ROXBURY RIDING CLUB

Policies & Training Agreement

Effective November 1, 2026

Welcome to Roxbury Riding Club!

Our goal is to provide a positive, safe, and supportive environment where riders develop confidence, strong horsemanship skills, and meaningful partnerships with their horses.

The following policies apply to all Roxbury Riding Club (RRC) clients, including riders with privately owned horses and those participating in partial or half-lease programs.

These policies help ensure consistency, fairness, and the well-being of our horses, riders, and staff.

1. TRAINING PROGRAM

RRC offers hunter, jumper, equitation, and horsemanship instruction for riders of various ages and experience levels. All mounted training participants must ride a horse they own or lease. RRC does not offer traditional individual lessons on unleased school horses.

Lesson Formats

- 30-minute private lessons
- 45-minute semi-private lessons
- 60-minute group lessons

Lesson formats and group placement are determined by RRC based on rider experience, ability, and training goals.

Jumping Division Groups: Jumping lessons are grouped by competition division and corresponding jump height. For example, riders competing in the .80m division at horse shows will be placed in lessons jumping 2'6"–2'9". RRC determines appropriate group placement based on each horse-and-rider combination.

2. TRAINING REQUIREMENTS

All horses boarding at RRC must participate in an approved training program.

Partial Training

A minimum of 3 lessons and/or professional training rides per week.

Full Training

A minimum of 5 lessons and/or professional training rides per week.

Training programs are structured according to the individual needs of each horse and rider.

Lease Clients

Riders leasing an RRC horse must participate in the training package associated with their lease.

Beginner partial leases include two lessons per week. Advanced half leases include two lessons per week and one independent practice ride per week.

All leases are subject to a separate written lease agreement.

3. TUITION & PAYMENT POLICIES

RRC operates on a monthly tuition system. Lesson memberships are calculated based on 48 weeks of instruction annually, allowing for four scheduled closure weeks. Monthly tuition remains consistent regardless of the number of lessons occurring in a particular month.

Lesson Memberships — Owned or Leased Horses

Weekly Lessons	Monthly Tuition
1 lesson	$240
2 lessons	$480
3 lessons	$700
4 lessons	$920
5 lessons	$1,140
6 lessons	$1,360

Professional Training Rides

Weekly Training Rides	Monthly Fee
1 ride	$300
2 rides	$540
3 rides	$800
4 rides	$1,060
5 rides	$1,320

Training ride packages are calculated based on 52 weeks annually.

Professional training rides include grooming before and after the ride.

A scheduled lesson may be converted to a professional training ride for an additional $10, provided at least 24 hours' notice is given.

Payment Policies

- Tuition is billed monthly in advance.
- A valid payment method must remain on file.
- Monthly tuition reserves the rider's designated training schedule.
- Additional services are billed separately.
- Unused lessons do not roll over except as permitted under the makeup policy.
- Memberships continue monthly until canceled according to the cancellation policy.

4. SCHEDULING & ATTENDANCE

Riders are assigned regular lesson days and times based on their training package, riding level, and instructor availability. Riders are expected to arrive on time and be prepared for their scheduled lessons. Lessons begin and end at their scheduled times. Late arrivals do not extend lesson time.

Makeup Lessons

RRC allows one makeup lesson per month when at least 24 hours' notice is provided.

- Makeup lessons are subject to instructor and schedule availability.
- Makeup lessons must be completed within 30 days of the missed lesson.
- Makeup lessons cannot be refunded or exchanged for cash.

Lessons canceled with less than 24 hours' notice are forfeited.

Weather

When weather or arena conditions prevent safe mounted instruction, RRC will substitute an unmounted horsemanship lesson.

Horsemanship lessons are considered part of the regular training program and do not qualify for additional makeups solely because they are unmounted.

Scheduled Closures

RRC closes for four scheduled weeks annually. These closures are incorporated into the annual tuition calculation, and no makeup lessons are provided.

5. VACATIONS & EXTENDED ABSENCES

Monthly tuition reserves a rider's place in the training program and is not prorated for vacations, school commitments, or other personal absences. Riders planning extended absences should notify RRC as early as possible.

Riders leasing horses remain responsible for their monthly lease and training commitments during personal absences unless otherwise agreed upon in writing.

6. RIDER RESPONSIBILITIES

All riders are expected to:

- Arrive on time and prepared for lessons.
- Wear an ASTM/SEI-certified riding helmet and appropriate riding attire.
- Follow instructor directions and barn safety rules.
- Treat horses, staff, and fellow riders respectfully.
- Clean up after themselves and their horses.
- Properly care for tack and equipment.
- Report concerns regarding their horse's health, soundness, or behavior.

Riders must use properly fitted and appropriate riding equipment.

7. APPROPRIATE RIDING ATTIRE

All riders must wear appropriate riding attire for safety, comfort, and proper instruction.

Required Riding Attire

- Helmet: Properly fitted ASTM/SEI-certified equestrian helmet with chinstrap securely fastened.
- Riding Pants: Breeches, jodhpurs, or fitted riding tights. Shorts and loose-fitting pants are not permitted.
- Footwear: Paddock boots or tall riding boots with a defined heel. Sneakers, sandals, and other non-riding footwear are not permitted while mounted.
- Shirts: Fitted short- or long-sleeve shirts, tucked in.

- Hair: Long hair must be secured neatly to prevent interference with vision or riding equipment.

These requirements apply to all mounted activities, including lessons, training rides, and independent practice rides.

8. HORSE WELFARE & RIDING RESTRICTIONS

The health and well-being of our horses are a top priority. RRC reserves the right to modify or cancel mounted activities when necessary for horse welfare or rider safety.

- Independent riding privileges require trainer approval.
- Jumping is permitted only during a scheduled lesson.
- Lunging and specialized training equipment require prior authorization.

9. BARN CONDUCT

RRC strives to maintain a welcoming, respectful, and supportive environment. Bullying, harassment, gossip, unsafe behavior, and disrespect toward other riders, families, or staff will not be tolerated.

Riders and families are expected to demonstrate good sportsmanship and support one another.

RRC may address inappropriate behavior through warnings, suspension, or termination of participation, subject to applicable law and contractual obligations.

10. COMMUNICATION

RRC values open and respectful communication. Instructors must remain focused on their students during scheduled lessons. Parents and riders wishing to discuss training goals, progress, scheduling concerns, or other matters should arrange a separate conversation.

All scheduling changes and program concerns should be communicated directly to Katie Emmermann.

11. ADDITIONAL SERVICES

Services outside the selected training package may be billed separately.

Services requiring additional staff time are not automatically included in monthly tuition or boarding fees. Applicable charges will be communicated before services are provided. Specific boarding services and fees are governed by the separate boarding agreement.

Sales & Lease Commissions

Any purchase, sale, or lease of a horse that Roxbury Riding Club is involved with will be subject to a 10% commission, calculated on the purchase price, sale price, or lease price.

12. HORSE SHOW PARTICIPATION

Horse show participation is optional unless otherwise specified in an individual training agreement. Riders interested in showing must meet RRC's training and preparation requirements.

Show expenses, including coaching, grooming, transportation, entries, and related fees, are billed separately.

RRC determines appropriate show divisions and participation based on horse-and-rider readiness.

13. CANCELLATION & WITHDRAWAL

Training memberships are ongoing monthly commitments. A minimum of 30 days' written notice is required to cancel or reduce a training membership.

Memberships remain active, and applicable charges continue, throughout the required notice period, subject to applicable law.

Failure to attend scheduled lessons does not constitute cancellation.

Any applicable refunds, credits, or final charges will be handled in accordance with this agreement and California law.

Horse lease cancellations are governed by the separate lease agreement.

14. NO GUARANTEE OF RESULTS

RRC is committed to providing quality instruction and professional training. However, riding progress and competitive results vary based on individual ability, consistency, effort, horse suitability, and other factors.

RRC does not guarantee specific performance levels, competition results, or advancement timelines.

15. SAFETY & LIABILITY

Equestrian activities involve inherent risks. All participants must follow RRC safety procedures and instructor directions. Participation requires completion of RRC's separate liability acknowledgment and Tierra Rejada Facility release.

Nothing in this agreement waives rights or remedies that cannot legally be waived under California law.

16. ACKNOWLEDGMENT & AGREEMENT

By signing below, the client or parent/guardian acknowledges that they have reviewed and understand Roxbury Riding Club's policies and agree to comply with them.

Rider's Name: _____

Parent/Guardian (if under 18): _____

Phone: _____

Email: _____

Selected Training Package: _____

Client/Parent Signature: _____

Date: _____

Roxbury Riding Club Representative: _____

Date: _____