



Bradbourne Group Riding for the Disabled Association  
Registered Charity no 1122480  
Bradbourne Riding & Training Centre, Bradbourne Vale Road, Sevenoaks, Kent, TN13 3DH  
Tel: 07914 273 610

## **Conditions of Riding (October 2014 updated)**

**Please ensure that all carers, supervisors and school staff read these conditions as appropriate.**

### **Registration**

All riders must complete a registration form before riding is permitted. This is a condition of our insurance. All sections must be completed.

It is the responsibility of the rider or their teacher/carer/parent/guardian to advise of any changes to the information on the registration form. We reserve the right to ask for a new form to be completed if we are concerned about any aspect of a rider's health in so far as it affects their riding.

Our weight limit is currently 12 stone 7lbs / 79 kilos and all riders will be regularly reviewed. We reserve the right to ask a rider to cease riding if their weight increases above our weight limit.

Each riding group must advise us of a person who is their main point of contact regarding riding matters. This will help us all to communicate efficiently and effectively. Please keep us advised of any changes to the contact details (name, mobile numbers, e-mail address & postal address etc) otherwise you may not receive important communications.

If you have any questions or concerns about your riding please raise these with the instructor in charge of the session at the time.

**Vacancies/Waiting List**      We have a large waiting list.

Allocations of places for riding are dependent upon the individual, their standard of riding and a suitable pony being available.

We regret that places on a ride cannot be guaranteed when transferring from junior to senior school rides or when changing riding times. We will, however, do everything we can to accommodate such requests.

### **Payment**

All rides are payable at the time of riding or per half term (approx 6 weeks) in advance.

We regret that the RDA Group (a registered charity) cannot provide credit.

Payment can be made by cash, cheque or preferably BACS payment. Please ask for our bank details. An invoice or receipt can be issued as required.



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## **Conditions of Riding (October 2014 updated – cont'd)**

If we have to cancel riding sessions credit will be given to those who pay in advance. Otherwise credit will not be given for absentees unless there are extenuating circumstances.

### **Cancellations**                      **Our Contact Number is 07914 273610.**

We require 24 hours notice to cancel a lesson and we reserve the right to charge for late cancellations. All cancellations are to be advised to us by telephoning 07914 273610. Please do NOT advise us by email as this is not always monitored on a daily basis.

Three months' notice in writing is required to terminate all future riding lessons. Otherwise we reserve the right to make a charge until we can fill the vacancy.

Riding groups must inform us in good time if fewer numbers are riding as above or charges may be made. Each Group/School must confirm the number of riders they propose to bring per ride before the start of each term. Invoices will be issued on this basis and credit will not be given if a fewer number of riders attend except in exceptional circumstances.

If more riders come than have been invoiced for, the additional cost will be added to the next invoice.

We will endeavour to give you as much notice as possible if we need to cancel a ride for any reason. We will contact the person designated as the main point of contact in such circumstances.

### **Timeliness**

We ask that riders arrive at least 10 minutes before their ride begins to allow for hat fitting etc.

If you are late we cannot ordinarily make the time up.

If we are late for whatever reason we will endeavour to make up the time for you.

### **Supervision**

Upon arrival please wait in the reception area until your instructor is ready for you to mount in the indoor school.

Riders must be supervised at all times by their parent/carer/teacher/guardian until the instructor assumes responsibility at the beginning of the session.

Non riders also remain the responsibility of their parent/carer/teacher/guardian while at Bradbourne.



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## **Conditions of Riding (October 2014 updated – cont'd)**

For safety reasons please do not wander around the car park or other areas of the stables without permission.

### **Clothing**

All riders must wear comfortable, suitable clothing appropriate for the weather conditions.

Long trousers must be worn preferably with “stretch” e.g. Tracksuit. Shorts or cropped trousers are not allowed.

It is important to wear sensible footwear preferably boots or shoes with some heel. Sandals are not permitted at any time.

We will provide the necessary riding hat and some gloves are available as well. Hats belonging to riders will be checked by instructors to ensure they meet current safety standards.

**Please return a signed copy of this agreement and keep another for your records**

**Attendance for riding lessons means that you accept the above conditions.**

**Name of Group:** .....

**Name of Signatory:** .....

**Signature:** .....

**Job Title:** ..... **Date:** .....