



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 (Groups)

Registration

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

It is the responsibility of the driver or their group leader/carer/parent/guardian/friend to advise 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.

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.

A current weight for each and every driver, new or returning, must be provided during the short summer break and again before the beginning of term after Easter.

If a group fails to provide a weight for the drivers before or on arrival for their first drive they will be asked to provide a weight before the next drive and the coach will use their discretion whether that/those driver/s can drive. Should no weight have been received before or on arrival for the second drive the coach will offer to weigh the driver/s at Bradbourne if they are weight bearing. If the driver/s is/are not prepared to be weighed at Bradbourne nor has/have provided a weight/s after twice being asked, Bradbourne RDA will refuse the driver/s a driving place at the Group.

Our weight limit for driving varies according to the size and weight of our ponies and carriages. The maximum weight limit allowed is 16 stone/101.5 kg for those in wheelchairs including the wheelchair, 14 stone/89 kg for ambulant drivers, and 13 stone / 82.5 kg for semi-ambulant drivers. We reserve the right to ask a driver to cease driving if their weight increases above the ultimate weight limit maximums for our ponies and teams.

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.

Conditions of Carriage Driving (Groups) (continued)

We must be advised of a person who is the main point of contact for each driver 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 and the driver may not receive important communications.

If the driver or your Group has any questions or concerns about the driving session 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 electronically, either weekly or for a longer period – please ask for details.

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

Cancellations **Our main contact number is 07713 033829**

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 phoning Amanda Hebbert on 07713 033829.

If Amanda is unavailable please call the coach in charge of the session: Debbie Tatton, Sharen West or Sharron Kilpatrick, or the RDA office (07914 273610). Please do NOT advise us by e mail as this is not monitored on a daily basis.

Conditions of Carriage Driving (Groups) (continued)

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 group leader/ parent/carer/guardian/ friend until the coach assumes responsibility at the beginning of the session.

Non-drivers also remain the responsibility of their group leader/ 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.

We will provide the necessary hard hat as needed.

Hats belonging to drivers will be checked periodically to ensure they meet current standards.



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Conditions of Carriage Driving (Groups) (continued)

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 Group:

Name of Signatory:

Job Title:

Signature: **Date:**

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