



Challenge Unlimited Programs at Ironstone Farm

2017

Welcome!

Thank you for your interest in Ironstone Farm. Ironstone Farm is the home of Challenge Unlimited and Ironstone Therapy. Challenge Unlimited offers a variety of therapeutic and recreational riding programs.

We are pleased to enclose an enrollment packet which provides you with information about our unique programs, our services and the necessary forms to register.

Our focus is to help each individual achieve his/her potential through the benefits derived from horseback riding and experiencing the environment of a working farm. For our riders with a diagnosis this is adapted to incorporate therapeutic measures that strengthen muscles, improve balance, coordination and endurance, and lengthen attention span and increase determination and ambition.

Therapeutic riding is beneficial for a variety of clients with and without disabilities. The movement of the horse strengthens the development of fine and gross motor skills and provides sensory input. With this premise in mind, Challenge Unlimited staff develops exercises and a variety of activities to benefit each individual, addressing issues that are not easily addressed in a classroom or clinic, enhancing the movement of the client and stimulating a response.

We ask that at any time you have a question or are not satisfied with any aspect related to the services provided at our facility you will discuss it with us promptly and openly. Misunderstandings and/or lack of communication are obstacles to a continued satisfying and beneficial professional relationship.

We hope the enclosed information answers any questions you may have concerning our programs, policies and procedures. If you have any additional questions or would like to schedule a visit, please give us a call. We look forward to meeting you soon.

Warm Regards,

Silvia Dieckow

Program Director

Paulina Brunelle

Program Coordinator

What to know before scheduling:

Our goal at Ironstone Farm is to provide safe, enjoyable, and engaging recreational and therapeutic riding lessons for every rider at each individual's level. We strive for a safe environment at all times for clients, their families, caregivers, aides, volunteers, staff and our wonderful horses while at Ironstone Farm.

To achieve this goal, we ask families, caregivers, and aides (the responsible person) to supervise their clients or family members at all times when they are on the property. In most instances, this means that the responsible person should maintain a presence nearby and not leave to sit in the car or go off property. If the client, for example, needs to dismount prior to the end of session, the responsible person must be available to walk the client to the car, bench, bathroom or other safe area. If the individual requires assistance with mounting and/or dismounting we reserve the right to ask the responsible person to assist with mounting and/or dismounting under the direction of the Ironstone Farm instructor to ensure a safe and enjoyable experience for all involved. Ironstone Farm may ask, in some cases that the responsible person participate as a side walker, walking alongside. If the responsible person is unable to or unwilling to assist with mounting and/or dismounting, Ironstone Farm may not be able to accommodate the rider. If you have any questions regarding our policies and procedures, please do not hesitate to contact the office.

Our Horses

Ironstone Farm is home to a unique, carefully chosen herd of horses. Horses are schooled by Ironstone Staff to work with riders of all abilities. Although many of our horses are Haflingers, the herd also includes horses from the Suffolk Punch, Paint and Quarter Horse breeds.

Our Staff

All of the riding instructors at Ironstone Farm are licensed by the Massachusetts Department of Agriculture and are participating in ongoing training. Each instructor is certified in CPR and First Aid.

Importance of Proper Clothing

An equestrian helmet (ASTM/SEI approved), long pants, and closed shoes or boots are required for all riders. Sneakers are appropriate for participants in our vaulting and in-hand lessons only. A boot or shoe with a small flat heel with a distinct separation from the sole of the shoe is required for riders in saddles. Open toed shoes, crocs, mules and ballet style shoes are some common examples of inappropriate footwear.

Please check with the Challenge Unlimited Program Director for your appropriate footwear. Ensuring safety is a top priority and riders will not be allowed on the horse unless properly dressed.

Riding and Horsemanship

Riders are asked to check in at the Welcome Center when they arrive. The Welcome Center Receptionist will direct the rider to the location of the lesson and let the rider know which horse he or she will be riding.

Riders scheduled in group lessons may be asked to arrive 15 minutes prior to the start of the lesson to get their horse ready for the lesson.

Any of the lessons may include un-mounted activities such as learning to tack up, grooming and cooling out the horse, and putting tack and lesson-related equipment away, as well as lessons in horse related topics.

Weather and Lesson Locations

Ironstone Farm is open year-round and rarely closes due to weather. Should the Farm close, each rider will be called and a make-up lesson will be scheduled. If the rider cancels and the Farm is open, a make-up lesson cannot be offered.

Lesson location may take place outside in our white ring, the small indoor, the large indoor arena or on the trails. Although every effort is made to allow riders to ride inside in inclement weather, all riders must be prepared to ride outside in all weather conditions. Ironstone Farm highly recommends that the riders dress in layers. Please dress appropriately.

Register for Lessons

Each individual enrolling in the Challenge Unlimited programs must provide the office with a registration form and a current year Emergency Authorization and Release of Liability form (available on-line or in the Ironstone Welcome Center). Any individual with a diagnosis must provide a completed physician's approval form. We also ask that you fill out the requested information on the included evaluation form.

Lessons

Each year, lessons are offered in six blocks of eight or nine weeks: Winter, Early Spring, Spring, Summer, Early Fall and Fall (see Lesson Block Calendar). After the Evaluation, the office will call the client to set up a time that will be his/her regular weekly appointment for the lesson block in accordance with the recommendations made at the time of the evaluation.

For each block of lessons thereafter, registration and payment are required by the due date on the registration form. Ironstone Farm's lessons fill up quickly and we will be able to reserve your time until this date only.

Cancellation and Make-up Policy

Ironstone Farm will be able to offer you two (2) make-up sessions per block for appointments that have been pre-cancelled at the time of registration only. These make-up sessions need to be completed in the same lesson block. We encourage you to call at the beginning of the block to ensure a time convenient for your schedule will still be available. Cancelled lessons not listed on the registration form are not eligible for make-up sessions. However, Ironstone will work with you in case of extenuating circumstances (i.e., hospitalization) as long as any requested paperwork is received during the lesson block in question.

Recreational Riding

Challenge Unlimited offers riding lessons at all levels to individuals without a diagnosis starting at age six.

Therapeutic Riding

Challenge Unlimited offers therapeutic riding lessons to individuals with a diagnosis starting at age three. These lessons are highly individualized to address the client's needs and age. The lessons range from private, in-hand therapeutic lessons in which the rider benefits physically and cognitively from the movement of the horse, the positions changes and age appropriate games and activities, to group lessons with support as necessary, to independent lesson in groups with individuals with and without diagnoses.

Unmounted Sessions

Unmounted sessions are offered and include: Touch Therapy, Equine Exposure (in conjunction with our Arts & Education Center), recreational outings, teen leadership programs, and retreats for cancer survivors and programs for veterans.

Types of lessons

The Evaluation

Every one enrolling in the Challenge Unlimited Programs will begin with a one-half hour evaluation session, after which an appropriate program will be recommended. Please understand that we will need to receive the required forms before scheduling an evaluation.

Private Lesson

Lessons are held in a one-on-one format with rider and instructor for a more concentrated approach in either a half hour or hour-long format. This is the lesson format that can be most adjusted to the client's needs and interests, be it in a therapeutic lesson or for an independent rider who would like to work on a specific skill. These lessons are available on the longe line, in hand, or independent under saddle.

Vaulting lessons

Our vaulting program is a 30 minute private lesson on the longe line. The program allows the rider to develop balance, rhythm, and confidence while the instructor maintains control over the horse. In the vaulting sessions, the rider learns the art of vaulting, which is similar to gymnastics on horseback. Vaulting involves exercises on horseback with a surcingle rather than a saddle. This puts the rider in closer contact with the horse which allows the rider to better feel the movement of the horse. The eight week vaulting curriculum focuses on teaching confidence, rhythm, and balance. These objectives are essential to developing a solid foundation for riding. The skills of grooming and horse care will also be introduced. This is an excellent lesson program for children and many adults who are beginners.

Semi-Private Lesson

Our semi-private lesson is an hour long lesson for two riders. These lessons are often a step towards a group lesson for our beginner riders or an opportunity to get back to horseback riding. The rider must be able to steer independently at the walk and trot before moving into a semi-private lesson. We may ask that riders arrive approximately 15 minutes before their lesson begins, which will allow the time needed for students to prepare their horse before they ride each week. They may be expected to stay 10- 15 minutes after their lesson to care for their horse and put equipment away.

Group Lesson

Our group lesson can accommodate riders at varying riding levels, spanning from therapeutic riding to the independent beginner, just progressing out of the vaulting program or semi-private lesson, to riders riding at an advanced level. The rider may move into a one-hour group lesson when the riding instructor determines the rider is ready. The rider must be able to steer independently at the walk and trot before moving into a group. We may ask that riders arrive approximately 15 minutes before their lesson begins, which will allow the time needed for students to prepare their horse before they ride each week. They may be expected to stay 10- 15 minutes after their lesson to care for their horse and put equipment away.

Friday Night Fun

Friday Night Fun is an adult-only, one-hour group lesson that is offered every other Friday of the block. This is a great way for adults who have prior riding experience to get back into horseback riding. The format encourages a fun, relaxed atmosphere and is often theme-related.

Summer Camp

Challenge Unlimited at Ironstone Farm offers an integrated summer day-camp (morning, afternoon or full-day) for children ages 7-16 with and without a diagnosis. Riders will participate in horsemanship, vaulting, group riding lessons, horse management, teamwork, games, and horse/farm-themed arts and crafts. Ironstone Farm Summer Camp is inspected and licensed by the Andover, MA Dept. of Health and meets the regulations promulgated by the Massachusetts Department of Public Health.



The Challenge Unlimited Program at Ironstone Farm

Other Ways to Get Involved and Enjoy Ironstone Farm

Please Join Us!

Challenge Unlimited Volunteer Program

Challenge Unlimited depends upon the assistance of over 200 volunteers each week. Volunteers lead our horses or side-walk alongside clients to ensure the safety of the rider. If interested, please contact the Volunteer Coordinator. Each interested volunteer will complete a 2.5 hour training workshop where he or she will be introduced to our Ironstone herd and instructed on how to work with our horses and our clients. No experience is necessary. Must be 13 years of age or older.

Challenge Unlimited Feeding Program

Challenge Unlimited offers volunteers the chance to get to know our herd! Feeders are needed for morning feeding and related Farm chores. Please contact the Herd Manager by calling the office for more information.

The Challenge Unlimited Working Student Program

Offered to current volunteers ages 13-18 who have demonstrated their interest through volunteering at Ironstone Farm. The Working Student position is conducted as a first job for students and the skills of customer service, responsibility, follow-through and team work are taught, demonstrated and encouraged. Working Students will be given a work schedule and trained in a variety of equine-related jobs. The Working Student accrues riding lessons and “free” riding time.

Horsemanship Program

Challenge Unlimited offers an 8-week course that provides an overview of the basics of equine understanding, care and management. The Horsemanship Course is a pre-requisite for apprentice instructors at Ironstone Farm preparing for Massachusetts licensure, and an elective for others interested in expanding their knowledge of horses beyond riding. Evening classes are taught by a team of Ironstone Farm staff members who bring varied expertise and perspective for a dynamic program. Classes will be split between lecture and outdoor hands-on activities.

Apprentice Instructor Program

Challenge Unlimited offers an opportunity for people interested in becoming a licensed Massachusetts horseback-riding instructor. The Challenge Unlimited Apprentice program contains practical and classroom instruction that provides a framework to prepare for the Massachusetts Horseback Riding Instructor Test administered by the Massachusetts Department of Agriculture. Sixty apprentice hours (to be completed within six months – one year) are required by the Commonwealth of Massachusetts Department of Agriculture prior to taking the test. These hours are completed through hands-on practical instruction with an Ironstone Farm staff member as mentor. The Challenge Unlimited Horsemanship Program is a required pre-requisite to taking the Challenge Unlimited Apprentice Instructor Program. Apprentices must be 18 years of age or older. Please contact the office for more information on these or any of the programs offered at Ironstone Farm.



Ironstone Farm Safety Regulations

Please read careful

The following regulations have been established for your safety and the safety of all involved in the activities at Ironstone Farm. Please make every effort to abide by them during your time on the premises.

SMOKING: There is **NO SMOKING** allowed on the property of Ironstone Farm.

CHILDREN: Ironstone is a working farm. We must insist that all children, when not involved in a lesson, remain beside their accompanying adult. Running, yelling, or unaccompanied children can create hazardous situations – for themselves, riders, handlers, staff and other visitors at the farm. Please observe - or ask about – designated areas for viewing lessons. If children behave in an unsafe manner, we may ask you to remove them from the premises.

PETS and SERVICE ANIMALS: The animals at Ironstone Farm live in harmony with one another and introduction of a new animal is handled very carefully. Visiting pets will upset this harmony and can be very disruptive creating an unsafe situation. Please leave your pet(s) at home. With regards to service animals, please check with the office before visiting the farm.

TREATS: Our animals are on a routine feeding schedule. Their daily intake is carefully monitored. Treats may be harmful to some animals. Also, handfeeding encourages the animals to bite in search of treats and can be dangerous. Please do not feed the animals. If you would like to bring treats for your favorite Ironstone critter, you may label the treat and it will be included in his/her dinner or breakfast.

PARKING: **Please Park in designated areas only.** Observe the “No Parking” signs and spaces allotted for pick-up and drop-off of clients. Please do not sound your horn/set car alarms while on Ironstone Farm property –sudden loud noises may frighten the animals residing at the farm as well as clients participating in therapy.

UMBRELLAS: Please do not use umbrellas on the property. The odd shape and sudden movement of opening/closing an umbrella can startle our horses.

THE BARN: the upper barn is staff-only area. If you need to reach someone in the Barn office, please call us at 978.475.4056 or ask the Welcome Center to contact us for you.

OBSERVATION: Our instructors and therapists are trained professionals. Please remain outside the teaching area during lessons. You are invited to watch from designated area.

PADDOCK: Only Staff, Working Students and Feeders (all of whom must have Paddock Privileges) are allowed in the Paddocks. *Please, volunteers and visitors are not allowed to enter the Paddocks for any reason.*

We appreciate your patronage. We pledge to offer you the best in quality, horse-related and therapeutic programming. During your time spent with us, we ask that you have respect for the property, the animals and the staff.

Thank you!



2017 Riding Lesson Calendar

Challenge Unlimited

Lessons are conducted in blocks
of 8 or 9 week lessons as listed below

2017 Riding Lesson Blocks

Winter Block	8 weeks	Jan. 2 to Feb. 25
Early Spring Block	8 weeks	Feb. 27 to April 22
Spring Block	9 weeks	April 24 to June 24
Summer Block	8 weeks	June 26 to Aug. 19
<i>Summer Camp (weekly)</i>	<i>8 weeks</i>	<i>June 26 to Aug. 19</i>
Early Fall Block	9 weeks	Aug. 28 to Oct. 28
Fall Block	8 weeks	Oct. 30 to Dec. 23

<u>Lesson type</u>	<u>No. of riders</u>	<u>Rate for current riders (winter & early spring)</u>	<u>Rate per 8-week block</u>	<u>Rate per 9-week block</u>
Private half hour	1 rider	\$380	\$400	\$450
Group, 1 hour	3 to 6 riders	\$300	\$320	\$360
Semi-private, 1 hour	2 riders	\$380	\$420	\$472
Private, 1 hour	1 rider	\$540	\$580	\$652
Friday Night Fun	6 adult riders	\$150	\$160	\$160
Evaluation lesson	1 rider	\$ 40		
<i>Single lessons (when available)</i>		<i>private, half hour: \$60</i>	<i>group, 1 hour: \$50</i>	<i>private, 1 hour: \$85</i>

Ironstone Farm will be closed on the following 2017 holidays: Jan. 1, May 29, July 4, Sept. 4, Nov. 23 and Dec. 25
 If your regularly scheduled lesson falls on one of these holidays, please contact the office for a make-up lesson. The camp week including July 4 will be prorated to a four-day week due to the Independence Day holiday.

Registration/scheduling

Riders requesting a schedule change for the block will be contacted by the office.

Riders continuing with the same schedule as the previous block will not be contacted by the office unless this time is not available for the block.

Cancellation policy

Riders receive the opportunity to pre-cancel two* lessons per block for which a make-up lesson is provided during that same block. Please call the office to schedule make-up sessions at the beginning of the block. Cancellations other than those that are pre-canceled cannot be made-up and are non-refundable.

**Friday Night Fun riders receive one pre-cancel lesson per block.*

Get your registration form via email: If you haven't already done so, we encourage you to sign up for our monthly e-newsletters and receive your registration forms via email. Receive registration reminders and find out about our upcoming events. Please go to IronstoneFarm.org and click on "Join Our Mailing List". By joining this mailing list you will also receive news of all the upcoming events at Ironstone Farm.

**Emergency Authorization, Assumption of Risks & Liability Release Form
Challenge Unlimited, Inc., Ironstone Therapy, Inc. & Ironstone Farm**

**PLEASE READ BOTH SIDES OF THIS AGREEMENT
SIGNATURE REQUIRED ON THE REVERSE**

*Client Name: _____ *Gender: M F *DOB: _____ *Height: _____ *Weight: _____

The Client (myself, child/ward) **DOES** or **DOES NOT** have a diagnosis or disability*. *Required Fields

Client Address: _____ City: _____ State: _____ Zip: _____

Phone# Home: _____ Client Email: _____

Client Cell Phone: _____ Preferred Contact with phone: _____

Parent 1 Spouse Guardian Name: _____ Phone #: _____

Parent 2 Spouse Guardian Name: _____ Phone #: _____

Parent 1 Spouse Guardian Email: _____ Parent 2 Email: _____

Or: Group Home Contact Name: _____ Phone #: _____

Name & Phone# of Employer (Client): _____

Name & Phone# of Employer (Parent 1 Spouse): _____

Name of Phone # of Employer (Parent 2) _____

Emergency Contact Information

Name: _____ Relationship: _____ Phone #: _____

Primary Care Physician Name: _____ Phone #: _____

Person (s) responsible for payment arrangements: _____

Address: _____ City: _____ State: _____ Zip: _____

Third party payer contact name: _____ Phone#: _____

Describe any medical condition or allergy requiring special precautions, and any medication and dosage:

PLEASE READ THE FOLLOWING PARAGRAPHS CAREFULLY

Inherent Risk / Assumption of Risks. I/We acknowledge that: Risks, conditions and dangers are inherent in (meaning an integral part of) horse/equine/animal activities, regardless of all feasible safety measures which can be taken, and I agree to assume them. The inherent risks include, but are not limited to any of the following: the propensity of an animal to behave in ways that may result in injury, harm, death or loss to persons on or around the animal; the unpredictability of an equine's reaction to sounds, sudden movement, unfamiliar objects, persons or other animals; hazards, including but not limited to, surface or subsurface conditions, a collision, encounter and/or confrontation with another equine, another animal, a person or an object; the potential of an equine activity participant to act in a negligent manner that may contribute to injury, harm, death, or loss to the participant or to other persons, including but not limited to, failing to maintain control over an equine and or failing to act within the ability of the participant. If a horse is frightened or provoked it may divert from its training and act according to its natural survival instincts which may include, but are not limited to, stopping short; spinning around; changing directions and or speed at will; shifting its weight; bucking; rearing; kicking; biting; and or running from danger. I/We also acknowledge that these are just some of the risks and I/We agree to assume others not mentioned above. I/We am (are) not relying on Challenge Unlimited, Inc., Ironstone Therapy, Inc. and/or Ironstone Farm to list all possible risks for me.

Emergency Authorization, Assumption of Risks & Liability Release Form
Challenge Unlimited, Inc., Ironstone Therapy, Inc., & Ironstone Farm

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Liability Release. I/We agree that: in consideration of allowing my participation in the activities of Challenge Unlimited, Ironstone Therapy and/or Ironstone Farm, I, the student, client or volunteer, for myself and on behalf of my child and/or legal ward, heirs, administrators, personal representatives or assigns, do agree to release, hold harmless, and discharge Challenge Unlimited, Inc., Ironstone Therapy, Inc. and Ironstone Farm, its employees, agents, independent contractors, officers, directors, claims, demands, causes of action and legal liability, whether the same be known or unknown, anticipated or unanticipated, due to ordinary negligence or legal liability; and I do agree to release any claims, demands, legal actions and causes of action, against Challenge Unlimited, Inc., Ironstone Therapy, Inc. or Ironstone Farm, and its employees, agents, independent contractors, officers, directors, representatives, assigns, members, and insurers, for any damages due to bodily injury and/or death and/or property damage, sustained by me and or my minor child or legal ward in relation to the premises and operations herein, including, but not limited to, riding, driving, training, handling or otherwise being near or around horses owned, leased or boarded by Challenge Unlimited, Inc., Ironstone Therapy, Inc., or Ironstone Farm.


*****WARNING*****

Under Massachusetts law, an equine professional is not liable for injury to, or death of, a participant in equine activities resulting from the inherent risks of equine activities, pursuant to Section 2D of Chapter 128 of the Massachusetts General Laws.

In case of a medical emergency, efforts will be made to notify parent(s)/guardian(s). In the event that parent(s)/guardian(s) cannot be reached, the undersigned authorizes Challenge Unlimited, Inc., Ironstone Therapy, Inc., and/or Ironstone Farm, to provide such medical assistance as they determine to be necessary.

The undersigned authorizes any licensed physician and/or medical facility to provide any medical/surgical care and/or hospitalization for the client, including anesthetic, which they determine necessary or advisable, pending a receipt of specific consent from the undersigned.

Weight Limits. Weight limits are important for the safety and wellbeing of both horses and riders. Please be accurate when disclosing the client's current weight on our registration form. Limits are: 200 lbs. for ponies and smaller horses and 225 lbs. for larger horses. Notwithstanding the above, Management reserves the right to adjust program options and/or to restrict client participation based on weight and weight distribution.

Photo Release: I/We hereby consent to and authorize the use and reproduction by Challenge Unlimited, Inc., Ironstone Therapy, Inc., and/or Ironstone Farm of any and all photographs and any other audiovisual materials taken of me/my child/my ward for promotional material, educational activities, and exhibitions or for any other use for the benefit of the program.  Opt out: No, I do not consent. _____

I would would not be willing/able to assist with my child's/ward's lesson if additional staff/volunteers are not available. (Please check one)

I/We represent that I/We have read this entire agreement (consisting of two pages) and in particular the sections labeled Inherent Risk/Assumption of Risks, Liability Release and Warning. I/We also represent that I/We have read and understand the Policies, Procedures and Safety Regulations for the Programs held at Ironstone Farm.

Date: ____/____/____

Signature (Parent/Guardian must sign for all clients under the age of 18).



New Rider Evaluation

Parent/Guardian or Student: Please complete this top section and the questions on the reverse, if applicable. Please do not leave any information blank. Unless otherwise noted, payment needs to be made at the time of Evaluation (\$40.00). Thank you.

Client Name: _____ **Age:** _____

Street Address: _____ **Tel:** _____

City, State, Zip: _____

Client Availability for Lesson (Days & Times): **1st choice** _____

2nd choice _____ **3rd choice** _____

PLEASE TURN OVER AND COMPLETE QUESTIONS ON REVERSE

Instructor completes this section: **Date:** _____

Instructor Name: _____ **Name of Horse:** _____

Rider Level: **Assisted** **Number of Volunteers Needed:** _____

Independent beg interm adv

Type of Lesson:

Group Semi Private 1/2hour Private 1 Hour Private

Equipment/ Tack: _____

Mounting requirements: _____

Evaluation Notes:

Goals:

For office use only:

ER: _____ PA: _____ Additional forms: _____

Height: _____ Weight: _____ Called to confirm: _____

Amount Due: _____ Payment method: cc: ___ cash: ___ check #: _____

Scheduling: _____ QB: _____ CIF: _____



In order to assist us with creating an appropriate lesson plan for all riders, please answer the following questions:

1. What are the goals you would like to work on while participating?

2. Are you /rider comfortable working with and around horses?

For an individual with a diagnosis or disability:

3. Is your son/daughter non-verbal? Yes No Limited

If your son/daughter is non-verbal or has limited communication abilities, how do you communicate with him/her? Example: ASL, Communication Boards, Other.

4. Does your son/daughter respond best to “choice-making” and if so, what tools help him/her to choose?

5. What types of “tools” assist your son/daughter? Examples: Visual Schedules, Token Boards, Icons, Other.

6. How does your son/daughter handle changes in routines?

7. If applicable, what type(s) of de-escalating behaviors work best with your son or daughter?

8. Are there triggers (words, phrases or activities) that might bring on unwanted behavior?

9. Is there anything else you would like to share with us?

(rev. 11.16)