



BOARDER RULES AND REGULATIONS

INTRODUCTION

The Stable requires the following from new boarders:

1. A \$100.00-dollar deposit for horses not yet on the property.
2. Proof of vaccinations.
3. All agreements signed.
4. Waivers signed.
5. Proof of insurance if you have insurance.
6. Complete boarder contact form.

HOURS OF OPERATION AND SITE INFORMATION

- The office hours for emails, phone calls and messaging (text or otherwise) are 8:00am – 8:00pm.
- The barns and the general facility are open Monday to Sunday 8:00am – 8:00pm.
- The location address is: 434041 16th Street West, Aldersyde, T0L 0A0.
- Telephone # is: (403) 813-4218 (Victoria Forbes) or (403) 863-9652 (Nancy Bielecki).
- The email address is: info@sugartide.ca The website is www.sugartide.ca.

THE STABLE OFFERS:

- English lesson program.
- Educational clinics, lectures & workshops.
- Summer camps.
- Horse Shows and events.
- Horse Boarding.
- Off property riding trails.
- Various events.

COMMUNICATIONS

Your monthly invoice goes out by the 30th of each month via email or mail and payment is due by the 5th of each month.

You are welcome to talk with the stable owners Victoria Forbes and Nancy Bielecki regarding any invoicing issues.

Feed and/or health concerns contact Victoria Forbes directly through email or in person during office hours.

For information about lessons, clinics, and other programs, contact the info@sugartide.ca email.

RIDING/RIDERS

The Stable is a centre for learning and follows Alberta Equine Federation guidelines for arena etiquette and safety. A copy of those guidelines is attached, please familiarize yourself and treat fellow riders with respect and kindness.

SAFETY

- In an emergency or with a critical question you can reach the Stable at (403) 813-4218 (Victoria Forbes) or (403) 863-9652 (Nancy Bielecki) after hours. Hazards are an inherent part of any work environment, and it is important to understand all hazards.
- All staff, users and volunteers must be aware of potential hazards at the facility and must use due caution in their daily work to prevent or minimize loss to persons, horses, equipment, and property.

HORSE SAFETY

- Horses are not to be tied and left unattended.
- Do not free a horse in the arena unless there are no other horses in the arena and the door is closed.
- Dogs other than the stable owners must be kept on a leash at all times.
- Anyone found to be mistreating or abusing a horse will be asked to leave immediately and will be banned from the property.

BARN SAFETY

- Each horse's halter and lead rope must be kept on either their paddock gate or stall door unless you are using it on the horse.
- Shovels, brooms, and muck rakes must be put away and kept out of the hallways, shovels with blades facing the wall.
- Do not leave tack, halters or lead ropes lying in the alleyways, stalls, or tack stalls.

- No smoking is allowed in the barns at any time.
- When entering the arena, knock first, call out that you are entering and carefully open the door once you have been told it is safe to enter.

GENERAL SAFETY

- Report all hazardous conditions or any unsafe work areas immediately.
- Only employees are permitted in the hayshed and in the office.
- Do not tamper with or try to fix electrical equipment unless authorized to do so.
- Operate machinery only if you have been authorized to do so.

FIRE & EMERGENCY

- No Smoking allowed, only in the public parking lot and all cigarette butts must be appropriately disposed of.
- No flammable materials may be stored in the stable vicinity.
- Fire extinguishers have been installed throughout the facility. Please make yourself aware of their locations.
- Emergency numbers and directions are posted by the office and in the viewing areas as well as by the exits.
- Emergency eyewash and first aid kits are located in the office and bathroom.

IN THE EVENT OF A FIRE

- If you notice signs of a fire, sound the alarm, and get assistance immediately.
- STAY CALM.
- DO NOT enter an area if it is engulfed in flames.
- Call 911.
- Warn people in the immediate area and direct them to the parking lot outside the barn yard and call local veterinarians.
- Check your clothing and wet it down if you are wearing flammable fabric.
- Look for and assist anyone in danger if it is safe to do so.
- If your clothing catches fire, don't run. STOP, DROP and ROLL.

EVACUATING THE HORSES IN THE EVENT OF FIRE

- Do not evacuate horses if you are under 18 years of age.
- Do not enter a barn if it is engulfed in flames.
- If safe, approach the horses speaking in a low reassuring tone, the horse will take its cue from you.
- Use a halter and lead rope.
- Evacuate the horses starting with the most accessible horses using both doors.

- Wet the horses down if you can.
- Close the stall door behind you so no horse run back into the barn or fire.
- Put them in the closest safe area and get their blankets off.
- Never let the horses loose in an area where they can run back into the barn.
- When you have done all, you can, you can close the barn door behind you.

INJURIES

- All accidents however minor, which occur on the Stable grounds must please be reported to the stable owners as soon as possible.
- Injuries requiring first aid treatment must be recorded on accident report forms which can be found in the office.
- If, in your judgment, a minor has sustained serious injury do not let the injured person leave the property without calling the staff or family member in assisting them in going home or getting emergency care. Do not use your own vehicle for transport as you cannot care for the victim.
- If you have first aid training, please start initiating the procedures as required and then call 911.
- If you do not have first aid training call 911 for assistance, and if it is safe to do so, remove any immediate danger from around the injured person or remove the injured person as a last resort.
- In case of a fatality, certification of death by a doctor or the Police must precede notification.
- Take down any names and numbers of witnesses.

RULES AND REGULATIONS AGREEMENT FOR BOARDER/LESSEES

I, _____ do hereby acknowledge that I have received, read and understand THE STABLE policies and will abide by the STABLE RULES AND REGULATIONS, including all safety procedures and policies.

I fully understand that it is my responsibility to ensure that these guidelines as well as all appropriate government regulations are followed during all operations conducted on behalf of the Stable.

It is understood that the safety guidelines are the minimum requirements and are to be exceeded where the hazard warrants it.

SIGNED
this _____ day of _____

Owner Name

Owner Signature

ARENA ETIQUETTE AND SAFETY

Unless you are lucky enough to own your very own indoor arena (and are the only person who ever rides in it), you spend a portion of your riding time sharing a ring with other riders. Riding a horse does not require the same kinds of regulations as, say, driving a car, but there are still important guidelines that all riders should follow, to ensure that everyone in the ring enjoys a safe, positive riding experience.

General Etiquette — Basic Manners when Sharing an Arena

- Follow the rules. Perhaps your barn requests that riders do not school over fences when there are others using the ring, or that no one rides bareback in the arena. If there are posted rules, make sure you follow them at all times.
- Keep everyone informed. No one likes to be surprised — horse or human. Tell other riders what you plan to do, so that they have a chance to prepare themselves and their horses. (For example: “Opening the gate,” “passing on your left.”)
- Share the rail. Riders working at a slower pace, warming up, cooling off, or doing lateral work should stay well off the rail and use the inside areas of the ring. Allow those riders working in faster gaits to have the rail.
- Don’t stop on the track. If you need to stop your horse, pull into the center of the ring. Do the same when mounting or dismounting.
- Riding or longeing. If other people are riding in the arena, don’t assume it’s ok to longe your horse — ask the other riders or wait until the arena is empty. Similarly, if someone is longeing in the arena, ask if you may ride or hold off riding until they are finished.
- Lessons take precedence. It can be difficult to learn with distractions. Try not to ride complicated figures when there are lessons going on in the arena. If you are riding with a lesson going on, feel free to mirror the lessons directions, check with the instructor, and then stay out of the way as much as possible. Instructors have control of the arena.
- Keep your voice down. We all verbally cue our horses from time to time. However, try to keep these cues quiet when other people are riding nearby. You could accidentally cue their horse.
- Leave no trace. Clean up after yourself and your horse when you leave the arena. Don’t leave manure, poles, or other items cluttering up the arena for the next person.

Safety Tips — The Rules of the Ring

- No Smoking. Never smoke in or around an arena — or anywhere around the barn.

- Keep it closed. Make sure that all gates stay closed when people are riding. You never know when horses could get spooked and bolt out the door, leading to possible injuries.
- Pass left to left. Passing left shoulder to left shoulder is the generally accepted rule. When riders are working on the rail in the same direction, never pass a rider on the outside. Just like when driving a car, when riding in opposite directions, always keep to the right of someone — though riding in the same direction is preferable.
- Don't crowd. Don't ride too close to the horse in front of you. You should keep at least a full horse length in between horses, and at least a couple of feet between horses on the inside and outside tracks. A good rule of thumb: make sure you can always see the back hooves of the horse in front of you. When there are riders working in both directions, leave enough room when passing that horses aren't able to bite or kick each other.
- Buddy up. It is always a good idea to ride with a buddy in and out of the arena, so that someone is there in case something happens.
- Respect others. While this is always important, you should always be conscientious when someone in the ring is working with a young horse, or is a beginner rider, or if they are having problems with their horse.
- Be prepared. Familiarize yourself with where the first aid kit, fire extinguisher, and telephone are so that you are able to access them quickly in case of an emergency.
- Dress appropriately. Always wear a helmet with a properly fitting chin strap, and boots with a heel when riding.
- Announce your entry and exit. Tell everyone else in the ring when you are entering or exiting the arena; horses can spook at the sudden noise if they and their riders are unprepared.
- Right of way. Yes, there are established "right of way" guidelines, but don't be so strict about them that you put you and your horse or another horse and rider in danger. Understand that other riders may not be aware of the rules – ride defensively.
- No dogs in the arena when horses are inside. Dogs and horses often seem to go hand in hand but keep them out of the ring when people are schooling. It is too easy for either animal to get out of hand and cause problems.
- Winter weather. Ice and snow can be noisy. If you are riding in snowy conditions, be aware of any melting or cracking noises that could spook your horse.
- Halt and dismount at trouble. As soon as another rider falls off, or there is a loose horse in the arena, halt, or dismount.

- Don't ride in the dark. If the lights go off or are not working in the arena, and it is past dusk, do not ride.
- Spectators stay out. For the safety of both the riders and spectators, people on foot should watch from outside the ring or the viewing area.
- No jumping of any kind without a trainer present or a trainer's express permission (under 18s).

Rules and Responsibilities When Riding Outdoors

Horses are large, fast, immensely powerful animals that possess strong herd and fright/flight instincts. Understanding risks of horse activities and learning what can be done to manage them is a responsibility for everyone who has a horse in their lives.

- When you ride – you do so at your own risk.
- Ride with a buddy at all times if possible.
- Minors must be accompanied by an adult.
- If you or your horse or dog makes a mess, please clean it up.
- Anyone who does not observe the posted rules will be subject to disciplinary action.
- Bareback riding is permitted.
- Doubling is permitted with trainer supervision.
- Anyone riding must be appropriately tacked up, no tackless training with other horses.
- Riders pass left shoulder to left shoulder.
- Leave a minimum of one-horse length between the horse in front.
- Do not block the flow of traffic.
- Halt and wait for the rider to regain control if the rider is in trouble.
- No riding in paddocks or pens.
- No riding after dark.
- No jumping of any kind without a trainer present or a trainer's express permission (under 18s).