



THE HORSE PRAYER PARTICIPANT HANDBOOK

WELCOME TO THP!

We are very excited that you have chosen to be a participant at THP. Below you will find information on getting started with us. We recommend signing up for consecutive weeks to establish program success early. If you are not able to attend consecutively (family, vacation, appointments, etc.) please let us know.

WHY DO WE RECOMMEND CONSECUTIVE WEEKS?

Our unique one-on-one program has shown to decrease obsessive interests and repetitive behaviors while increasing communication, social skills, confidence, mobility, following directions and sensory experiences. Through other similar programs, it has been found that consecutive sessions show the most achievable outcomes. Some students spend years in a therapeutic equine program and in turn experience more success outside of the program from having an active and repetitive participant.

WHAT WILL MY FIRST SESSION INCLUDE?

Every student will begin by going through our EAL: HORSEMANSHIP 101 courses. These courses start with a 6-week set of sessions that are great beginning or refresher courses. Students will get to meet and greet our horses while receiving hands-on experience. Within this series, students will learn about a horse's nutritional needs, health care, tack, grooming, safety, and boundaries. Each student will be supported by our professional staff members during his/her experience with the horse. He/she will learn how to safely catch, meet, groom and establish a mutual partnership with the horse. This special time will include education through social observation, interaction, self-esteem building, and creative play.

First 6 Week Set: \$390 <i>Prerequisite for Adaptive Riding</i>	Each additional session \$65 Courses advance to meet student needs
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WHAT TO EXPECT:

Your session will be provided one-on-one with your designated team. Each Horsemanship 101 session is 45-60 minutes long and includes activities similar to those listed in the program description above. Please arrive no more than 15 minutes before your session begins. Please park along the driveway in designated areas only (not at the barn/arena). Note: A handicap loading and unloading zone is provided at the arena. Closed-toe boots or sturdy shoes are required. Please review the "Attire" section of the participant handbook for more information.

WHO WILL MY TEAM BE?

Each participant will be assigned an instructor and one of our special equine (horse) staff for each session. An additional volunteer may be involved as well. All of our staff serve on a volunteer basis which may result in students having a different instructor, volunteer, or horse from time to time. We know that change can be troublesome and we will do our best to try to limit this as we can. The Horse Prayer's horses have been selected by trained equine specialists for their gentle nature, great patience, and compatibility to the EAL programs.

The Horse Prayer Safety Rules and Code of Conduct

Keeping participants, volunteers, visitors, professionals, instructors, board members, and our horses safe is our number one priority at all times. Observing rules around the premises is mandatory. Failing to do so could result in serious injury. Refer to these basic rules at all times.

ATTIRE:

- Closed-toe sturdy boots or shoes required.
- Participants are required to wear helmets when working with horses or riding.
- All riders must wear helmets. (*See concussion policy*)
- Long hair must be tied back.
- Bring rain attire or warm clothing for inclement weather, jackets should be zipped, and scarves tucked in.
- Do not tie jackets or other clothing around the waist.
- Gloves are fine. If you are leading a horse make sure the gloves give a firm grip. (Check with instructor to confirm proper glove fit before leading or riding horse).
- No hanging jewelry (hoop earrings, necklaces, etc.)
- No scented perfumes, lotions or colognes.
- Hats are OK. Hoods may not be worn.
- Shorts, if worn, must reach fingertips of extended arm.
- No tank tops or shirts that show cleavage, midriff or buttock will be allowed. Shirts must cover top of pants.
- Sunglasses, unscented bug repellent, and sunscreen are allowed as needed.

GENERAL:

- No cell phone use while you are around horses, barn or arena. Please keep on silent.
- Personal belongings including cell phones must be stowed in the assigned locker for safety during program sessions. Locks are not provided, please bring your own if you want one.
- No children permitted in the upstairs of the barn unless under direct supervision of THP staff.
- Parking permitted in designated areas only. (*See arrival*)
- No dogs allowed on THP property, with the exception of service dogs. (*See dog policy*)
- No smoking on premises including e-cigarettes.
- No possession, use, or sale of illegal drugs.
- No possession or use of alcohol.
- No obscene, discriminatory language, nor name calling.
- No causing harm to property or equipment.
- No harassment including sexual harassment, gender harassment and harassment due to pregnancy, and harassment based on race, religion, creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation or any other status protected under the federal or state law or local ordinance or regulation.
- No hitting, pushing or any type of inappropriate touching.
- No solicitation for any reason is allowed.

ARRIVAL

The only entrance to THP leased property is the one clearly marked "The Horse Prayer". No trespassing onto the private Patrick Farms residence or pasture for any reason other than declared in emergency procedures. Parking is located on the south side of the gravel road, closest to the river. Signs indicate these parking areas. Parking is not permitted at the barn/arena due to children and horse crossing. A handicap loading/unloading zone is located at the

arena. Once passenger is dropped off, the vehicle must be parked in designated areas until loading is required. Vehicles pulling horse trailers may use the area between the barn and arena to turn around if accompanied by a "spotter" to ensure the safety of all persons, horses, and property. See THP staff for any questions about parking.

HORSE AND PARTICIPANT SAFETY:

- Regardless of your experience with horses, it is imperative to adhere to The Horse Prayer's standards for handling our horses to ensure consistency and safety, though they may differ greatly from the way you handle your horses.
- When in doubt - ASK!
- Keep noise and tension levels to a minimum. No running, yelling or sudden movements around the horses, barn or arena.
- Keep the aisle-way clean and tack area clear of unnecessary items. Store purses, backpacks or other items in lockers.
- When approaching a horse announce your presence firmly, and move slowly and deliberately.
- Let the horse know what you are going to do. Show them the object you are going to use: halter, brush, blanket, saddle, etc.
- Always use a halter and lead rope when leading a horse, even if only for a few feet. Never lead a horse by the halter alone.
- Never attach the lead rope or ties directly to the bridle or bit.
- Remove the halter and lead rope once the horse is secured in a designated fenced area.
- Always use quick release knots when tying up horses.
- Do not leave a horse unattended when tied. Gather tack before the horse is brought to the tack area.
- Keep grooming kits out of the way to avoid horses or humans from tripping.
- Only one person (participant, volunteer) in the tack up area at a time. Instructors may be present for supervision.
- Be alert at all times when working around horses. Watch their body language (pinned ears, swishing tail, raised head, wide eyes) and take it seriously.
- Never discipline a horse at any time. Horses may react out of fear or pain. If a horse is misbehaving report to an instructor or other leader immediately.
- Never hit or slap a horse with your hand or equipment.
- Do not snuggle or get close to the horse's face. Please pet them on their lower neck or shoulder only.
- When there is a horse in the mounting ramp, use extreme caution. Speak softly and stop all movements. Don't distract volunteers or instructors.
- Do not enter the arena if there is a mount taking place.
- Do not enter the arena if horses are near the gate. Check with the instructor first.
- Shut the gate gently and do not hang or lean on gates.
- When leading a horse in or out of a gate or narrow space, make the horse wait and you go first. Open gates away from you, if possible. Take your time, go wide and be cautious of horses body and tack hitting anything. GO WIDE. Turn the horse around and carefully shut the gate.
- When crossing paths with another horse and handler please pass handler to handler. When you are mounted and cross paths with another mounted rider please pass left shoulder to left shoulder.

DOG POLICY

- To comply with our Professional Liability Insurance policy, dogs are prohibited from being on the property, in our buildings or left in vehicles by anyone including staff, volunteers, or members of our community.
- Service dogs accompanied by their owner have public access rights that are protected under the Americans with Disabilities Act and therefore are not subject to this rule. We request that while the owner is

participating in the program, service dogs remain under the control of the accompanying support person in the welcome area.

EMERGENCY PROCEDURES:

For fire, earthquake or other emergency, all staff, volunteers and participants are to evacuate building by following these procedures:

- Please do not panic. Exit the building by way of the nearest exit.
- Meet at the east side of the picnic area.
- Participants are to stay close to their instructor/volunteer. Staff/volunteers will not try to find the student's mentor or family member until they are safely at the meeting point. Family should head to the meeting area immediately and wait for their child there.
- Our safety personnel will ensure that everyone is out of the building and will provide further instructions. Do not re-enter the barn, buildings or the arena until staff announces the "all clear". Do not leave the property until each person is accounted for.
- For medical emergencies follow these procedures:
- Inform staff immediately if you or someone else is injured. First aid kits are located in two places (1) tool storage room in the barn (2) in the viewing area of the arena. All instructors are trained in first aid and CPR.

CONCUSSION POLICY

Concussions are one of the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. In case of a possible concussion, The Horse Prayer will:

- Host regular training to educate and inform participants, parents, visitors, volunteers, professionals, instructors and board members of THP on the dangers of a concussion and appropriate action and management for any head injury.
- Require a concussion or head injury information sheet to be included in the participant and volunteer applications. An acknowledgment of receipt will be signed and returned prior to participation.
- Ensure that if a head injury occurs, the participant will discontinue the activity and be required to see a licensed healthcare provider for evaluation.
- Send a detailed description of the injury and surrounding events with the parent/guardian or emergency responders; details to include symptoms of consciousness, headache, nausea, vomiting, balance problems, confusion or any other symptoms noted.
- Complete an incident report immediately by a THP representative after the incident and send it to the manager of Risk Management at THP.
- Ensure that the participant obtains permission from a parent/guardian and a licensed healthcare provider before resuming activities.
- Provide an updated list of emergency contacts, nearest hospital, or trauma center.
- Maintain current medical information sheets for each participant, volunteer, instructor, professional, and other THP representatives.

CONFIDENTIALITY POLICY

All staff, participant, and volunteer information is kept confidential. We do not give out names, addresses, email addresses, or phone numbers without permission of the person it pertains to.

For questions, comments, or concerns, please contact The Horse Prayer at:
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