

# RED GUM RIDING

## VISITOR AND STUDENT INDUCTION

Name of Students/Visitors: \_\_\_\_\_

Date of Induction: \_\_\_\_\_

Level of riders' skill: Beginner / Intermediate / Experienced

Years of riding experience: \_\_\_\_\_

Topic 1: Horse instincts and their response to fear	Topic understood
Remember, a horse's instinct and their response to fear is to rear, kick, bite or to run away. We need to make sure when working with horses we do whatever we can not to frighten them.	
Topic 2: How to behave around horses	
No walking up to a horse within kicking zone. Always approach from the side or front.	
If walking behind a horse, walk close with a hand on its rump or walk roughly 5 metres away from the horses rump.	
A rope which is attached to a horse should not be wrapped around a person's hand. (Topic 1). If the horse spooks you must be able to release the rope	
The reins of a bridle on a horse should not be wrapped around a person's arm, neck or body. (Topic 1). As per the above topic	
No ducking under the neck of a tied up horse.	
No squatting down or sitting in front of or near a horse. The horse may step on you in the event of it spooking(Topic 5)	
No rough handling of horses. (Topic 5)	
No load noises or erratic behaviour including running up to horses (Topic 1)	
No smoking is permitted on property or around horses.	
If horse spooks – use escape route(Topic 4), leave horse and back away out of harm – do not try and control horse	
Topic 3: How to use peripheral vision when handling horses	
Be aware of surrounding activities such as human movements; cars; mowers (Topic 1). Expect the horse to behave differently to the presence of surrounding activities.	
Be aware of naturally occurring incidents such as landing birds , kangaroos, snakes or other animal activities including falling branches. (Topic 1). Expect the horse to behave differently to the presence of unusual naturally occurring incidents.	
Topic 4: Determining an escape route	
When working with horses, always identify and be aware of where your escape route is if the horse is startled and you need to move away out of harms way.	
Topic 5: How to recognise a horses individual characteristics	
Horse sometimes stamp their feet because they are restless, or chasing flies away. They are not angry when doing this.	
Be aware if the horse looks restlessness or excited. Do not mount a horse that is restless or excited until it calms down.	
Be aware of ear movement – both back, both forward, half forward and back is usual, indicating the horse is listening to surrounding activities and instruction. Both ears back, pinned hard against the head may indicate the horse is behaving aggressively.	
Showing white of eyes indicates aggression and extra caution should be shown in this case.	
Head down and muzzling indicates acceptance of the rider. Head up and pulling away indicates frustration or aggression.	
Turning towards handler and instructor indicates acceptance of situation. Pulling or turning away may indicate lack of cooperation.	

Initials:.....

Attentive staring with ears forward indicates that the horse is uncertain about something and may be investigating what it is. Be aware that this action may be followed by an unpredictable action from the horse if what the horse is investigating is interpreted by the horse as a threat.	
Horses paw the ground when they are restless or bored – they are not behaving aggressively.	
<b>Topic 6: What riders should wear – as a rider, you agree to wear:</b>	
Boots and closed shoes at all times around horses	
Long pants	
AS 3838 certified, correctly fitting, helmet	
<b>Topic 7: Listening and obeying instructions</b>	
Instructions are provided firstly for your safety and secondly for your education. We expect you to obey all instructions from your instructor.	
You agree that you will listen and obey all instructions.	
If you are uncertain about what to do you agree to ask your instructor.	
<b>Topic 8: First aid and emergency response</b>	
In the event of a fall – do not immediately try to get up. Take 5 and check that no injury has resulted.	
If unresponsive – an ambulance will be summoned	
<b>Topic 9: Rules and Guidelines</b>	
You have read and agree to abide to the rules and regulations as stated below	

### **RULES AND GUIDELINES APPLICABLE TO THE PROPERTY**

1. No animals/pets are allowed on the property
2. Parents or riders may not enter paddocks, day yards or stables
3. Speed limits are to be obeyed at all times as signed
4. All riding participants are to wear appropriate PPE as directed by the instructor. This will typically include wearing sleeved shirts and long pants with closed shoes. No singlets are to be worn. Riding helmets compliant with AS:3838 are compulsory and are to be worn by riders at all time.
5. Gates are to be kept closed at all times
6. No feeding of horses will be permitted
7. Parking will only be allowed in designated parking spaces
8. No loud music or boisterous behaviour will be permitted, including children running around property. Parents are to control visiting children under their supervision.
9. Minors will remain under the supervision of parents at all time
10. Entry to the property will be by appointment only
11. Visitors and students are to obey all instructions provided
12. Visitors and students are to attend compulsory property induction on first visit
13. Visitors are to remain outside a 5meter exclusion zone when student and instructor is working with horses at all times
14. No unauthorised entry into the riding arena will be permitted
15. Mounting of horses is only to take place inside the riding arena under the supervision of the instructor
16. No smoking on property or around horses
17. Waste and litter is to be deposited into waste bins provided or taken with visitors when leaving. No litter or waste is allowed to be left on the property.
18. Obey all signage on property

**Initials:.....**

## **Informed Acknowledgement of Risk form for Red Gum Riding**

As a condition to my accepting to participate I hereby acknowledge that I participate at my own risk and that I am aware that activities involving horses can be hazardous and that Red Gum Riding and its servants accepts no responsibility or liability for any injury or loss that I might sustain as a direct or indirect consequence of participating in any activity whether such injury is a consequence of any act or omission by Red Gum Riding or its servants, agents, representatives or volunteers, except in regard to any rights I may have arising under the Trade Practices Act 1974.

I declare that I am in sound condition and undertake participation with the knowledge of the physical demands required.

I consent to receiving any medical treatment, including ambulance transportation that Red Gum Riding or its agents thinks desirable during or after participating. I acknowledge that the safety precautions undertaken by Red Gum Riding are a service to me and other participants but are not a guarantee of safety. I understand that horses are unpredictable by nature, that when frightened their instincts are to jump forward or sideways, to run away from danger, to kick, to rear up or to bite.

### **RIDERS DUTIES:**

1. I agree that I will not ride if I am under the influence of alcohol and/or drugs.
2. I agree to the Rules and Regulations of Red Gum Riding and undertake to obey these rules.
3. While the instructor may also inspect the riding equipment from time to time, I agree that I will be ultimately responsible for checking my equipment, including the saddle, and if there are any problems, or the saddle becomes loose, I will tell my instructor immediately.
4. I agree to follow my instructor's instructions at all times.
5. I agree that as a condition of riding I must wear an approved helmet and suitable footwear as advised by the instructor.
6. I agree that I will be responsible for any injuries to horses, damages to the premises, property owned by others, injuries to any riders or pedestrians, which I may cause by negligent, reckless or irresponsible conduct.

All minors must have a parent or guardian sign this acknowledgement and indemnity for them. If additional space is needed please make copies of this form.

By signing my name below, either in person or by one of my representatives, i hereby agree to comply with all of the terms and conditions, induction requirements and rules and guidelines stated before and above.

### **Privacy Statement – Privacy Act 1998**

By completing this form you are supplying Red Gum Riding with personal information about yourself. This information is needed to ensure your safety during your time with us. Red Gum Riding is required to collect this information by our insurance company and by the Department of Workplace Health and Safety. The information you provide will not be supplied to any other organisation or used for any other purposes than that which is stated above.

**I HAVE CAREFULLY READ THIS ACKNOWLEDGEMENT AND INDEMNITY. I UNDERSTAND IT, AND VOLUNTARILY AGREE TO ALL OF ITS TERMS. I UNDERSTAND THAT THESE TERMS APPLY TO ME EVERY TIME I PARTICIPATE AT RED GUM RIDING.**

**Initials:.....**

\_\_\_\_\_  
Print Name/s of Rider/s

\_\_\_\_\_  
Signature of rider

\_\_\_\_\_  
Print Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Postcode: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Age: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Known allergies/medical conditions (if none state "none")

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Emergency Contact Phone (Name & Number): \_\_\_\_\_

Please state any previous riding experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **CANCELLATION POLICY**

We provide all our students with the flexibility to book and manage their own bookings. While this is convenient for our students, it is imperative that **once a student makes a booking, they are expected to honour that booking. A simple 'no show' on the day will result in forfeiting your payment. In the event that you haven't paid for the lesson, you will be expected to pay for the missed lesson, in addition to the new booking. This payment can be made either by direct deposit or PayPal.** Simply not showing up for the lesson is not an option.

We do understand that sometimes life happens and emergencies do arise. We will never be unreasonable. If you wish to cancel or move your lesson up to 24 hours prior to arriving, please do so online or contact us. No penalty will result and if pre-paid, a full refund can be arranged. 24 hours' notice allows us to fill that time slot with students from our waiting list. However, cancellations within 24 hours of the lesson will require payment for that lesson as it does not allow us enough time to fill that spot. This is considered fair to our waiting students and the sustainability of our business.

We trust that you will understand this position.

**Initials:**.....

**Photo Consent Form**

**Photo Release**

**Please sign separately**

To promote our facility, equine assisted activity education, and share the meaningful work done at Red Gum Riding, we sometimes share photos and stories of our lessons and events with local schools, groups, social media and website.

We hope you will give your consent to be included in Red Gum Ridings positive publicity.

I do \_\_\_ I do not \_\_\_ consent to and authorize Red Gum Riding to use and reproduction of any and all photographs and any other audio/visual materials taken of me and/or my child in my guardianship, for promotional material, educational activities, and exhibitions or for any other use for the benefit of Red Gum Riding.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of parent/guardian if person above is a minor: \_\_\_\_\_