



*Gillian Leigh Phillips*

## **REGISTRATION & MAKEUP INFORMATION**

### **Lesson Registration/Payment**

Lessons will be booked upon receipt of full payment, current student information forms, and completed liability waiver (signed annually), prior to each session. Payment is due by the first of the month of each session in the form of three postdated cheques. There will be a \$20.00 charge for any NSF cheques. If payment is made by cash then payment may be made on a monthly basis. Late charges apply if payment in cash is not received by the first of the month. Once a student is registered, session fees are non-refundable and non-transferable to other services.

Current students will have priority registration until the first of the month for each new session. After the first, late registration is open to all, on a first-come, first served basis. There will be a \$20.00 charge for late registrations.

Group and private lesson sessions will run for twelve weeks and horsemanship lessons will be offered on a monthly basis.

Session 1: January – March

Session 2: April – June

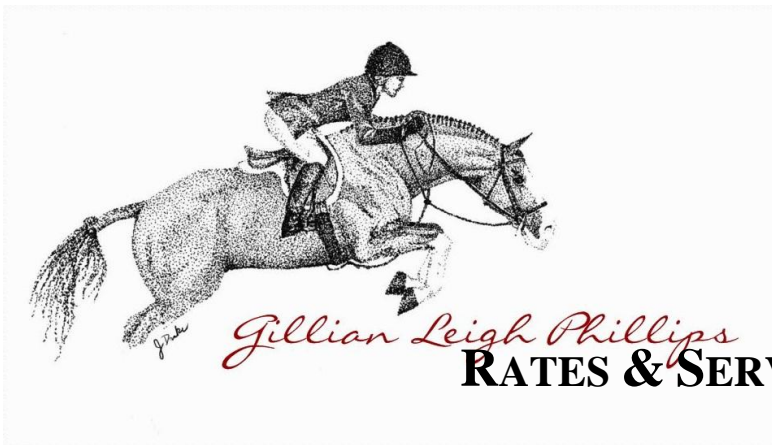
Session 3: July – September

Session 4: October - December

### **Makeups for Lesson Cancellations**

Makeups for lesson cancellations will be arranged under the following terms only:

- Lesson cancellations must be received no later than twenty four hours prior to the lesson.
- Makeup lessons will not be given for no-shows or for late cancellations.
- There will be a limit of one makeup allowed in any one month of group and private lessons. Additional lessons cancelled will not be eligible for makeups.
- There will be no makeup lessons for cancelled horsemanship lessons.
- All makeup lessons must be taken within one month of when the cancellation occurred.
- Should a student not be able to complete their session due to an injury or illness extending more than two weeks, credit will be held for no more than a period of six months with receipt of a Doctor's note.
- If Gillian Phillips cancels a lesson for any reason, credit will be extended if a makeup lesson cannot be held.
- Credit will not be extended if a student is not able to come for the makeup lesson times that are available. Gillian Phillips cannot guarantee convenient days or times.



### **Rates**

Private 30 minutes - \$40.00 x 4 = \$160.00

Private 30 minutes - \$35.00 x 8 = \$280.00

Private 45 minutes - \$50.00 x 4 = \$200.00

Group 60 minutes - \$40.00 x 4 = \$160.00

Group 60 minutes - \$35.00 x 8 = \$280.00

Horsemanship Lessons - \$25.00 each

Rider Level Testing (1 – 6) - \$55.00

### **Services**

Gillian Leigh Phillips offers riding lessons for students eight years and older. Our riding school program follows Equine Canada's English Rider Level 1-10 Program.

The Rider Level 1-10 program is a national program with national standards that rewards all riders, recreational to competitive, for advancing their learning with Certificates of Achievement and badges. This program provides riders and coaches with an attainable progression throughout the rider level framework. In addition, encourages all riders to ride, learn and enjoy the sport of riding while providing guidelines to coaches and instructors.

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- All riders **must wear an ASTM approved helmet with attached harness and heel boots** when mounted. Hair must be tied back if long, and no baggy shirts or jackets below the hip are allowed to be worn when riding. Please leave long scarves and jewelry at home.
- If you bring friends or family to the stable you are responsible for them. They are not allowed in the stalls, in the paddocks, or to “help” you groom and tack up, unless they are students themselves. Children under the age of ten year must not be left unsupervised at any time on the premises.
- Horses are not to be fed treats by hand at any time, and should not be petted or teased through the bars of their stalls. **THIS IS FOR YOUR OWN SAFETY**, as horses will bite or kick if provoked, however unknowingly.
- As part of your lessons, your instructor will familiarize you with safety rules on and off the horse, as well as in the stable. Please pay careful attention to follow these rules.
- **Students’ Responsibilities:** The safety and enjoyment of our students is directly linked to the care and treatment of the school horses. All students will be taught sage and correct grooming, horse care, and tack care techniques, and are responsible each lesson for the grooming and tack care of the horse they ride. If you arrive late for a lesson you are still expected to groom properly and tack up your horse considerately. Likewise, tack is to be left clean and put away properly for the next rider. We take pride in the quality, training, and well-being of our school horses, and we ask that you treat them with the care and respect you would as if they were your own.
- All riders are required to sign the waiver provided to them before mounting their horse. There will be no exceptions to this!

**IT IS OUR AIM THAT YOU HAVE A SAFE, ENJOYABLE EXPERIENCE WITHIN OUR RIDING SCHOOL PROGRAM. IF YOU HAVE ANY QUESTIONS OR CONCERNS, WE WOULD APPRECIATE HEARING FROM YOU.**

**THANK YOU**



*Gillian Leigh Phillips*  
2012 STUDENT REGISTRATION FORM

NAME: \_\_\_\_\_ D.O.B: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ OTHER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

GUARDIAN'S NAME: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_

ALLERGIES OR MEDICAL CONDITIONS: \_\_\_\_\_

\_\_\_\_\_

OEF #: \_\_\_\_\_ HEALTH CARD #: \_\_\_\_\_

I HAVE RECEIVED, READ, AND UNDERSTAND THE **MAKEUP POLICIES AND RULES** OF GILLIAN LEIGH PHILLIPS' RIDING SCHOOL PROGRAM, AND AGREE TO ABIDE BY THESE POLICIES.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

(SIGNATURE OF PARENT OR GUARDIAN IF UNDER 18)