



## *New Student Lesson Packet*

Thank you for choosing Starline Stables to help you reach your riding goals! Our goal is to produce safe, confident, dressage, hunter/jumper and western riders using innovative and fun teaching methods. In addition to riding, our students will learn grooming, tacking, anatomy, conformation, and ground work skills.

In this packet, you will find our dress code, frequently asked questions, our price list, rules and policies as well as our student worker program, and lesson forms.

Thank you again for riding with us! Please feel free to contact us any time you have a question or concern.

See you back at the barn!

*~ Starline Stables Staff*



## *Starline Stables Lesson Prices*



\*\*The first price is if you own/lease a horse at Starline, the second price includes the lesson horse.\*\*

1 hour Private Lesson	\$50.00/\$55.00
1 hour Semi-Private Lesson	\$45.00/\$50.00
1 hour + Group Lesson	\$40.00
Catch, Groom and Tack	\$10.00
Untack and Groom	\$10.00

### **LESSON PACKAGES**

<b>Lesson Package A - 4 private lessons</b>	\$160.00/\$180.00 <b>\$40 SAVINGS</b>
<b>Lesson Package B - 8 private lessons</b>	\$310.00/\$350.00 <b>\$90 SAVINGS</b>
<b>BULK Lesson Package of 20</b>	\$750.00 Up To <b>\$350 SAVINGS</b>

## *Lesson Payment, Makeup and Cancellation Policy*

- **Payment is due BEFORE your lesson.** If you do not pay for your package at the time of your **first lesson, you will not get the package rate,** lessons will be considered individuals.
- All payments are non-refundable.
- All monthly lesson packages must be used within 90 days of purchase. Exceptions may be made for serious injury or illness with a doctor's note. Exceptions may be made for more than 10 weather cancellation days.
- Cancellations must be made 12 hours before your lesson or you will be charged for your lesson.
- Each student is allowed 3 emergency absences a year (student calls or emails in less than 12 hours).
- 3 "no-call, no-shows" will result in removal from the lesson program and forfeit any remaining lessons.
- Please call about your lesson if the temperature is less than 35 degrees, storms are eminent or there are high winds as lessons may be cancelled.
- Late arrivals will forfeit the missed time and cannot be made up.

# *Lesson & Barn Rules*

- Please supervise your children. No running and/or shouting around the horses.
- Pets- for everyone's safety please leave them at home. If they must come out, they must be kept on a leash at all times.
- No bare feet or sandals are allowed around the horses at any time BY ANYONE (rider or non-rider).
- Do not give horses treats without permission.
- Don't put objects/fingers where horse's can bite them.
- No smoking in the barn area or around any hay.
- Clean up after you, your horse, family and friends.
- Never wrap or tie the horse's reins or halter rope to your body in any way when holding or leading a horse.
- Never tie the horse by the bridle or let the reins drag the ground. Horse's can and will injure their mouths.
- Never tie a horse to a stall or gate as they may break and injure the horse.
- No candy or other items are to be in the mouth while riding.
- Remove all objects from pockets before mounting.
- Do not wear loose clothing/jewelry that could flap and scare the horse, or get caught on something.
- All equipment must be returned to its proper place.
- No horses are to be mounted or ridden in the barn
- Never stand directly behind or directly in front of any horse. Be especially careful around more than one horse as one might bite or kick at another and hit you.
- If it is absolutely necessary to walk directly behind a horse, first place a hand on him and let him know you are there first so you don't startle him.
- Do not mount without instructor's permission.
- Be sure equipment is adjusted properly to fit both you and your horse. If you are not sure, ask your instructor.
- If clothing or equipment needs adjustments, dismount. Trying to adjust equipment or clothing while mounted could lead to a bad accident.
- Keep safe distances in between horses to avoid fighting.

## *Frequently Asked Questions*

### **Q. How old do the riders have to be to participate?**

A. Riders must be 7 and older.

### **Q. Are there any other requirements to participate?**

A. Riders 250lbs and over are not permitted unless they provide their own horse. Unfortunately, we currently don't have the horses to accommodate anyone weighing more. Severe allergies to dust, pollen, hay, horses, dogs or cats may also be limiting. We are also not equipped to handle riders with mental and physical disabilities but can refer you to a lesson program that can.

### **Q. When should I arrive for my lesson?**

A. If you are a new student, you will arrive at your lesson time to learn how to catch, groom and ride. As you get comfortable, you may arrive early to catch, groom and tack on your own so that you may ride the full hour.

### **Q. How many lessons does it take till I can jump?**

A. This purely depends upon the rider! Once riders can walk, trot, canter and steer in the two-point position, jumping will be added. However, the more lessons you take a week, the quicker (sometimes exponentially quicker) you will get there.

### **Q. What is my role as a parent? Can I run errands during my child's lesson?**

A. Parental involvement is strongly encouraged. Younger students may be too small to lift heavy saddles, tighten girths, or put a bridle on a large horse. It helps parents prepare for leasing or owning a horse in the future if that is the goal and also helps younger students manage their time more wisely.

### **Q. I want to ride western, do I have to start out English?.**

A. At Starline, all riders begin in an English saddle to learn a better, balanced seat, leg and hand coordination. Riders learn to "direct rein" (steering with both hands) because not all western horses are trained to neck rein. Learning English and western develops a more diversified rider and gives you more options to participate in shows and different activities too!

### **Q. Do I have to participate in shows and other activities?**

A. What you do beyond the regular lesson program is your choice. We try to make a wide variety of activities available and recommend you try them, but it is not mandatory.

### **Q. When will I be ready to lease or purchase a horse or pony?**

A. I recommend that most riders take at least 6 months of lessons, and then begin a lease. The lease will show you if you have the time and interest to own. A year after they start, they should be ready to show, and after at least a 1½ years, purchase if desired. For riders under 9, leasing should only be considered if the parents are willing to stay and supervise the ride.

### **Q. May I work off lessons?**

A. Yes, you may by making prior arrangements in the instructor. You may choose to do this before or after your lesson or you schedule a separate time to work.

### **Q. How can I schedule lessons?**

A. See below.



## ONLINE LESSON SCHEDULING STEP-BY-STEP & FAQ


Online lesson scheduling makes scheduling lessons with Starline Stables easy and convenient.  
Now we can skip the phone tag and get to riding!

**Step 1:** Visit <http://www.Equilesson.com/Starlinestables>. You can also get to this screen on our Facebook page or our website. Click “Create New Account”.

Welcome to Starline Stables

Already Registered with Starline Stables?	New to Starline Stables?	Just Looking?
<p>If you have registered for lessons before and given us your email address, please login below using your email address and password. If you don't remember your password, try the <a href="#">forgot your password</a> button.</p> <p>E-mail: <input type="text" value="admin"/></p> <p>Password: <input type="password" value="*****"/></p> <p><input type="button" value="Login"/> <input type="button" value="Forgot your password"/></p>	<p>If you haven't registered for lessons with Starline Stables before, please press <a href="#">Create New Account</a> to enter your contact information and register for lessons.</p> <p><input type="button" value="Create New Account"/></p>	<p>To search the calendar of lessons, click below. Note: to be able to reserve your spot in lessons with Starline Stables, you will have to <a href="#">Create New Account</a>.</p> <p><input type="button" value="Search for Lessons"/></p>

**Step 2:** Enter your “billing” information to the best of your ability. Please use the email address you check the most. NOTE: We do not use the billing portion of this service.



My Lessons My Account Help

### Enter Billing Info - Who's paying the bill?

First Name: *	<input type="text" value="Elena"/>
Last Name: *	<input type="text" value="Gilbert"/>
Address 1: *	<input type="text" value="234 Wickery Bridge Rd."/>
Address 2:	<input type="text"/>
City: *	<input type="text" value="Mystic Falls"/>
State: *	<input type="text" value="VA"/>
ZIP: *	<input type="text" value="24202"/>
Phone 1: *	<input type="text" value="555-867-5309"/>
Phone 2:	<input type="text"/>
Phone 3:	<input type="text"/>
E-mail: *	<input type="text" value="finestables@gmail.com"/>
Password: *	<input type="password" value="*****"/>
Re-type password: *	<input type="password" value="*****"/>
Additional e-mails:	<input type="text"/>
How did you hear about us? *	<input type="text" value="Google"/>
How did you hear details:	<input type="text"/>
Emergency Contact:	<input type="text" value="Damon Salvatore"/>
Emergency Contact Phone:	<input type="text" value="555-334-4566"/>

\* = required fields

**Step 3:** Enter in student information to the best of your ability so that we can better match you with the appropriate horse and tack. If you have more than 1 child, you will be able to add more later.

Client Info - Who's being scheduled into the lesson?

First Name: \* Jeremy  
Last Name: \* Gilbert  
Sex: \* Male  
Birthday: \* Wed, Jul 8, 1992 [Modify](#)  
Height: 5'4"  
Weight: 110 lbs

Medical Conditions, Allergies, Notes:  
None

Prior Experience:  
A couple of lessons

I have received or will obtain a copy of Starline Stables policies and will take the responsibility to carefully read and follow the rules and policies therein. I understand that Starline Stables does not give credit and/or refunds for services missed due to holiday, vacation, illness, weather, etc. I further understand that there are specific risks of physical or property damages, losses, or injury that may result from my or my child's participation with Starline Stables, and I voluntarily assume the risks associated with such participation.

I accept \*

\* = required fields

[Save](#) [Cancel](#)

**Note:** You will bring the filled out portion of the lesson packet with you to your lesson.

**Step 4:** After the student's information has been saved. You can now schedule a lesson (or add another student).

[My Lessons](#) [My Account](#) [Help](#)

Jeremy has been saved.

Now either:

1. [Search or schedule lessons](#)
2. [Add another client to this account](#)
3. [Go to this account](#)

**Step 5:** Always click "New."

[My Lessons](#) [My Account](#) [Help](#)

Would you like to create a new lesson or add an existing lesson?

[New](#) [Existing](#)

**Step 6 Part 1:** View available times and click on one that works for you. Click “Ok” to remove the bubble so you can see the full calendar

Grey blank boxes are private lessons and are not available.

“Colored” lessons are group lessons that you may join if you possess the skill level required.

White boxes are available time slots that you may click on to schedule.

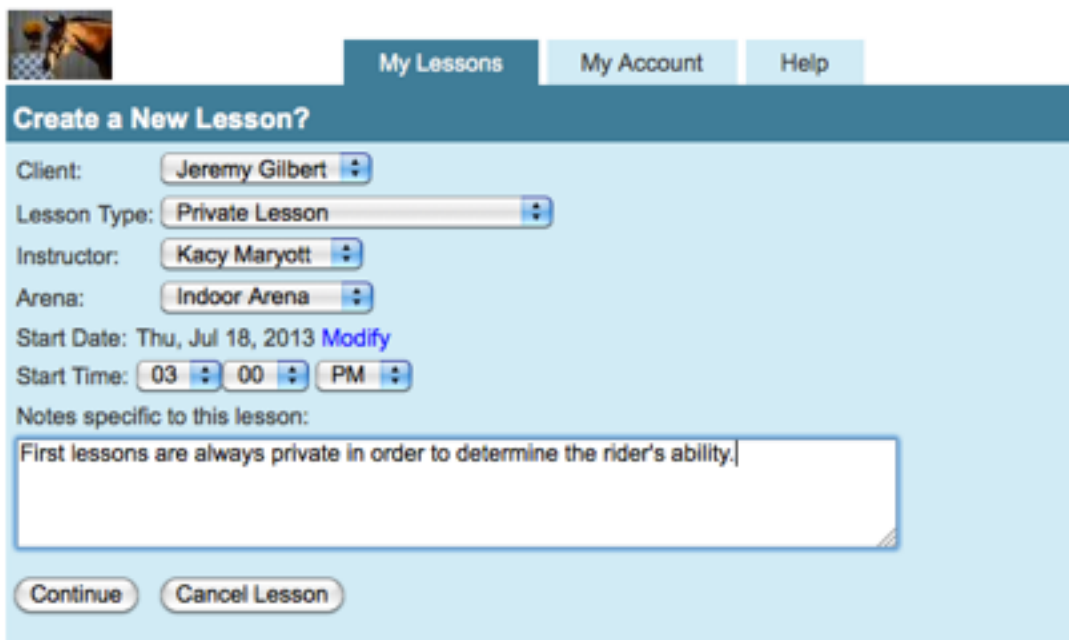
**TIP!**

Are all of your preferred time slots covered in grey boxes? Or do you want to pick a day where your favorite horse is available? Look under “Display” settings to narrow down your search! Maybe that grey box is for a different instructor and you can book your lesson with your instructor after all!

**Example:** If you want a lesson with Kacy, unselect Megan and it will show you times when Kacy is available to teach.

You can also use this **drop down box** to organize colors differently to show different things. If you select instructors, it will show one instructor’s “open” lessons in blue and the other in green.

Step 7 (**Private Lesson**): Once you've selected a private lesson time (white box), select a lesson type and the instructor you want. Don't select an arena type. You may enter notes or questions in the note section and select continue.



My Lessons My Account Help

### Create a New Lesson?

Client:

Lesson Type:

Instructor:

Arena:

Start Date: Thu, Jul 18, 2013 [Modify](#)

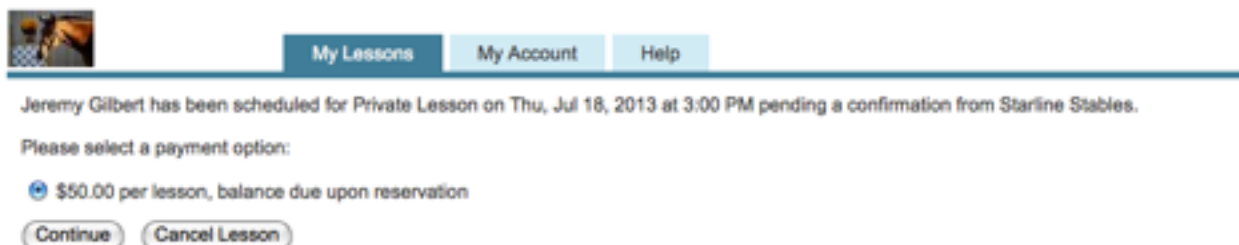
Start Time:

Notes specific to this lesson:

**Tip!**

Common note types are:  
"Lesson 1 of 4"  
or  
"Can I ride Prince or Mirage  
this lesson?"

Step 8: Is basically just a screen letting you know that you've reserved a specific time and it is now pending confirmation. **We do not currently use the billing portion of this service so please ignore billing charges and unpaid comments that you may see.**



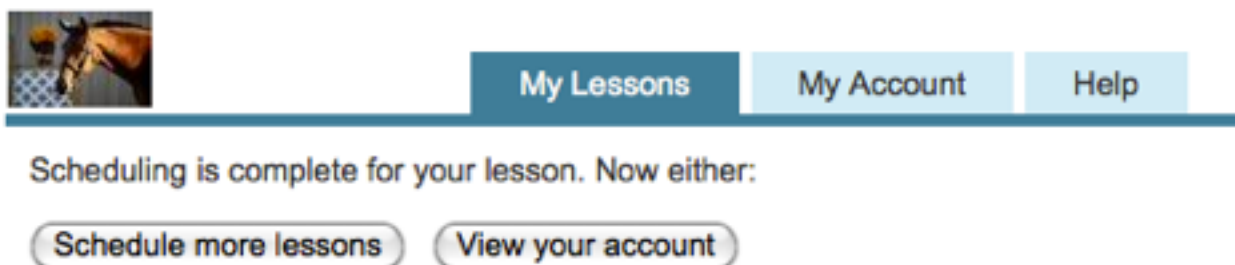
My Lessons My Account Help

Jeremy Gilbert has been scheduled for Private Lesson on Thu, Jul 18, 2013 at 3:00 PM pending a confirmation from Starline Stables.

Please select a payment option:

\$50.00 per lesson, balance due upon reservation

Step 9: You're done! Now you can schedule more lessons, view your account summary or go back to updating your facebook status. **Don't forget to check your email!**

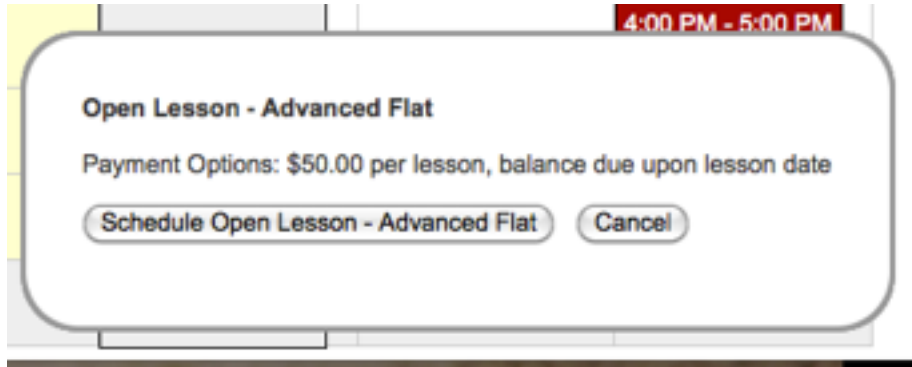


My Lessons My Account Help

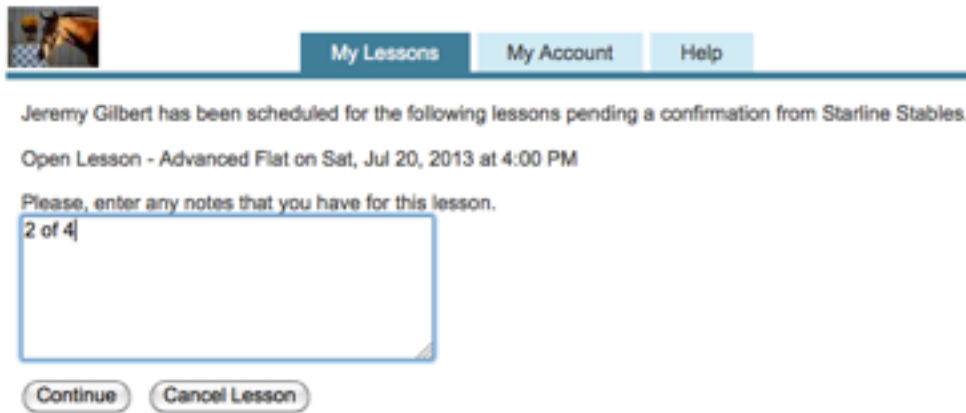
Scheduling is complete for your lesson. Now either:



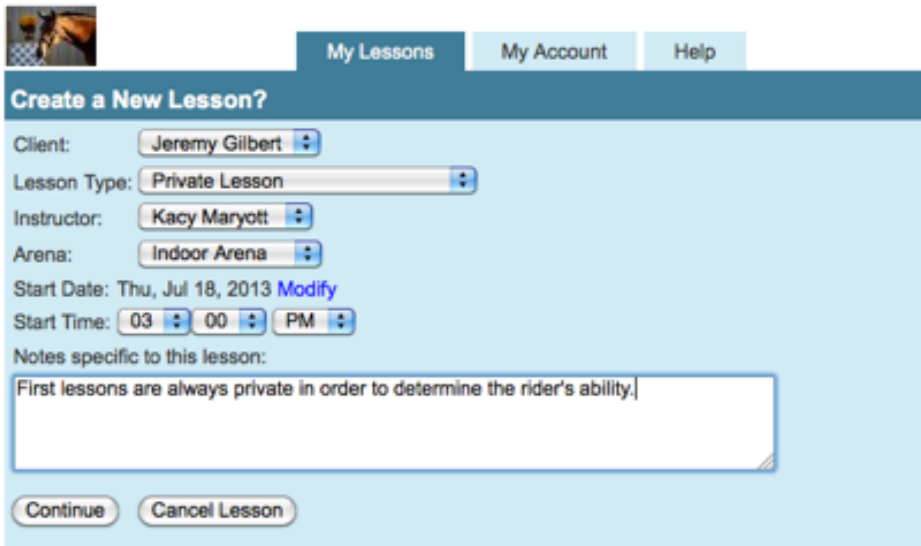
**Step 6 Part 2:** If you see an “open” (group) lesson type that you possess the skills for, you may select it to add yourself (or your child) to that lesson.



**Step 7 (Existing Group):** You don't have to select any details but you can still add notes and then steps 8 and 9 are the same.



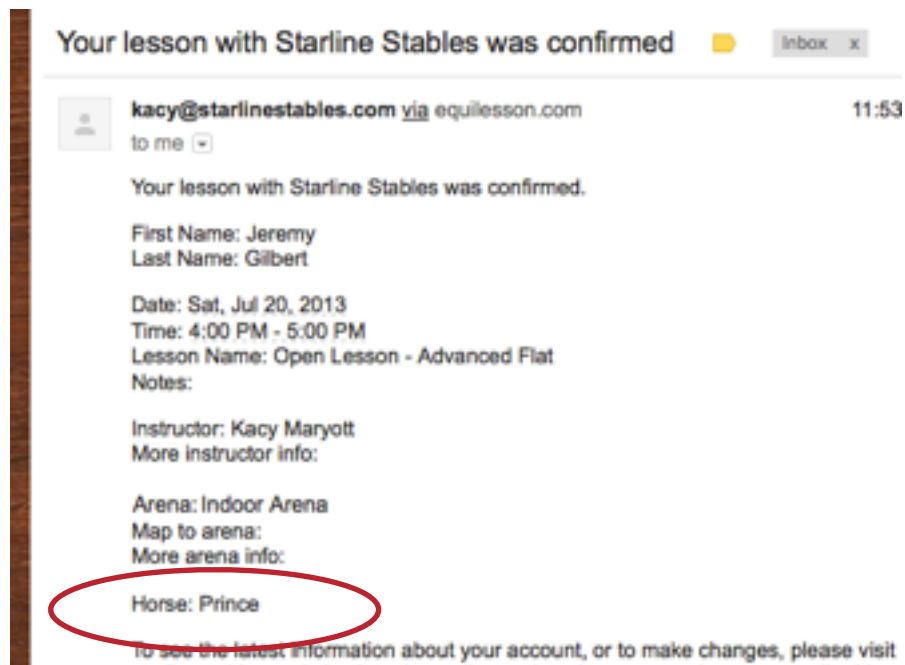
**Step 7 (Create a group “open” lesson):** What if you don't see any open lessons currently scheduled that works with your schedule or riding level? You can create one for other people to join! Simply change the lesson type to “Open” and then whatever level you are in. Then follow steps 8 and 9 above.



**For Example:** Change lesson type to “Open- Jumping 2’6”

**Note:** Just because you create an “Open” lesson, it doesn't guarantee the group lesson rate if no one else joins.

**Step 10:** Check your email. You will receive 2 emails; one that says your lesson is PENDING (delete without opening) and then a **CONFIRMATION** (or denial) email. OPEN the confirmation email because it will tell you which horse you will be riding.



## FREQUENTLY ASKED QUESTIONS

Equilesson is the first online lesson scheduler to cater specifically to equestrian businesses. Because there are so many variables to schedule around (instructors, horses, arenas, group lessons), it makes it difficult to write a program that tailors to our many needs. Although Equilesson lacks a few features, we feel it is by far the best program for our business and we look forward to the many updates to come.

**Q. How can I cancel/reschedule a lesson online?**

A. You may cancel your lesson up to 24 hours prior to your appointment by going to "my lessons".

**Q. Why does it say that I don't possess the skills to join that particular Open lesson?**

A. You may not possess the skills necessary or there is a little hiccup in your skills set on your account. Send your instructor an email and we will add you to the lesson if needed, and make sure we get the problem fixed in the future.

**Q. Why does it say I owe \$\$\$\$ in lessons when I know I'm paid up?**

A. Equilesson doesn't have automatic package pricing yet so it is difficult to use the billing portion of their website and we choose not to use it (yet). Please ignore it for now and keep your fingers cross they improve it.

**Q. My lesson is tomorrow (or today) and I haven't received a confirmation email?**

A. Please call, text, or email your instructor. Sometimes we are waiting on something or someone else and sometimes we plain forget to approve/deny it.

**Q. I purchased a private lesson package but I would like to join a few group lessons. Do I have to pay for those separately?**

A. You can if you'd like to, but generally no. You will earn a credit towards your next lesson package. For 20 or 50 lesson packages, you won't receive a group lesson credit because the prices are already so low.

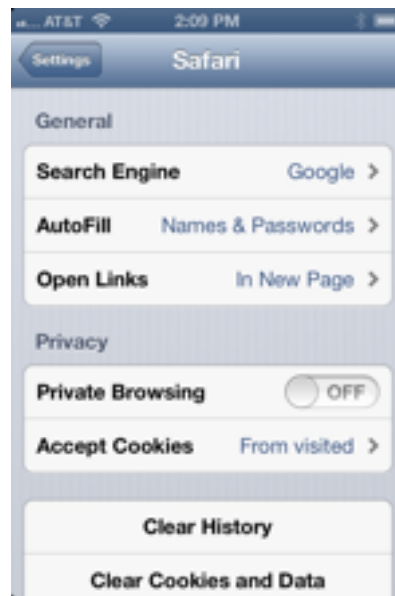
# EASY SCHEDULING FROM YOUR IPHONE

Create your own short-cut so that you can easily schedule lessons via your Iphone.

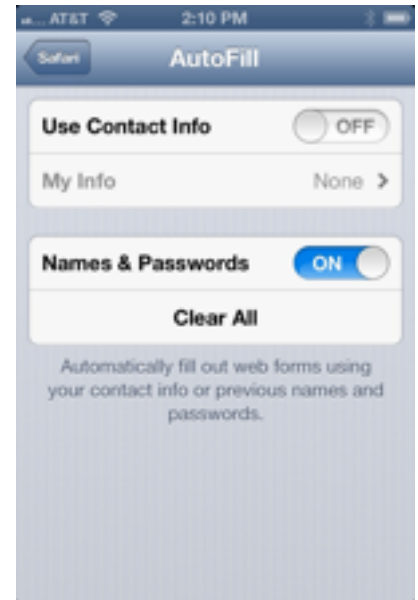
Step 1: Go to settings and select "Safari"



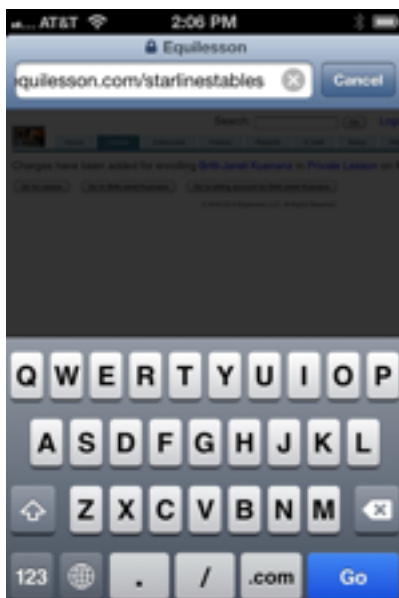
Step 2: Select Autofill.



Step 3: Slide "Names and Passwords" to ON.



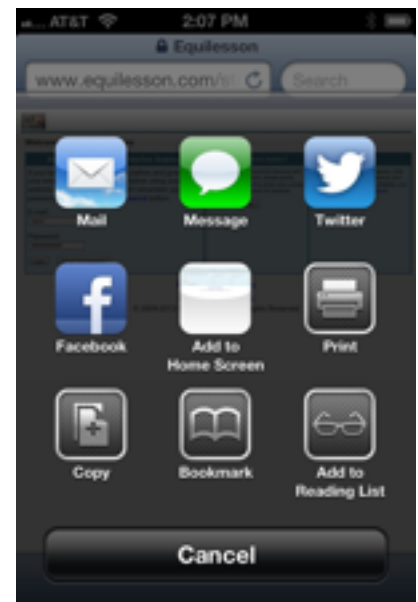
Step 4: Open Safari, and go to [www.equilesson.com/starlinestables](http://www.equilesson.com/starlinestables)



Step 5: Once you're on the main page, select the "send" icon.



Step 6: Select the "Add to Home Screen".



## ASSUMPTION OF RISKS, RELEASE OF LIABILITY, WAIVER OF CLAIMS, AND INDEMNITY AGREEMENT

**BY SIGNING THIS DOCUMENT, YOU WILL WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE**

**UNDER TEXAS LAW (CHAPTER 87, CIVIL PRACTICE AND REMEDIES CODE), AN  
EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO OR THE DEATH OF A  
PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS  
OF EQUINE ACTIVITIES.**

To: Starline Stables (referred to in this agreement as the "Stable")

And to: All property owners (private, federal, provincial, region and municipal)

On my behalf, and on the behalf of any minor children participating in these activities; for which I am legally responsible, I agree to the following:

### **ASSUMPTION OF RISKS**

I am aware and understand that activities involving these horses involve many risks, dangers and hazards, including, but not limited to the following:

- Horses, which are powerful and potentially dangerous animals, may change their behavior at anytime and may without warning, jump, run wildly, buck, kick, bite, or step on people or things;
- Horses may collide with other horses or objects or trip, stumble or fall even if being led, ridden, or attended to;
- Negligence (which means, in general terms, a failure to exercise ordinary or proper care) of other riders, myself or my child's own failure to ride safely, within our ability or within designated riding areas;
- Equipment may fail;
- Weather conditions can change and sometimes be dangerous;
- The nature of the terrain can change and has certain risks associated with it including, but not limited to, exposed natural objects, trees, streams and creeks;
- The activities can sometimes be in remote areas and injuries or illness may occur and it may be a considerable distance to doctors, hospitals, or any other type of assistance;
- Negligence on the part of a property owner and/or the Stable or their staff.

I am also aware that the risks, dangers and hazards referred to above exist throughout the Stable and surrounding areas. I understand and acknowledge that no amount of caution, experience or instruction can eliminate all of the risks involved and I freely accept and fully assume all such risks, dangers, and hazards and the possibility of personal injury, death, property damage and damages or loss resulting there from.

### **RELEASE OF LIABILITY, WAIVER OF CLAIMS AND IDEMNITY AGREEMENT**

In consideration of the Stable providing me or my child with their horse and or other services and permitting me or my child's use of their equipment, and other facilities and the Property Owners providing me or my child with the use of their property (herein after collectively referred to as the "Services"), I hereby agree as follows:

1. TO WAIVE ANY AND ALL CLAIMS that I or my child have or may in the future have against a Property Owner or the Stable, and their directors, officers, employees, agents, representatives and volunteers (all of whom are herein after collectively referred to as the "RELEASEES") and TO RELEASE THE RELEASEES from any and all liability for any loss, damage, injury or expense that I or my child may suffer, or that myself or my child's next of kin may suffer as a result of me or my child's use of the services or due to any cause whatsoever, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE OWED UNDER THE "OCCUPIERS LIABILITY ACT" ON THE PART OF THE RELEASEES;
2. TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES from any and all liability for any damage to the property of or personal injury to any third party resulting from me or my child's use of the services;
3. This Agreement shall be effective and binding upon me or my child's heir, next of kin, executors, administrators, assigns and representatives in the event of me or my child's death or incapacity;
4. This Agreement shall be governed by and interpreted in accordance with the laws of the state of TEXAS; and
5. Any litigation involving the parties this Agreement shall be brought in the state of TEXAS.

In entering into this Agreement, I am not relying upon any oral or written representations or statements made by the RELEASEES other than what is set forth in this Agreement.

I HAVE READ AND UNDERSTAND THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT, FROM THIS DAY FORWARD, I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I, MY CHILD, MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS, ASSIGNS AND/OR REPRESENTATIVES MAY HAVE AGAINST THE RELEASEES.

Date \_\_\_\_\_ Rider/Guardian Signature \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

Riding Experience \_\_\_\_\_

Reason for your visit: (Please Check One)

\_\_\_\_ Lessons \_\_\_\_ Boarding \_\_\_\_ Horse for Sale \_\_\_\_ Arena Rental \_\_\_\_\_ With Friend/Family

(Write who)

**THIS AGREEMENT MUST BE COMPLETED IN FULL, SIGNED AND DATED BEFORE ANY ACTIVITY WITH HORSES MAY BE UNDERTAKEN**

