

# WindReach Farm

A centre for inclusion and personal achievement for people of all abilities.

[www.windreachfarm.org](http://www.windreachfarm.org)

November 19, 2019

Dear Client,

Welcome to WindReach Farm's 2020 Therapeutic Riding Lesson programming! Last year was an exciting year for the riding programs at WindReach Farm. Our riding program continues to grow and we had our first foal born at the Farm whom we named Sandy. The construction of our insulated and heated indoor riding arena in 2016 helps us to provide our clients with programming year-round. Thank you for all the support and feedback that you have given us as we continue to strive to improve our programs and services to better meet the needs of our riders.

In a continued effort to improve communications and facilitate our registration processes we are sending you this information/registration package. It provides you with all the forms and information that you should require for the coming year. Please make note of the following points:

- Please be sure to take note of the registration deadlines. It is your responsibility to get your forms and payments in to us on time. We encourage you to pre-register if you have intentions to ride in multiple sessions. This allows us to forecast our numbers more accurately and determine if/when we can accommodate new riders into the program. Group lessons are \$50.00/lesson and Private lessons are \$60.00/lesson.
- You are not obligated to submit the entire sessions' payment with the registration form. There is an option to submit a \$50 deposit with your registration form. The balance of the fees will be due by your first lesson of the session. This way we can confirm your riding day and you'll know exactly how much is owing. If full payment is not received by the first lesson we will withhold riding until payment is completed. All riders are charged a \$5.00 CanTRA fee once a year for insurance purposes. The most effective way to pay is by E-transfer to [accounting@windreachfarm.org](mailto:accounting@windreachfarm.org)
- This package includes all forms needed in order to register for riding lessons and the 2020 Lesson Program Calendar. It lists all the lesson dates, program breaks, special events, and volunteer trainings. If there are changes to the calendar as the year progresses, we will post the new calendar on our website AND email you a new copy.
- Need more registration forms? Need an updated calendar? No problem! All of the documents in this package will also be posted on our website.

Please note that all new riders have additional forms to complete and some returning riders are due to complete Physician Referral Update forms. All of the required forms can be found on the website. If you are unclear about what documentation is required please feel free to contact us in the office and we'll be happy to clarify for you.

Sincerely,

*Kendra*

Kendra Abbey, BSc., CanTRA CTRII  
Stable Coordinator

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## 2020 WindReach Farm Therapeutic Riding Program Registration Form

Riders' Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Age: \_\_\_\_\_ Current Height: \_\_\_\_\_ Current Weight: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Work #: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Work #: \_\_\_\_\_

Health Card #: \_\_\_\_\_ Allergies: \_\_\_\_\_

Health/Behavioural Changes: \_\_\_\_\_

Recent Surgical Procedures: \_\_\_\_\_

Please indicate preferred riding day/times and method of payment on the separate registration form. The day/time you pick is not confirmed until you receive an email or phone call from administration. Please do not pay until ride day/time is confirmed. Payment for each session must be paid in full before the start of the session.

Session start and end dates are listed below:

Winter Session: Monday, January 6<sup>th</sup> – Saturday, February 29<sup>th</sup>

Registration deadline is December 15<sup>th</sup>, 2019

Spring Session: Monday, March 23<sup>rd</sup> – Saturday, June 20<sup>th</sup>

Registration deadline is March 3<sup>rd</sup>, 2020

Summer Session: Tuesday, July 6<sup>th</sup> – Saturday, August 22<sup>nd</sup>

Registration Deadline is June 16<sup>th</sup>, 2020

Fall Session: Tuesday, September 10<sup>th</sup> – Thursday, December 3<sup>th</sup>

Registration Deadline is August 19<sup>th</sup>, 2020

**Please refer to the 2020 Riding Lesson Program Calendar in this package for program breaks, facility rentals and special events.**

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## Liability Release 2020

(Rider) \_\_\_\_\_ would like to participate in Horseback Riding Lessons. I acknowledge the risks, and potential for risk, involved in this sport. However, I feel that the possible benefits to myself/my son/my daughter/my ward are greater than the risk assumed. I hereby, intending to be legally bound, for myself, my heirs as assigns, executors or administrators, waive and release forever, all claims for damages against WindReach Farm, its Board of Directors, Instructors, Therapists, Aids, Volunteers and/or Employees for any and all injuries and/or losses I/my son/my daughter/my ward may sustain while participating in Horseback Riding Lessons.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Rider, Parent or Guardian)

Witness: \_\_\_\_\_

## Photo Release

Please check off **ONE** of the boxes below:

- I hereby consent to and authorize       I do not consent to and authorize

the use and reproduction by WindReach Farm of any and all photographs and/or any other audiovisual materials taken of me/my son/my daughter/my ward, for promotional printed material, educational activities, exhibitions, or for any other use for the benefit of the programs run by WindReach Farm.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Rider, Parent or Guardian)

## Authorization to Contact

- Please check here if you **do not** wish to receive WindReach Farm's regular communications.  
If you do not check this box you will be put on our mailing list.  
WindReach Farm does not sell its' mailing lists and you may unsubscribe at any time.

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## Physician Referral Update Form 2020

To be completed and signed by the rider's physician.

Rider: \_\_\_\_\_ Health card#: \_\_\_\_\_

Have there been any changes in the past year in the following:

CHANGES OBSERVED IN THE PAST YEAR	YES	NO
GENERAL HEALTH		
MEDICATIONS		
NEUROLOGICAL STATUS		
PHYSICAL STATUS		
SURGICAL PROCEDURES		
RADIOGRAPHY OR SYMPTOMS OF ATLANTO-AXIAL INSTABILITY		

If YES to any of the above, please elaborate: \_\_\_\_\_

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

Allergies:  Yes  No If yes, do you carry an EpiPen? \_\_\_\_\_

Does the rider experience seizures?  Yes  No

If yes, are they controlled by medication?  Yes  No

Date of last Tetanus Immunization: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ **The maximum weight of any rider must not exceed 180 lbs OR 81 kg.**

Is there any reason why this person should be precluded from a therapeutic riding program?

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

Physician's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Physician's name (please print clearly): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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## Rider General Information Form 2020

Name of Rider: \_\_\_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_ Sex: M F

**Some general information is vital for our Instructors and volunteers (only as needed) to be informed of in order to provide a safe, productive and enjoyable lesson environment. Please answer the following questions to the best of your ability.**

Describe any physical, intellectual, emotional, cognitive or social goals the participant is looking to obtain through Therapeutic Riding:

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Briefly describe the participants likes and/or other activities he or she enjoys:

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Are there particular situations which the Rider might find upsetting? i.e. loud noises, proximity to animals, etc.

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If the Rider becomes angry or upset what is the most effective way to calm them?

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Is the Rider verbal?  YES  NO If no, how do they communicate?  Sign language  Cards/Boards/I-pad Other? \_\_\_\_\_

Can the Rider understand simple verbal directions and follow them? \_\_\_\_\_

Is there ANY other information that you feel we should know? \_\_\_\_\_

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**I hereby give permission for the individual listed above to participate in therapeutic/recreational riding lessons at The Stables at WindReach Farm.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Name (print): \_\_\_\_\_

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## Participant Agreement – 2020

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

**Please initial beside each item to verify that you have read and agree to abide by each statement.**

\_\_\_\_\_ I will review WindReach Farm's Rider Policy Manual prior to my first lesson and agree to abide by the information therein. This can be found on our website.

\_\_\_\_\_ I understand that if I bring sibling(s) or other children, I am responsible for them and will not leave them unattended. I will ensure that their presence and activities do not distract or upset the participants or horses in the lessons.

\_\_\_\_\_ I will not allow any individuals, including myself, to approach horses or equipment without WR staff or representatives present.

\_\_\_\_\_ I understand that it is my responsibility to ensure timely arrival for class and that riders arriving after the start time of their class, for whatever reason, cannot be guaranteed to be mounted, due to the facility's daily schedule. No make-up lessons or refunds will be provided.

\_\_\_\_\_ I understand that all riders are required to wear long pants and fully enclosed footwear, and that I may not be able to ride if I am not dressed appropriately for class.

\_\_\_\_\_ I understand that the Rider Registration and Liability Release forms must be completed and signed by the rider (or parent/guardian), the photo release is optional. These releases are in effect until explicitly revoked.

\_\_\_\_\_ I understand that the Physician Update form must be fully completed and signed by the rider's physician on regular basis (as indicated by the physician on the form).

\_\_\_\_\_ I understand that the WindReach Farm riding programs are volunteer based and that each rider is asked to be accompanied to the lesson by an individual who is prepared to assist in the lesson should the need arise (please refer to the Safety section of the Rider Policy Manual).

\_\_\_\_\_ I will review and abide by the general stables regulations as listed in the Rider Policy Manual and the EAP Policies and Procedures Manuals which are posted at the stables.

\_\_\_\_\_ I understand that I, and any others who accompany me, are to remain within the stables boundaries and are not to wander over to the farm unless I have called and booked a visit in advance with the Visitor Coordinator.

I have read and agree to comply with all requirements outlined by the above Participant Agreement. This agreement shall remain in effect unless expressly revoked by me, at which time I am ineligible to continue with the WindReach Farm riding programs.

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

\_\_\_\_\_  
Date

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## Release Form for Riders Prone to Seizures (This form is to be completed for any rider who is prone to or has had seizures)

Rider: \_\_\_\_\_

Guardian: \_\_\_\_\_

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

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

The undersigned hereby gives consent for the rider to participate in the therapeutic horseback riding program offered by WindReach Farm. It is understood that there is an increased risk of injury because the rider is prone to seizures (or has experienced seizure in the past). The undersigned hereby releases and discharges WindReach Farm, its staff, instructors, agents, volunteers, and board members from any and all claims, demands or actions inclusive of costs that may arise out of the clients participation in the program, including any claims or actions for the injuries sustained by the client while participating in the program, regardless of how such injuries may be caused.

Rider/Guardian signature: \_\_\_\_\_

Witness: \_\_\_\_\_

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

# The Stables at WindReach Farm

## 2020 Riding Lesson Program Calendar

### WindReach Therapeutic Horseback Riding Lessons

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1								
5	6	7	8	9	10	11	2	3	4	5	6	7	8	1	2	3	4	5	6	7
12	13	14	15	16	17	18	9	10	11	12	13	14	15	8	9	10	11	12	13	14
19	20	21	22	23	24	25	16	17	18	19	20	21	22	15	16	17	18	19	20	21
26	27	28	29	30	31	23	24	25	26	27	28	29	22	23	24	25	26	27	28	
													29	30	31					
April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2							
5	6	7	8	9	10	11	3	4	5	6	7	8	9	1	2	3	4	5	6	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	7	8	9	10	11	12	13
19	20	21	22	23	24	25	17	18	19	20	21	22	23	14	15	16	17	18	19	20
26	27	28	29	30	24	25	26	27	28	29	30	21	22	23	24	25	26	27		
							31						28	29	30					
July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1								
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	29	30				
							30	31												
October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3														
4	5	6	7	8	9	10	1	2	3	4	5	6	7	6	7	8	9	10	11	12
11	12	13	14	15	16	17	8	9	10	11	12	13	14	13	14	15	16	17	18	19
18	19	20	21	22	23	24	15	16	17	18	19	20	21	20	21	22	23	24	25	26
25	26	27	28	29	30	31	22	23	24	25	26	27	28	27	28	29	30	31		
							29	30												

#### Statutory Holidays/ Lesson Cancellation

**Special Event/ Lesson Cancellation**

**Lesson Program Break/Cancellation**

**January 1 - New Years Day**

**February 17 - Family Day - No Lessons**

**March 16 - 20 - March Break**

**April 2 - 5 - Wounded Warriors Canada Facility Rental**

**April 10 - Good Friday**

**May 18 - Victoria Day - No Lessons**

**June 25- 28 - Wounded Warriors Canada Facility Rental**

**July 1 - Canada Day**

**August 3 - Civic Holiday - No Lessons**

**September 3 - 6 - Wounded Warriors Canada**

**September 7 - Labour Day - No Lessons**

**September 17- 19 - A Night at WindReach Event**

**September 27 - DTRA Mini Royal**

**October 12 - Thanksgiving Monday - No Lessons**

**October 22 - 25 Wounded Warriors Canada Rental**

**December 4 - 5 Holly Jolly Jubilee Event**

**December 10 - 13 - Wounded Warriors Canada Rental**

**Session Dates:**

**Session Fees: See Registration Forms**

**Winter Session January 6 - February 29**

**Spring Session March 23 - June 20**

**Summer Session July 6 - August 22**

**Fall Session September 10 - December 3**