

LAUREL MANOR RIDING LESSON PACKET



LAUREL MANOR EQUESTRIAN, LLC

12680 Seba Road
Centerton, Arkansas 72719

www.laurelmanorequ.com

Welcome!

Let me be the first to welcome you to our barn. Here at Laurel Manor, we understand there are a number of options in the Northwest Arkansas area and we thank you for choosing Laurel Manor as your facility. We are eager to help you reach your riding goals, whether you prefer riding for pleasure or wish to compete in the show circuit. We work hard each day to create riders that are safe, confident, and continually improving.

In addition to the riding aspect of the barn, each student will have the opportunity to learn how to properly care for their horse before and after each lesson to include grooming, tacking, and barn work. This packet outlines the riding program to include the dress code, frequently asked questions, pricing, and lesson rules.



If you find yourself wanting to know more, please visit our webpage (www.laurelmanorequ.com), give us a call (479-530-1241), or schedule a time to come on out to the property!

Thank you and enjoy your riding experience,

Laura McKenzie Duncan
Owner and Head Trainer
Laurel Manor Equestrian, LLC

Dress Code

Attire is an important element of riding and is designed to present a professional image while permitting the rider to be safe and work outside. A rider should dress in a “workman-like” manner and should take the necessary steps to be neat and tidy for each lesson. This attire can be purchased either new or used. There are no exceptions to this policy; however, if you have questions or concerns, please do not hesitate to contact Laura.

Proper Footwear:

- Riding: paddock boots, dress or field boots are mandatory for all riders.
- Unmounted lessons: any of the above or cowboy boots, rain boots or hiking boots. A boot must cover the ankle and have a small heel.
- No sneakers, Uggs or open toe shoes of any kind for any lesson. (including parents and guardians.)



Pants:

- Riding: jodhpurs, breeches, or riding tights.
- Unmounted: Jeggings, tights, jeans or long pants.
- No shorts, capris, or ripped jeans/pants.

Shirts: polos or athletic shirts with collar and sleeves (short or long). No t-shirts, tank tops, or hoodies.

ASTM/SEI riding helmet: There are no exceptions to this rule (other sport helmets are not acceptable). Laurel Manor can provide guidance on preferred styles and fittings and highly recommends obtaining a personalized fitting with any local tack shop. New helmets can cost as little as \$30.00.



*For riders transferring to Laurel Manor, please consult with Laura to ensure existing apparel conforms to our facility's standards and preferences.



Additional equipment:

Laurel Manor will provide essential equipment (i.e. grooming tools, saddle pad, saddle and girth) to properly care for our schooling horses before and after each lesson.

All riders are encouraged to purchase or obtain the following items: grooming tools, saddle pads, saddle and other items used for both care and riding. Prior to purchasing these items, please consult with Laura so that you meet the acceptable standards. In addition, if you would prefer to use your own previously purchased equipment, please consult with Laura to ensure it is appropriate for our program and schooling horses.

All Laurel Manor equipment is stored in the schooling tack room. Every rider is expected to return their equipment, tidy up, and ensure the area is clean and ready for the next rider.

Local tack shops:

- Equestrian Connection. 4408 W. Walnut St. #1, Rogers, AR 72756
Call 479-899-6576
- Tractor Supply Company. 2817 S. Walton Blvd., Bentonville, AR 72712
Call 479-273-9111

Online Shops

- Dover Saddlery. www.doversaddlery.com
- State Line Tack. www.statelinetack.com
- SmartPak. www.smartpakequine.com
- Just For Ponies. www.justforponies.com
- Big Dee's Tack. www.bigweb.com
- Schneider Tack. www.sstack.com
- Equine Collection. www.equestriancollection.com



Frequently Asked Questions

Below are some of the more common questions surrounding the riding program. In the event you have more questions, please feel free to contact us!

Q. How old do I have to be to ride?

A. Riders must be at least seven years old. However, case-by-case exceptions can be made for students entering the program with previous riding experience.

Q. How much does it cost to be in the program?

A. It depends. Pricing is tailored to the type of program and level of participation. In the next few pages, you will find the current pricing scheme to participate in the different programs.

Q. Do you teach and compete in both hunt-seat and dressage?

A. Yes. As a USHJA Recognized Riding Academy, the academy's primary focus is hunt-seat; however, dressage is also part of the lesson program and is an integral part of the equestrian sport.

Q. How long does it take until a rider can jump?

A. It depends. A rider needs to master the walk, trot, canter and two-point steering before jumping is added. The more lessons a rider enrolls in, the sooner these skills are grasped.

Q. Do I have to eventually lease or own a horse?

A. It depends. Riding is an investment that focuses on the bond between the rider and the horse. As the rider progresses, this bond becomes a vital component to the lesson program and continued advanced training will require either owning or leasing.

Q. Are parents and guardians encouraged to be involved?

A. Yes. Parents and guardians are an essential element at Laurel Manor and we welcome their involvement. Understanding equipment and

learning how to catch, groom, and tack horses is important for both the student and the parent or guardian.

Q. Is it required to participate in shows or other competitions?

A. No, although we highly encourage riders to do so. Competing is an excellent way for a rider of any level to test their skill and provide an opportunity to recognize strengths and areas for improvement.

Q. How are lessons scheduled?

A. Students submit their lesson request and availability through our website and these requests must be sent no later than the Sunday (by 5:00 pm) prior to the riding week.

Q. What do I need to bring to my first lesson?

A. In addition to showing up with the proper attire, each beginner will need to bring a completed registration/liability form located at the end of this packet.

Q. What other items are required that I may not have considered?

A. All beginning riders are required to obtain a copy of the *United States Pony Club Manual of Horsemanship, D Level*. All intermediate riders are required to maintain a copy of the *C Level*.



Pricing

Laurel Manor provides competitive pricing for the Northwest Arkansas area and we work hard to provide a structured pricing scheme that is financially feasible for any rider and their family. Although we do offer single lessons, we prefer riders utilize one of the below packages to provide a more in depth and meaningful riding experience.

Riding Program

The Riding Program consists of lessons with both riding and horse care, such as tacking and grooming. Students new to riding will be placed into our Unmounted Package in addition to one of the below options.

Lesson Packages: Each private lesson includes thirty (30) minutes of riding. Semi-private lessons (2 riders) run approximately forty-five (45) minutes. Group lessons (3+ riders) range from an hour to an hour and a half, depending on size.

- Four Private Lessons (boarders) **\$210.00**
- Four Private Lessons (non-boarders) **\$230.00**
- Four Semi-Private/Group (boarders) **\$150.00**
- Four Semi-Private/Group (non-boarders) **\$180.00**
- Eight Private Lessons (boarders) **\$415.00**
- Eight Private Lessons (non-boarders) **\$455.00**
- Eight Semi-Private/Group (boarders) **\$280.00**
- Eight Semi-Private/Group (non-boarders) **\$320.00**

Unmounted Lesson Package

This package is geared for new riders and keeps the focus on grooming and tacking. **All beginning riders are required to complete the Unmounted Lesson package as a prerequisite to their selected package above.** Laurel Manor reserves the right to place any student into the Unmounted Lesson package any time based upon their ability to grasp or understand unmounted skillsets. Riders should arrive at least ten (10) minutes prior to the scheduled start time.

- Unmounted Only **\$215.00**
(4 lessons, ages 5 and above)

Additional Private Lessons

In the event a rider wishes to supplement their lesson package, we do offer the ability to purchase additional private lessons to be scheduled within the same training period.

- Private Lesson (boarder/non-boarder) **\$55.00/\$60.00**

Important Note on Billing

To have a better grasp on the student composition of the barn at any given time, Laurel Manor operates on a four-week management cycle for the riding program. This also allows for a more predictable billing schedule. Riders purchasing one of the above programs will typically enter the riding program during *Week One* with the goal of completing the purchased package by *Week Four*. Students then continue with training and riding as the billing cycle resets to *Week One*. Riders interested in starting their lesson package in the middle of a billing cycle would be required to purchase additional lessons at a prorated fee.

Payment, Make-up and Cancellation

Payment is due before the lesson and a late fee of twenty-five dollars (\$25.00) will be applied after the first week of lessons.

Payments are non-refundable.

Cancellations must be made at least twenty-four (24) hours prior to a student's lesson time. In the event a lesson is cancelled within the twenty-four (24) hour period, including a *no call* or a *no show*, lesson and payment will both be forfeited.

All students are expected to have their horse or pony in the arena by the scheduled time unless the student rider is new or requires assistance with tack (i.e. riders enrolled in an *Initial Lesson Package*). If a student is more than fifteen (15) minutes late, the lesson and payment will both be forfeited. Please be mindful of other rider's lesson times.

In the event the instructor needs to cancel a lesson, a reschedule is provided to the student. Instructor cancellation notice will be provided as soon as practical.



Lesson Rules

Although we strive to have fun at the barn, the rules outlined below are designed for the safety of the riders, guests, and spectators, as well as the horses and ponies. For this reason, these rules are strictly enforced and repeated failure to recognize and follow them will ultimately result in removal from the program and the property. The rules are emphasized with each lesson and riders are encouraged to regularly review the list below.

Supervision is required at all times for minors. Adults are encouraged to notify Laurel Manor if riding alone.

Riders are prohibited from mounting their horse inside the barn. Please use the designated mounting areas inside or adjacent to the arenas.

Always be mindful of your location with respect to any horses on the property. Be cautious not to startle the horses or ponies.

All equipment must be returned to its proper place. This includes items that have been left unattended.

All students are required to clean up after themselves and their guests.

Pets are prohibited from the barn area during lesson times. Permission is required outside of lesson hours.

No tobacco use is permitted at Laurel Manor.

Although horses are abundant on the property, horseplay to include running and screaming is prohibited.

***Rules apply to all riders, parents, guardians, siblings, and guests.**

****This list is not exhaustive and students will be instructed on additional rules around the barn during lessons.**

Additional Resources

Below are selected readings our riders are encouraged to read to further develop their knowledge, horsemanship, and skillset.

1. *Judy Richter's Riding for Kids: Stable Care, Equipment, Tack, Clothing, Longeing, Lessons, Jumping, Showing.* By Judy Richter
2. *My Horse Coloring Book.* By John Greene. (a great read and illustrations for young riders and parents/guardians)
3. *The United States Pony Club Manual of Horsemanship: Basics for Beginners /D Level.* By Susan E. Harris
4. *The United States Pony Club Manual of Horsemanship Intermediate Horsemanship (C Level).* By Susan E. Harris
5. *The United States Pony Club Manual of Horsemanship: Advanced Horsemanship B/HA/A Levels.* By Susan E. Harris
6. *Cherry Hill's Horse Care for Kids: Grooming, Feeding, Behavior, Stable & Pasture, Health Care, Handling & Safety, Enjoying.* By Cherry Hill
7. *If I Ran the Horse Show: All About Horses (Cat in the Hat's Learning Library).* By Bonnie Worth. (great for young children)
8. *Centered Riding.* By Sally Swift. (great for adults and intermediates)



Laurel Manor Registration & Liability Form

12680 Seba Road, Centerton, AR 72719
(479) 530-1241 laurelmanorequ@gmail.com

REGISTRATION

NAME: _____ DOB: _____ AGE: _____

PARENT/GUARDIAN (if applicable): _____

ADDRESS: _____

PHONE: _____ WORK PHONE: _____

EMAIL: _____

EMERGENCY CONTACT: _____

EMERGENCY PHONE: _____

LIABILITY RELEASE

_____ (name), would like to participate in equine activities under the instruction of Laura Duncan (affiliated, but not limited to, "Laurel Manor Equestrian, LLC" 12680 Seba Road, Centerton, AR 72719). I acknowledge the risk and potential risk of participation in equine activities. However, knowing these risks, I hereby, intending to be legally bound, for myself, my heirs, and assigns, executors or administrators, waive and release forever all claims and damages against Laura Duncan for any and all injuries and/or losses I/my son/my daughter/my ward may sustain while participating under the instruction of Laura Duncan. This release includes injuries to guests and invites of the undersigned during their use of the facility and/or instruction of Laura Duncan.

WARNING: IN ACCORDANCE WITH ARKANSAS LAW, AN EQUINE ACTIVITY SPONSOR IS NOT LIABLE FOR AN INJURY TO, OR DEATH OF, A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISK OF EQUINE ACTIVITIES. A.C.A. § 16-120-202.

SIGNATURE _____ DATE: _____