

## Fox Lane Farm & The Riding Academy of GJ Code of Conduct

Welcome to Fox Lane Farm & The Riding Academy of GJ!

Our goal is to create a safe, respectful, and enjoyable environment for all students, staff, and visitors. By following this Code of Conduct, we can ensure that everyone has a positive experience while learning and enjoying their time at the barn.

### 1. **\*\*Safety First\*\***

- \*\* If you aren't a TRAGJ/FLF coach, instructor, staff member, or pre-authorized by Coach Sheila then DO NOT presume you are allowed to help with horses, students, lessons, or any other aspect of business, even if its for your own child.
- \*\*Helmets: \*\* Approved riding helmets must be worn by any ride 18 years of age or under at all times when mounted, regardless of discipline or experience level.
- \*\*Footwear: \*\* Proper riding boots with heels must be worn while riding. Closed-toe shoes are required when working around horses.
- \*\*Attire: \*\* Wear appropriate riding attire, including long pants and gloves as needed. Absolutely no tank tops, spaghetti straps, or tube tops.
- \*\*Supervision: \*\* Riders under the age of 18 must be supervised by a parent or guardian. Coaches & instructors are not babysitters, please pre-arrange any necessary barn drop offs.
- \*\*No Running or Shouting: \*\* Sudden movements and loud noises can startle horses. Always move calmly and speak quietly when around the horses.
- \*\*Lead and Handle with Care: \*\* Always use a lead rope when leading horses. **Never wrap a lead rope or reins around your hands or body.**
- \*\*Emergency Procedures: \*\* Be familiar with the location of first aid kits, fire extinguishers, and emergency exits. Report any accidents or safety concerns immediately.

### 2. **\*\*Respect for Horses\*\***

- \*\*Approach with Care: \*\* Always approach horses from the front, speak softly, and avoid sudden movements.
- \*\*No Feeding Without Permission: \*\* Do not feed horses treats or food without explicit permission from the owner or instructor.
- \*\*Handling: \*\* Handle horses with kindness and respect. Never strike or mistreat a horse.
- \*\*Warm-Up and Cool-Down: \*\* Always include proper warm-up and cool-down exercises as instructed.
- \*\*Turnout and Stabling: \*\* Follow all barn protocols for turnout, feeding, and stabling. Ensure gates and stall doors are securely closed.

### 3. **\*\*Respect for People\*\***

- \*\*Courtesy and Respect: \*\* Treat fellow riders, instructors, staff, and visitors with courtesy and respect at all times. Absolutely no cussing or inappropriate language.
- \*\*No Discrimination or Harassment: \*\* Discrimination or harassment of any kind will not be tolerated. This includes, but is not limited to, discrimination based on race, gender, age, religion, or ability. All are welcome here and should be treated respectfully.
- \*\*Follow Instructions: \*\* Listen to and follow all instructions given by instructors and staff.
- \*\*Punctuality: \*\* Arrive on time for lessons, appointments, and scheduled barn duties. Notify staff in advance if you will be late or need to cancel.

#### 4. **\*\*Respect for the Facility\*\***

- **\*\*Clean Up After Yourself: \*\*** Clean up manure, hay, and trash in both the barn and riding areas. Leave the space as you found it.
- **\*\*Arena Etiquette: \*\*** When riding in the arena, be mindful of other riders. Pass left to left, call out your intentions (e.g., “Inside!” or “Door!”), and maintain a safe distance from other horses.
- **\*\*Equipment Care: \*\*** Use all equipment (saddles, bridles, grooming tools) with care. Clean and return items to their proper place after use.
- **\*\*Respect Property: \*\*** Respect all barn property and equipment. Report any damage or issues to staff immediately.

#### 5. **\*\*Respect for Coaches & Barn Owner\*\***

- **\*\*Lesson Attendance: \*\*** Attend all scheduled lessons unless a prior arrangement has been made. If you need to cancel, provide at least 24-hour notice.
- **\*\*Preparation: \*\*** Arrive prepared and ready to ride, with appropriate attire and a positive attitude.
- **\*\* Do not help, talk to, or teach your child during lessons or over the top of the coach, we do NOT need your help.**
- **\*\*Horse Assignments: \*\*** Horses are assigned based on skill level and suitability. Do not switch horses without the instructor’s approval. Never tell your instructor who you’re going to ride.
- **\*\* Pay your Invoices on time & in full. Notice to no longer attend lessons is 30 days.**

#### 6. **\*\*Conduct Around Horses\*\***

- **\*\*No Smoking: \*\*** Smoking is prohibited in all areas of the barn and around the horses.
- **\*\*Visitors and Spectators: \*\*** All visitors and spectators must follow barn rules and be supervised by staff or the rider they are accompanying.
- **\*\*Quiet Zones: \*\*** Certain areas of the barn may be designated as quiet zones, especially around sick or nervous horses. Please respect these areas.

#### 7. **\*\*Communication and Conflict Resolution\*\***

- **\*\*Open Communication: \*\*** If you have concerns or questions, communicate them directly and respectfully with instructors or staff.
- **\*\*Conflict Resolution: \*\*** Address conflicts or misunderstandings promptly and respectfully. The barn manager or head instructor is available to mediate if necessary.

#### 8. **\*\*Respect for the Environment\*\***

- **\*\*Waste Management: \*\*** Dispose of waste materials responsibly. Recycle and compost where possible.
- **\*\*Respect Wildlife: \*\*** Be mindful of the local wildlife and do not disturb any natural habitats or animals.

By everyone adhering to this Code of Conduct, we ensure a safe, respectful, and positive environment for everyone involved. Thank you for your cooperation and commitment to maintaining the high standards of our Horse Farm & Riding Academy.

Thank you, Coach Sheila

Signature: \_\_\_\_\_ Date: \_\_\_\_\_