

Ride on St Louis

Parent Handbook



Welcome to *Ride On St Louis* (ROSL)! We are pleased that you have decided to join our equine assisted activities and therapies (EAAT).

Our **mission** at ROSL is to achieve emotional, mental, physical, and spiritual benefits for the developmentally and physically disabled, at-risk youth, and assisted-living adults through the use of EAAT.

Our **value** is to serve all for the greater glory, honor, and love of God.

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Programs Available

Spring and Fall programs are held with sessions eight, ten, or twelve weeks long. Summer and Winter schedules are generally 4 weeks long, but may vary on the weather and individual instructor schedules. All class and therapy appointments are scheduled for one hour; however, the actual time spent on the horses back depends on the individual's personal need determined by our instructors or therapist.

Hippotherapy

The American Hippotherapy Association defines hippotherapy as a physical, occupational, or speech therapy treatment strategy that utilizes equine movement. Hippotherapy provides the student with one-on-one treatment from the therapist. As the client sits on the moving horse, automatic balance reactions occur in response to the horse's movements along with constant sensory input. The combination of movements serves to facilitate postural and motor control reactions in clients with severe or multiple disabilities. The therapist works with each client to evaluate and modify the client's response to achieve functional goals.

Sports Riding

This is a private or group lesson with a maximum of 4 riders instructed by a certified therapeutic riding instructor. Sports riding teaches the student to ride and control the horse to the best of his/her ability. The lesson components may have grooming, tacking, ground handling, and warm-up exercises, as well as instruction in the walk, trot, sitting trot, posting trot, group games, and (if independent) the canter or jumps.

Sports Riders **MUST** wear appropriate riding attire that includes closed toe shoes with a heel, preferably a riding boot, and long pants that do not bind.

Therapeutic Riding

These lessons can be private or semi-private. Students are encouraged to perform activities directed toward functional goals; stretches, muscle strengthening, problem solving, communication, social integration, and coordination. These activities can include a wide variety of games and the utilization of objects and toys, and can also be built around basic horsemanship. Therapeutic riding instructors design lesson plans on the rider's individual needs with information offered by parents, social workers, or teachers.

ROSL uses safety stirrup irons, peacock or Devonshire boots, for all clients. It is suggested that all riders follow these guidelines.

Precautions and Contraindications

Our primary concern is to provide a safe, productive experience for all clients. Included in this is the wish to "do no harm". Recognizing that horse-related activities do hold inherent risks, we need to assess client participation with a "Risk/Benefit" analysis. The essential question for all clients is, "Will the benefit of the therapeutic riding activity outweigh the risk?" This question must be answered with consensus by the entire therapeutic riding team and is re-evaluated prior to each session --- client, parent/guardian, riding instructor, therapist(s), educator, and physician.

The following conditions are contraindicative to participation in therapeutic riding and include, but are not limited to:

Spinal Instability	Osteogenesis Imperfecta
Osteoporosis	Indwelling catheters
Coxa Arthrosis	Hemophilia
Atlantoaxial Instability	

Each ROSL therapy horse or pony has a weight limit per rider which is taken into consideration for every client. Therefore, we may not be able to accommodate some individuals, or may not continue to serve some clients due to weight.

Privacy/Confidentiality Policy

Please be aware that all ROSL staff and volunteers adhere to the ROSL strict confidentiality policy which forbids the discussion of any client, his/her health condition, or family situation outside the boundaries of ROSL. If ROSL is contacted by an agency with a request which ROSL considers legitimate, ROSL reserves the right to disseminate information concerning our riders. If you have any reservations about disclosure of your information to any agency, please contact Ride On St. Louis.

Scheduling Process For Enrolled Students

ROSL Forms

The following forms are all available at www.rideonstl.org

- * **Rider's Registration and Release Form**
- * **Rider's Medical History and Physicians Statement**
- * **Rider's Emergency Medical Treatment Form**
- Seizure Liability Release Form**
- Rider's Helmet Release Form**
- School IEP – Goals & Objectives pages (if applicable)**
- Ridership Application**

*Required for all riders in the program. These forms must be updated at the beginning of each year prior to March 1. We cannot accept faxed registration forms. Session payments, in full, can be mailed with forms.

Hippotherapy clients must submit a copy of your medical insurance card, front and back, listing the client's name.

Returning Students

Registration forms are mailed out prior to each session for previously enrolled riders. **You are responsible** for calling the office to confirm your ride schedule time three weeks prior to the session start date. ROSL has the right to fill your time slot with a new rider if we do not hear from you before that due date.

Cost

The total operating cost per hour lesson visit is approximately \$400.00. This revenue for our program operations is raised through

grants, program fundraisers, and public and privately solicited donors and less than 18% is help from riders and their families who can pay an enrollment fee.

Riders are asked to pay an enrollment fee of \$75 per visit to assist the program operating cost. Payment for the session must be made IN FULL prior to the session. Payments may be mailed to: ROSL, PO Box 94, Kimmswick, MO 63053 or brought to the first class. They can be paid by Visa, Mastercard or Discover either in the office or through our website. Late charges of \$3 per class may be charged if fees are not paid before the session starts.

Ridership and Work Study

Ridership applications are available on our website for rider's families who feel they cannot assist with the program operating cost.

Ridership' support is granted to families who demonstrate a need for financial assistance after completing the application. Ridership awards can range up to 100% of the enrollment fee.

There are 10 approved jobs that qualify for work-study, including some clerical, grounds maintenance and fundraising positions. Work-study is like a job and credit is set at minimum wage rates and will be credited to families after the work has been completed. Call the office for more information.

Attendance Policy

An absence will be credited or made up only if the office is notified two hours prior to the lesson. When a student does not call or show up for his/her lesson, scheduled volunteers may make unneeded travel to the barn, waste their valuable time and lose their volunteer experience. Grooming, warming, and tacking up a horse would also be wasted time and energy.

You are responsible for paying for all lessons, regardless of attendance. If a rider has 2 or more unexcused absences, ROSL has the right to remove that rider from the session and book someone else. An absence is unexcused when a rider does not call within 2 hours prior to lesson time, and does not show up for the lesson.

Dismissal of Clients – ROSL therapists and instructors reserve the right to dismiss clients due to safety concerns or those individuals we feel whose need's we can no longer meet.

Fundraisers

Summer Jazz and Blues Fest

This is our largest fundraising event of the year held in late summer on the main grounds of the facility, known as the Anheuser Estate. Over 1000 people enjoy bands, BBQ, Missouri wine tasting, Kimmswick merchants' booths, pony rides and more. Over 100 volunteers are needed to help set up tents and tables, pick up trash, man booths, and assist with parking, cooking, booths, signage, advertising, and sponsorships. This is a great event for families clubs, churches and groups to volunteer or attend.

Dinner/Auction

ROSL holds an annual Dinner and Auction in October or November. It is one of the major events and sources of income for the program. Fifty or more volunteers are needed to collect auction items, set up/take down, design and make decorations, create invitations, fill baskets, send letters, make deliveries, and solicit items for the auction. Please join this committee for an enjoyable and fulfilling opportunity.

Trivia Night

Trivia night is held in early April inside the Buttercup Arena (ROSL's indoor riding arena). Volunteers are needed to set up and take down tables, collect auction items, clean restrooms, man the registration table, and serve food and beverages.

ROSL participates in many other fundraising opportunities and are always open to hear of new ideas. Other fundraisers are: Aluminum Can Recycling, Restaurant Fundraisers, recycling ink cartridges and cell phones and more.

Friends of ROSL

Please consider becoming a friend of ROSL. We rely on donations to help keep ROSL functioning. Your donation can be easily set up for

electronic gifts weekly, monthly, quarterly, annually or what ever schedule is good for you and are all tax deductible. Some companies offer matching gifts which are very helpful. No gift is too large or small, and ROSL accepts all levels of giving. We also have a planned giving specialist who can help with endowments, and family foundations which can benefit your family as well as ROSL.

Volunteers

ROSL utilizes over 9,000 volunteer hours each year. There are numerous ways in which you can volunteer:

- organizing youth groups and/or scouts to maintain facility projects
- helping with any fundraiser
- cleaning the warming room and/or restrooms
- raking leaves and gumballs
- taking out trash
- transporting cans for aluminum recycling
- helping in the office (filing, addressing, stuffing envelopes)
- staffing booths at presentations
- photographing activities
- helping with the newsletter
- cleaning tack

We ask that a parent/guardian complete an evaluation form at the end of each session. Your comments and suggestions are welcome!

ROSL Do's and Don'ts

Please take caution when crossing the railroad tracks; the rail road has no warning lights or crossing guard to warn you of an oncoming train. There is a North gate entrance we recommend that avoids the train tracks.

Parents and guardians: **SUPERVISE** your children and guest children at **ALL** times. Horse-related activities and environments could result in serious injury.

We ask that children and adults walk, not run. **DO NOT** play on ramps, fences, or near the river.

Closed-toe shoes or boots with a heel is advisable - special considerations can be made for Hippotherapy clients or special conditions.

Riders should wear long pants that do not bind or slip.

The Anheuser Estate is owned by the City of Kimmswick, Please respect the property, and for your safety, the shed row, river, horse pastures, and paddocks are off-limits.

You may bring treats for the horses. Apples or carrots are preferred (no sugar cubes). Only feed horses when you have received permission from a staff member. Horses are only fed treats from a treat tray. Horses may mistake a finger for a carrot and bite by accident or purposefully.

Please use the trash containers for anything you need to throw away. A separate container is available for aluminum cans.

Do not talk to/coach your children while they are in lessons. This distracts from the instructor's directions. If requested to, please make only positive comments (i.e. "good job sitting straight!" or "way to go holding the ball!").

No one but staff, riders, or qualified volunteers are allowed in the arenas while class is being held.

While in the office, please do not tap on the windows – it may scare the horses. Also, please make sure all trash from drinks (tea, coffee, hot chocolate) and food wrappers are thrown away in appropriate containers.

Smoking is prohibited at ROSL.

Do not climb or sit on any of the Barn or Arena gates and please keep children off of the wheelchair ramp.

Volunteers and/or guests who do not adhere to ROSL barn or facility rules or who exhibit unsafe or crude behavior will need to leave the premises. Officials will be called if any situation warrants.

Alcohol and drug use are prohibited during program sessions.
It is our intention to provide a safe, positive, and fun learning experience for all involved with ROSL. Please help us accomplish that.

I have read the parent handbook for Ride On St. Louis, in which the policies for the program are outlined, including the Privacy/Confidentiality Policy. Please sign this form and return to the office.

Name (Please print) _____

Signature _____

Date _____