

Elisabeth Curtis Centre, Riding for the Disabled

Participant Terms and Conditions



The Elisabeth Curtis Centre (referred as 'ECC') is a member group of the Riding for the Disabled Association incorporating carriage driving (referred as 'RDA'). The purpose of these 'Terms and Conditions' are to create fairness across all sessions and ensure the continuity of the organisation for the future.

Sessions

1. Before a participant can be offered a place, they must complete a successful participant assessment and have a completed 'Participant Application Form'. The Coach will complete a (RDA) 'Participant Assessment Form' which is kept for our records. The day/time of the session offered is at the discretion of the Coach. The participant will be required to attend the same session every week/two weeks while sessions are in operation. The maximum weight of the rider, including footwear, clothes and hat, is 67kg/10.5 stone. The participant's weight will be checked, at least, at the beginning of each term at the centre.
2. A participant may be asked to change session or take a break from riding if the Coach feels this is in the participant's 'best' interest.
3. Participants should arrive in good time at the start of the session. The ECC aims to start (mount) and finish (dismount) on time. If a rider is more than 10 minutes late, they may have a short lesson (at the discretion of the Coach) or no lesson at all. If a participant is unable to attend a session, the ECC must be notified by emailing office@elisabethcurtiscentre.co.uk in advance or, for late notification on the day, via phone on 01234 824 469 (Answerphone available).
4. A session may include mounted/unmounted activities on ECC property. Mounted activities may be taken on or off-site, such as on the 'rides' around the Parklands Estate.
5. If a participant has an allergy/condition that could require immediate action, the participant, parent or carer is responsible for carrying any appropriate medication (e.g. Epipen) and should make the Coach/Organiser aware of the situation. A parent/carer must remain in attendance and be located within close call of the Coach. Parents/carers must immediately inform the ECC of any changes in the rider's condition, medication or emergency contact details and will be asked to up-date and submit a new 'Participant Application Form' at least every three years.
6. Participants may request to change sessions to a different time / day and where possible we will try to accommodate this. Where a place is not yet available existing participants will take priority over those on the waiting list.
7. ECC reserves the right to offer alternative activities from the planned session if it was deemed unsafe to provide the planned session. These activities include Stable Management.

What to Wear

8. Participants must wear a correctly fitting riding hat which conforms to the latest 'RDA Health & Safety Policy'. If an ECC hat is dropped, then the Coach/Organiser must be informed immediately. A participant's personally owned hat must be checked prior to use, by the Coach. If the hat doesn't comply with current RDA safety standards, it must not be used. Body protectors may be worn but are neither supplied nor fitted by ECC and must be professionally fitted.
9. Participants must always wear long trousers and enclosed sturdy shoes/boots. Failure to conform could result in the participant not being able to take part. Wearing of gloves is recommended, particularly when reins are held. Coats and jackets must be fastened prior to mounting/riding. Scarves must be tucked into coats and must not cover the rider's face.
10. For safety reasons, facial and body jewellery must not be worn and earrings must be removed or replaced with studs. Long hair must be tied back so as not to interfere with the fitting of the rider's hat.

Payment and Cancellation

11. Participants, parents/carers will be informed of dates and invoiced for payment due, for each half-term with payment due in advance. Fees are determined by the number of weeks per term and length of each lesson. The latest fees can be found on our website. The ECC's preferred payment method is via online BACS payment. Alternatively, payment can be made by cash or cheque, payable to the Elisabeth Curtis Centre. Full payment must be made promptly, at the start of a new half term unless otherwise agreed. Participants will have the first 2 sessions of a half term to make payment. No payment after this will result in suspension of sessions, until payment is made. All sessions missed in this time are charged at full cost and are non-refundable.
12. If a participant cannot attend for any reason they are still liable for payment, but must notify the ECC. If for any operational reasons, or in the event of Force Majeure, a session is cancelled or delayed by the ECC then it will not be held responsible. In the event of a cancellation by ECC, no payment is due and adjustment will be made to the next payment due. Where no notice is given by the participant then on the 2nd and 3rd occurrence of this within an academic

