



## **RECREATIONAL HORSEMANSHIP INFORMATION PACKET**

### **Hello and welcome to Healing Reins!**

Thank you for your interest in the Healing Reins Therapeutic Riding Center (HRTRC). We are excited to guide you through the process of becoming a participant in our program! Our mission, "*to heal with horses*", means improving the wellness of Central Oregonians through nationally accredited, affordable horse-centered therapies and programs. We have been providing equine assisted activities and therapies to children, teens and adults in the Central Oregon area since 1999.

### **Facility Location**

Healing Reins is located on Faith Run Farms, a 20 acre farm in Southeast Bend. From 27<sup>th</sup> Street, travel 1.5 miles east from 27<sup>th</sup> street on Rickard Road, turn right (south) on Billadeau Road, travel .5 miles to see our sign and driveway on the right. Our address is 60575 Billadeau Road, Bend, OR 97702.

### **Accreditation**

The Professional Association of Therapeutic Horsemanship (PATH) International is the national non-profit association that promotes and supports equine-facilitated activities for individuals with disabilities. PATH International sets the safety guidelines and teaching standards for the industry. Healing Reins is a 501(c)(3) non-profit organization and a Premier Accredited member of PATH International, which is the highest possible accreditation standard. All Healing Reins' instructors are professionally certified by PATH International.

### **Non-Discrimination Policy**

Healing Reins accepts students regardless of race, color, nationality, gender, sexual orientation, ethnic origin or economic status.

### **What is Recreational Horsemanship?**

Our Recreational Horsemanship program is an opportunity to reach out to our community of children and adults without special needs and provide a fun, educational and challenging horsemanship lesson. Recreational Horsemanship is also a way to support our core therapeutic programs such as Therapeutic Horsemanship, Equine Assisted Mental Health and Physical/Occupational Therapy using equine movement.

Our Recreational Horsemanship lessons teach horse-handling and riding skills in weekly, 1-hour group lessons (up to 4 participants in a class). Our instructors are all certified therapeutic riding instructors with a wealth of experience in a wide range of instruction.

## **Fees**

Tuition is \$45 per lesson, paid monthly, and due prior to the first lesson each month. Invoices are sent by email and can be paid online or with a check.

## **Attire**

All participants must wear approved ASTM-SEI safety helmets while working with or near the horses. This includes both ground and mounted work. Helmets are provided, but if participants wish to purchase their own helmet, said helmet must meet the ASTM-SEI standards and be properly fitted. Helmets with a manufacture date older than 5 years are not allowed.

Layers work great as the barn is generally cooler than the outside temperature. Dress for the weather. Gloves with individual fingers are helpful on cold days.

No sandals, slip-ons or Crocs. Shoes with clunky-soled shoes or shoes with fat tongues like Skaters do not move easily into and out of the stirrup and are therefore unsafe for riding.

Long pants are required. Boots with a heel are preferred but not required.

## **Participant illness**

Participants are not permitted to take part in classes if they have:

- Nausea, vomiting and/or diarrhea within the past 24 hours.
- Severe persistent coughing or a severe cold.
- An oral temperature of 100 degrees or higher. Temperature should be stable for 24 hours before attending class.
- A contagious or exposed skin rash.
- Red, watery, burning eyes with either white or yellow drainage.
- A communicable disease such as head lice, strep throat, chickenpox, etc.

## **Late Arrival**

Please arrive to your lesson on time. Participants arriving more than 15 minutes late will not be able to participate in their scheduled lesson.

## **Cancellations**

Reimbursements and credits will not be given when a participant misses a lesson within the pre-paid month.

## **Unplanned closing or lesson modification policy**

Healing Reins will cancel lessons when the Bend-LaPine school district cancels school due to severe weather. (school district two hour delays typically will not affect the lesson schedule).

Healing Reins may cancel or provide un-mounted options when factors causing potentially unsafe conditions for mounted lessons exist, ie: high wind, hail, colder than 20 degrees, hotter than 100 degrees or poor air quality.

All unplanned closures will be communicated by phone and/or email. Participants will be reimbursed or credited for any classes cancelled by Healing Reins.

### **HOLIDAY CLOSINGS**

In addition to the dates listed on the event calendar on our website, there will be no lessons on:

- Typically, the first week in January
- Martin Luther King Day
- Spring Break (Bend-LaPine school calendar)
- Memorial Day Weekend and possibly the week after
- July 4 and possibly days surrounding the holiday
- Labor Day Weekend (Sat-Mon)
- Veterans Day
- Thanksgiving Week (Mon-Sat)
- December Holiday Break (typically 1 week at the end of the year).

### **Participant Records**

Participants must complete and submit all initial forms prior to beginning a program. In addition, participants are required to update their registration information annually. This paperwork is required to maintain our PATH International accreditation. Students are not permitted to participate without up-to-date forms.

### **Conflict Resolution**

Problems or complaints are best handled immediately, confidentially and directly between the parties involved and their Instructor. Parents and participants who feel that their concerns are not being adequately addressed may call or email Polly Cohen, Program Director, who will follow up appropriately.

### **Facility/Farm environment**

Safety for participants and visitors are of the utmost concern. Healing Reins horses are trained to work with many distractions, however they are still animals with a strong flight instinct. Working around horses is a risk activity. Staff and volunteers review and practice safety and emergency procedures on a regular basis.

Parking –Participants may use the parking spaces in front of the barn or along the fence on the left side of the property. Please leave marked accessibility parking to those who need it.

Entrance - All participants should enter the barn through the left side entrance marked “Barn entrance”. PLEASE DO NOT come into the barn through the large barn doors. That area is reserved for active participants, volunteers, and staff. THIS IS FOR THE SAFETY OF EVERYONE INVOLVED.

Waiting Areas - There are several designated waiting areas for parents, siblings, and guests. These include; the large concrete space with tables and umbrellas between the modular buildings and the barn, the indoor viewing room, inside the arena up to the gates, outdoor play area (ask a staff member to point it out if you aren't sure), around the small animal enclosure, and at the bleachers by the outdoor area. For everyone's safety please stay in these designated areas.

**We greatly appreciate your help and support in this, as the safety and wellbeing of our clients, participants, and all of our animals relies upon all of us doing our part.**

### **FARM AND SAFETY RULES**

Here at the farm there are some very important safety rules that must be followed at all times:

- No smoking or vaping anywhere on the property.
- No weapons, alcohol or illegal substances allowed on the property.
- Off-limit areas are posted and must be avoided.
- No running, pushing, yelling, climbing the rails, stairs or ramp.
- Do not go into fields, paddocks, barns, or stalls unless you are supervised by a staff member, volunteer, or your therapist.
- Close all gates behind you.
- Driveway speed limit is posted at 5 mph. This speed limit is strictly enforced.
- No pets allowed on the premises. Please leave dogs at home.
- Visitors must be respectful of the students and clients who take part in Healing Reins services, remembering that sessions are private and confidential. PLEASE DON'T APPROACH areas where services are clearly taking place.
- Visitors must avoid areas where programs are taking place. There is an indoor viewing area and a space on the indoor arena railing for observing participants. There is an outdoor viewing area to observe participants in the outdoor arena and sensory trail. Visitors may visit the small animal enclosure or the playground near the parking areas.

- All visiting minors must be supervised at all times.
- Chasing, teasing, taunting, harassing, or purposely annoying, scaring, or irritating the animals at the farm is strictly prohibited.
- Treat animals with respect. Use kind, even if direct, words with the animals. Anyone not being kind will be asked to leave the immediate area where the animals are located.
- Do not give the animals any food or treats without permission from staff (despite what the animals may tell you!).
- Picture taking is not allowed without permission from the Healing Reins staff.
- Participants must wear appropriate clothing and footwear to be allowed near the horses. Helmet policies are stated above.
- Caution: Fencing on the property has electrified strands of wire.
- Listen to the Healing Reins staff, volunteers, and therapists at all times, and follow these safety rules.

And, the most important rules: BE SAFE AND HAVE FUN!!!

## **Communications**

In the waiting area near the participant gate is the Participant Resource Center with information of interest to participants and parents. Current phone and email information is appreciated in order to communicate to participants. If no email is available, participants are highly encouraged to review the bulletin boards.

## **How can you help?**

HRTRC is a 501c3 non-profit organization. Fundraising and parent/guardian involvement is critical to the success of the programs and a necessary part of providing the service at the price that it is offered. A number of events and campaigns are planned each year and your participation is greatly needed. Ongoing volunteering is a rewarding and helpful way to contribute too. The following are some ways you can get involved:

Lesson Volunteers: Healing Reins cannot operate without the dedication of our trained volunteers. Lesson volunteers prep the horses for lessons and assist in classes. Volunteers must be at least 14 years old and meet the requirements of the job description to work in the lesson program. All volunteer applicants over the age of 18 are subject to a criminal background

check before they begin their service at Healing Reins. Healing Reins reserves the right to reject applicants who have been convicted of crimes involving violence, alcohol, theft, and any other crime we feel poses a possible risk to our students, staff, other volunteers and/or horses.

Facility Volunteers - Volunteers are a vital part of keeping the facility and grounds maintained. We can always use help sweeping, cleaning the lounge/bathroom, picking up manure, cleaning tack.

For more information on volunteer opportunities, please contact Linda Rhine, Volunteer Manager, at 541-382-9410 x2 or [lindar@healingreins.org](mailto:lindar@healingreins.org).

### **Other services offered at Healing Reins**

Healing Reins is a therapeutic horsemanship center that offers a number of complementary services including equine-assisted learning, equine assisted mental health and physical, occupational and speech therapy using equine movement as the treatment tool (hippotherapy). To learn more about Healing Reins or to enroll in these other services, check out the website at [www.healingreins.org](http://www.healingreins.org) or contact Penny Campbell at (541) 382-9410.

### **Fundraising**

Our biggest fundraiser of the year, Diamonds & Dust, is responsible for generating approximately 25% of our annual operating budget. We need committee members for procurement of items, assisting with event night decor, facility prep and more. Healing Reins creates many other fundraising opportunities each year which cannot be successful without volunteer help.

### **Spread the word!**

Help at outreach events around Central Oregon, buy and sell Healing Reins t-shirts and sweatshirts, share the benefits of therapeutic riding with your businesses, friends and family.

### **Contact us**

Physical Address: 60575 Billadeau Road, Bend OR 97702

Mailing Address: P.O. Box 5593, Bend OR 97708

Tel: 541-382-9410      Fax: 541-610-1580

Website: [www.healingreins.org](http://www.healingreins.org)

### **Staff:**

Executive Director: Polly Cohen; [pollyc@healingreins.org](mailto:pollyc@healingreins.org)

Development Director: Ali Burke [alib@healingreins.org](mailto:alib@healingreins.org)

Services Manager: Anvia Hampton [anviah@healingreins.org](mailto:anviah@healingreins.org)

Operations Coordinator: Penny Campbell [pennyc@healingreins.org](mailto:pennyc@healingreins.org)

Volunteer Manager: Linda Rhine; [lindar@healingreins.org](mailto:lindar@healingreins.org)

Instructors:

Brittney Snyder; [brittneys@healingreins.org](mailto:brittneys@healingreins.org)

Else Vioria; [elsev@healingreins.org](mailto:elsev@healingreins.org)

Jess Lydon; [jessl@healingreins.org](mailto:jessl@healingreins.org)

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