement all of the above policies.

Student Name: _____

Signature: _____ Date: _____

Guardian Signature: _____ Date: _____