



## STABLE RULES AND POLICIES

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*These rules and policies are established by the management for the safety of our horses and guests shall be strictly followed. Revisions to the stable rules and policies will be posted on the stable message board and a new list of stable rules and policies will be made available to all of our clients and guests. Constructive suggestions are welcomed and encouraged.*

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If you need help with anything, please feel free to ask the stable staff.

All horse handling, training and health care policies are established by the management and are to be strictly followed. Suggestions are welcome.

The message board is a source of information applicable to all stable visitors. Be sure to check these messages whenever you visit the barn.

### STABLE HOURS OF OPERATIONS

Regular business hours are from 7:00 am – 10:00 pm daily. After hours visits must be limited to emergencies or extenuating circumstances and management must be notified in advance whenever possible.

### LIABILITY WAIVERS

**All students, boarders, trainees and guests** must sign a Windfall Equestrian Center Equine Activity Waiver and Hold Harmless Agreement, located near the stable message board, before making contact with or being in close proximity to any horse on the premises. No one is permitted to ride or handle a horse on the property without having a signed release on file. Children under the age of 18 must have a parent or legal guardian sign the release. There are no exceptions to this rule.

### CODE OF CONDUCT

Please keep profanity to a minimum and treat fellow boarders and guests with respect, courtesy and politeness. It is important that everyone feel welcome at Windfall Equestrian Center. Everyone is entitled to their own ways and methods of riding and training horses, and it should be left to the rider's instructor to correct mistakes. However, if you have a safety concern or believe that a horse or rider is in danger, you may politely voice your concern to the rider or the instructor. If you still feel that there is immediate danger, contact a stable staff member immediately. It should be furthermore understood that if someone voices a concern for you or your horse's welfare, you are expected to politely respond to their concerns.

WATCH YOUR CHILDREN. The stable is not a playground.

You are expected to treat the stable with respect, by keeping tack trunks, equipment, and your belongings neat and clean. Clean up after yourself after you are done riding, rake up the barn aisle if you've made a mess, sweep cross tie areas when finished, and put your equipment away. Clean up your horse's manure in the arena immediately after riding, and manure in the aisle or cross tie areas should be cleaned up immediately. The wash stall shall be clean and the drain unclogged after every use so that it is ready to use by the next person.

Windfall Equestrian Center boards horses that we do not own. Therefore, we also store equipment that we do not own. We take care to make sure that all boarder equipment is appropriately labeled and stored to avoid mix-ups. It is everyone's responsibility to make sure that all tack is put away in the correct place. All saddles, bridles and other equipment have designated places. No equipment or supplies shall be borrowed without permission (i.e. "stolen") from fellow boarders or from the facility. Stealing or using other boarders' tack or stable equipment will not be tolerated, especially halters, lead ropes and fly spray. We strongly recommend labeling all of your supplies and equipment with your name or your horse's name to eliminate confusion.

Clippers and First Aid supplies are to be used by authorized stable personnel only.

If you have a concern for a horse's safety or health, notify a staff member immediately. Everyone is responsible to report a potential hazard to the stable staff. If you suspect that a horse on the property looks "off", ill, lame, or distressed in either a stall or paddock, let a staff member know as soon as possible. If you cannot contact a staff member immediately, please call the horse's owner if you think it may be an emergency. If you notice a maintenance or horse care issue, from a burnt out light bulb to a broken fence rail or empty water bucket, it is important that you let the stable staff know immediately.

Our staff learns the habits of each horse and thus may become alarmed if the horse changes their behavior. To avoid concerning the stable staff, please do not give your horse water, feed, or muck your horse's stall without letting a staff member know.

Be honest. If you or your horse has accidentally broken something, please let the stable staff know.

Windfall Equestrian Center is a drug, tobacco and alcohol-free environment. Use of drugs or alcohol on Windfall Equestrian Center property will result in immediate and permanent expulsion from the premises. Smoking is absolutely not allowed anywhere on the premises.

Drive carefully. There is a speed limit of 5 MPH on Windfall Equestrian Center property. We have many children, dogs and horses so please be alert and courteous.

## STABLE AREA

TURN OFF THE LIGHTS when you leave the arena or wash stall, and if there is no one left in the barn, please turn off all the lights, except for the night light in the main aisle.

No running or yelling in the barn.

No riding in the stable area.

All guests must wear closed-toe shoes when in the stable area or when near horses.

Do not allow children to climb, sit or play on tractors or other farm equipment or machinery, hay, ladders, fences, or gates.

If you open it, close it. If you unlock it, lock it. If you use it, put it back.

If you use stable equipment, such as manure forks and wheel barrows, be sure they are safely stored where they belong after use and treat them with respect.

Any sick or injured horses will have a blue chart on their stall sign. These charts will have information about the horse's condition and information on any medications or treatments the horse is undergoing. If you have any question as to whether or not the horse should be removed from its stall, please ask a staff member. It is important that no one administer treatment to a horse unless authorized by stable management, *even if it is YOUR horse*, as accidental double-treatments can be harmful to the horse.

Horses' stalls may also be flagged with a sign such as "No Turnout" or "Do Not Disturb". It is very important that any horses with a "Do Not Disturb" are not touched, bothered, and certainly not removed from their stalls.

## **PADDOCKS AND PASTURES**

Riders, boarders, trainees and guests are not permitted to enter a stall, paddock, or pasture without a staff member present, unless they have completed a short safety demonstration and skills assessment with a staff member.

Paddock and pasture gates are never to be left open or unlatched, even if the paddock or pasture is empty.

No climbing on fences or gates.

If you open it, close it. If you unlock it, lock it.

Halters and lead ropes are to be stored on the horse's assigned hook outside of its paddock or pasture. Make sure you have the correct halter, and do not use someone else's equipment. Do not leave halters on any of the horses.

A message board showing the horses' paddock assignments is located on the message board.

## **THE VIEWING LOUNGE, OFFICE AND PATIO**

**TURN OFF THE LIGHTS** when leaving the viewing lounge or office. All students, trainees, and guests are welcome to make themselves at home in the viewing lounge and patio.

You are welcome to keep snacks in the fridge and use the microwave and coffee pot. The refrigerator will be cleaned out regularly, and food left unlabeled with a name and date will be thrown out. If you make a mess in the refrigerator or microwave, you are expected to clean it up.

Do not use the computers in the stable office or enter the area behind the desk for any reason.

Please keep your voices down if you are having conversations near where people are receiving instruction. The student is trying to hear the instructor and other conversations are distracting. Lessons may be politely interrupted if you have an emergency or quick question, and the riding instructor will address the problem at a time that is convenient and safe for the student. Do not shout over the instructor or distract the other riders.

## **TACK ROOM**

Do not stand on the tack trunks. Tack trunks are the horse owner's personal property and are not to be mistreated. If you cannot reach something, you may use the step-ladder.

Put all equipment away clean, properly and neatly, in its assigned location. If you do not know where to put something, ask a member of the stable staff.

Boarders are responsible for keeping their tack and equipment clean and stored in an organized way.

Tack rooms are locked outside of business hours.

Please put Windfall Equestrian Center's dirty saddle pads in the laundry to be cleaned after each use. Boarders are responsible for keeping their own pads and wraps clean.

Horse blankets such as sheets, winter blankets, coolers etc. can be cleaned by stable management for \$30 per item, or boarders can wash their own blankets. Appropriate seasonal blankets can be hung on the horse's stall door. Out-of-season blankets can be taken home or stored in the loft. If stored, the blanket must be clean and 100% dry before storing. The storage container must be labeled with the owner's name, horse's name, and the color, weight, type and size of the blanket.

## **EMPLOYEES ONLY AREAS**

You must be accompanied by a member of stable management may enter the first aid room, feed room, or the 2<sup>nd</sup> floor. If you have items that belong to you in the 2<sup>nd</sup> story storage area, an employee will be happy to retrieve it for you.

Absolutely NO PERSON under the age of 18 is permitted in the haylofts.

## **THE ARENAS**

TURN OFF THE LIGHTS when leaving the arena if there is no one left in there. Even if someone else is going to use it after you, turn them off anyway. The next rider can always turn the lights back on.

Riders are expected to wear safe and appropriate attire when riding, including long pants, boots with a heel, and an ASTM/SEI certified helmet at all times while mounted. Schooling helmets are available for lesson students only who

do not have their own helmet. Helmets must be ASTM/SEI certified for equestrian use. Bicycle helmets or helmets designed for any other purpose are not permitted. No wearing of shorts while riding, and no riding barefoot or in sandals.

Please call out “Door!” before entering the arena, to give notice to the other riders that the door is going to open. They will respond for you to “Come in” when the coast is clear.

## ARENA ETIQUETTE

Pass oncoming horses left shoulder to left shoulder, unless someone shouts “rail” or “inside” to indicate that they are heading somewhere else.

Pass a slower horse on the inside.

Sometimes the arena is crowded and we all have to share the space while having fun and being safe. Accommodate the most inexperienced horse and/or rider in the arena. If someone is doing something that you feel is creating an unsafe situation for you or your horse, or if the activity makes you at all uncomfortable, please speak up and ask the other riders to tone it down or give you more space. The other riders should work within your comfort level without complaint. Riders in lessons have the right-of-way, but this rule applies to them as well: accommodate the most inexperienced horse and/or rider in the arena.

A maximum of two horses can be longed at the same time in the indoor arena. A maximum of three horses can be longed at the same time in the outdoor arena.

No stallions are to be in the arena during lessons or when beginner riders are riding or handling horses in the arena. Stallions are to be handled by the staff or by the owner only. There are no exceptions to this rule.

Clean up your manure after you are done riding, putting it in the muck buckets located in the corners.

Pick up any jumps, barrels, or other equipment when you are finished. Jumps may be left set up in the indoor or outdoor arena, but take care that you leave at least 20 feet between the jumps and the arena rail, and leave enough room for others to enjoy the arena space.

Close and secure all gates when exiting the arenas. Do not leave gates open or unsecured while riding.

## PROHIBITED RIDING AREAS

Do not ride or otherwise bring horses onto the lawn or onto neighbors’ properties. If you go for a trail ride, be sure you know where you can and cannot ride.

## STALLIONS

No stallions are to be in the arena during lessons or when beginner riders are riding or handling horses in the arena. Stallions are to be handled by the staff or by the owner only. There are no exceptions to this rule.

## DOGS

Guest's dogs are permitted on the property, but must be under your direct control at all times. Guest's dogs are not allowed in either of the arenas unless the arena is unoccupied by horses. You are expected to pick up after your dog when your dog is in or around the stable or arenas. The stable reserves the right to refuse dogs onto the property at the stable's discretion. Dogs on the premises must have proof of a current license and rabies certificate.

## HANDLING HORSES

Safety first. It is very important that you immediately remove yourself from any situation that makes you feel unsafe. If you are leading, riding, or near a horse that is becoming agitated, aggressive, or frightened and you are concerned for your immediate safety, you are to release the horse and remove yourself from harm's way. If you need to set a horse loose, immediately notify your instructor or stable staff member.

If you are leading a horse next to any equipment in use, be sure to give the horse and yourself plenty of room. If you have any doubt, pick another route.

No horses are ever to be tied in such a way that they have more than 24 inches of rope between their halter and the object they are tied to. Always use a quick-release knot to tie horses.

If you are going to put a horse in a stall after a riding or grooming, it is your responsibility to make sure that the horse has hay and water. Hay can be found in the hay cart near the feed room. Please put the hose and hay cart back after use.

## VETERINARIAN AND FARRIER CARE

If a horse loses a shoe, put the shoe on the horse's stall and leave a note for the stable manager on the stable message board.

If a horse requires a non-emergency veterinary visit with our stable veterinarian, please put a veterinarian visit request on the stable message board and we will get it on the schedule. If you use your own veterinarian, just make a note on the message board with the date and time of the appointment, and what the reason is for the visit.

Invoices from Veterinary and Farrier visits will be placed on your horse's stall. You are responsible for paying for your veterinary and farrier bills.

## STANDARD OF CARE

Horses are to be properly groomed before riding and you are expected to keep your horse looking reasonably groomed if it is not in training.

Horses should be cooled out properly, with a cool bath in summer or walking out with a cooler in winter. Never leave a hot horse standing tied.

Do not leave horses in the cross ties unattended or out of sight.

## **SPECIAL EVENTS**

The stable is proud to host educational opportunities with some of the world's best clinicians. Clinic dates will be posted on the stable's upcoming events wall a minimum of 30 days in advance if either of the arenas will be closed for the event. Clinician suggestions are welcomed and encouraged.

## **LOST ITEMS**

We will keep a lost and found area for lost equipment. Equipment that has not been claimed within 30 days will become the property of Windfall Equestrian Center. Windfall Equestrian Center is not responsible for the loss or damage to any equipment left at the farm.

## **TRAILER PARKING**

Trailer parking is available for an additional monthly fee. Short-term trailer parking (less than 7 days) is available for no charge.