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

Conditions of Carriage Driving (Individual Drivers)

Registration

All carriage drivers must complete a registration form before carriage driving is permitted. This is a condition of our insurance. All sections must be completed and the form will not be accepted without the current weight being included. No new driver is permitted to drive at Bradbourne RDA Group until current height and weight details have been provided. This is an equine welfare issue. Where possible please provide the weight fully dressed for driving including wearing shoes or riding boots.

All new weight bearing carriage drivers will also be weighed on site, fully dressed for driving, by Bradbourne RDA volunteers before final acceptance as a driver at the Group.

New non weight bearing carriage drivers will be required to provide current confirmation of their weight signed by an appropriate professional/medical specialist.

It is the responsibility of the driver or their 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 driver's health in so far as it affects their driving.

In addition and in accordance with RDA National guidelines, all weight bearing drivers must be weighed on site at Bradbourne twice per academic year - at the start of the Autumn term in September and again immediately after the winter half-term period in February. Weighing will be done by RDA volunteers and drivers will need to be fully dressed for driving including wearing a riding hat. Non weight bearing drivers will be asked to provide appropriately signed weight confirmations at these times.

No one will be permitted to drive until their weight has been verified in person by RDA volunteers on site at Bradbourne, at each of the above two allotted times.

Please note that the above conditions regarding the weighing of drivers are not negotiable. **They are necessary to ensure our equines' wellbeing and to meet the requirements of RDA National guidelines, The 2024 Charter for the Horse (to which RDA UK is a signatory) and also the Animal Welfare Act of 2006.**

Where a driver is found to have a driving weight (or scale weight) which is closer to their current pony's weight limit than 4.5kg / 10lb of that pony's weight limit, then that driver may be required to be weighed more frequently than the normal twice per year. This is at the discretion of the driver's coach and may involve weighing every term, half term or weekly, prior to driving.

Conditions of Carriage Driving for Individuals (continued)

We reserve the right to withdraw our invitation for drivers to drive, if their weight increases above the weight limits of our equines for carriage driving.

We reserve the right to stop a driver from driving if their weight exceeds the weight limit maximums for our ponies and team, or if they are unable to access or exit the carriage safely for any reason.

For drivers in wheelchairs a parent/carer/guardian/friend who is used to supporting the driver in their wheelchair is required to join the Group's helpers to assist pushing the chair into the carriage and taking it down the ramp out of the carriage at the end of the session**.**

The Bradbourne RDA session coach will ensure the relevant Bradbourne RDA Group volunteer paperwork, the Green Card, is completed with that person so they are insured as a Bradbourne RDA Group volunteer.

Each driver must advise us of a person who is their main point of contact regarding driving matters. This helps us all to communicate efficiently and effectively. Please keep us advised of any changes to contact details (name, mobile numbers, addresses, etc) otherwise you may not receive important communications.

If you have any questions or concerns about your driving please raise those with the coach in charge of the session at the time.

Vacancies/Waiting List **We do have a waiting list**

Allocations of places for driving are dependent upon the individual and availability of spaces within our current driving sessions. All potential drivers have to attend a driving assessment before being offered a place. This gives the opportunity to assess an individual's needs.

We do aim to accommodate most potential drivers but we reserve the right to refuse a driver if they are deemed unsuitable for driving due to some medical and/or physical conditions.

Payment

All drives are payable at the time of driving. Payment can be made by cash or ideally electronically, either weekly or for a longer period – please ask for bank details.

Conditions of Carriage Driving for Individuals (continued)

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

Cancellations Our main contact number is 07803 231723

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 your coach where they have provided their number to you or via the Group on 07803 231723.

Please do NOT advise us by e-mail on the day of your lesson if you need to cancel.

6 weeks' notice in writing is required to terminate all future driving lessons. Otherwise we reserve the right to charge until we fill the vacancy.

We will endeavour to give as much notice as possible if we need to cancel driving sessions for any reason. We will contact the main point of contact in such circumstances.

Supervision

Upon arrival please wait either by the indoor school or in the reception area until your coach is ready for you to mount the carriage.

Drivers must be supervised at all times by their parent/carer/guardian/friend until the coach assumes responsibility at the beginning of the session.

Non-drivers also remain the responsibility of their parent/carer/guardian/friend while at Bradbourne.

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

Clothing

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

Long trousers must be worn. Shorts or cropped trousers are not allowed.

It is important to wear sensible footwear preferably boots, sturdy shoes or trainers. Sandals are not permitted at any time.

Conditions of Carriage Driving for Individuals (continued)

We will provide the necessary hard hat as needed. Hats belonging to drivers will be checked periodically to ensure they meet current standards.

Timeliness

We ask that drivers arrive at least 10 minutes before their drive begins to allow for hat fitting, wheelchair loading, etc.

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

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

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

Name of Signatory: .....

Driver – YES / NO (delete as appropriate)

If No, position or relation to driver: .....

Signature: .....

Date: .....

If no signed form is received, attendance at driving sessions means that you accept the above conditions