



Meadowlarke Stables Inc.

Monthly Student Policies

PLEASE READ CAREFULLY

BARN AREAS ARE RESTRICTED TO LESSON PARTICIPANTS AND STAFF ONLY.

For safety reasons Meadowlarke Stables Inc. reserves the right to suspend participants, if they or their associates do not follow staff instructions. No refunds will be given in this case.

Properly fitted Safety Riding Helmets and Riding Boots are mandatory to participate in a program.

Meadowlarke Stables offers rental of the following size ranges for helmets & boots:

Helmets - 6 5/8 - 7 3/8 (metric 20 1/2 - 23 1/8) Boots - Children's 12 - Men's 11 (metric 30-44)

If you do not fit or are uncertain if you fit this size range, please advise the office upon registration.

Meadowlarke Stables reserves the right to not offer lessons to those persons who they feel will be detrimental to the horse's well being due, to their height, balance and/or weight

All personal tack that is planned for use on Meadowlarke Stables horses must first be approved by Meadowlarke Stables to determine it's comfort & suitability to our horses and the rider.

Any un-approved tack may not be used.

Lesson schedules are subject to change at any time

We do experience the most changes in the months of January, May & October due to the start of new programs.

Notification of schedule changes due to holidays, horse shows, 5th Weeks etc. are posted in the Lounge, on our Website & Facebook page, it is your responsibility to be aware of these changes.

Ask about our Electronic Reminder System to receive reminders via e-mail for upcoming closures and cancellations.

Students are required to arrive 30 minutes prior to their scheduled lesson time and stay 30 minutes after. This time is allocated for grooming and tacking/untacking of their horse. Students who do not arrive 30 minutes prior may not be permitted to ride in the lesson.

Students who do not properly groom and/or tack their horse will be sent back into the barn to properly do so before being able to participate in their lesson.

Class Cancellations & Make-Ups

- ** Your lesson time is reserved for you. 24 hours notice is required to cancel a class.
- ** Classes cancelled with a minimum of 24 hours notice are owed a make-up lesson.
- ** Make-up lessons are for lessons cancelled with the required 24 hours notice or that the stable has cancelled due to Holidays, Horse Shows, Inclement Weather or any other unforeseen circumstance. They are scheduled by the student in a class of a similar level, at another time and possibly day to their regular lesson, in a month in which the student is registered for lessons.
- ** Make-ups are valid for 1 year from the cancellation date, and must be done during a month that the student is registered in lessons (this would mean the student would take 2 lessons in one week - their regular lesson plus the make-up lesson(s))
- ** You may cancel/re-schedule a class a maximum of 3 times, after the 3rd cancellation of a specific class no make-up will be provided
- ** Make-ups are subject to availability.
- ** It is the responsibility of the student to keep track of the cancelled classes they have owing to book make-ups. Should you require Meadowlarke Stables Inc. to find cancellations that you have not recorded a \$25 fee will apply.
- ** Make-ups may be cancelled by Meadowlarke Stables Inc. if the time spot is purchased by another student for their regular lesson

Classes cancelled with less than 24 hours notice are forfeited with no exceptions

Re-Registration

- ** Re-registration is your responsibility, however we do offer Automatic Re-Registration. Please ask the office for an Automatic Re- Registration form.
- ** Your space in the class for the next month is reserved for you until the 15th of the last month in which you are enrolled; after the 15th spaces become available on a first come first served basis.

Withdrawing from Lessons

- ** If a student cancels out of lessons 8 days prior to the beginning of the month, classes will be refunded, less a \$30.00 administration fee, we can not offer refunds with less than 8 days notice regardless of the circumstance.