



Welcome to the MCC Highlander Ranch Riding Program!

We are so pleased that you have developed an interest in the exciting sport of Horseback Riding. Whether you are involved with horses for your own pleasure or because you have dreams of competition in your favorite discipline you have come to the right place. Here at Highlander Ranch we have private and Semi-private lessons in Western and English disciplines for the beginner to advanced riders.

As a participant there are a few things you should be excited about. We have affiliated ourselves with CHA. CHA (Certified Horsemanship Association) was founded in 1967 and is the oldest association of its kind in the industry. "The mission of CHA is to promote excellence in safety and education internationally, for the benefits of individuals and group riding programs." To learn more about this wonderful organization go to their website at www.cha-ahsa.org. Together our riding instructors bring many years of instruction and competition experience to our program.

In order for our program to run smoothly there a few policies we have set in place.

Registration

1. To register for lessons please thoroughly review this registration package.
2. Once you have spoken with the Manager, Equine Programs you will be contacted by one of our instructors to arrange mutually agreeable dates and times for lessons.
3. The instructor will notify the office with the Dates/Times. The office will then contact you to obtain your completed registration forms. ***Payment instructions will be emailed to you when the Student is registered.***
4. All riders must sign a rider release, if rider is under 18 the release must ***ALSO*** be signed by their parent or guardian.
5. A minimum of two (2) lessons are REQUIRED to be booked monthly. Your Lessons Schedule must be submitted to the office by your instructor no later than the 20th of the month PRIOR. Payment will be due by the last day of the month. *[Failure to register for your lesson spot by the 20th of the month prior or to pay by the last day of the month will open it up for another student. Please be aware that the 20th is now a "hard stop" date and you must be scheduled with your instructor by that date and pay by the last day of the month if you want to ride the following month.]*

Dress Code

1. Long pants/Jeans must be worn for all lessons.
2. Closed toed, smooth soled shoes with a heel must be worn. Boots designed for equestrian use are the best.
3. ***All riders under the age of 18 or riders using MCC owned or leased horses must wear a helmet.*** MCC has loner helmets. If you wish to purchase your own it must meet or exceed ASTM (F1163-88)/SEI certified safety standards. Please note that helmets expire within three years of purchase. Your instructor can advise you on locating a vendor to purchase a helmet.
4. Long hair must be tied back away from the face and off the neck.

Absence/Tardy Policy

1. Inclement weather will not cancel a riding lesson unless MCC is closed. Under CHA guidelines we will teach all aspects of horsemanship which include ground lessons as well as mounted lessons.
2. If an individual student misses a group lesson, the student will not be given a make-up lesson.
3. If a lesson is to be cancelled due to unforeseen circumstances, your instructor will contact you at the numbers provided on your registration sheet.
4. If you are tardy to a group lesson and the other students in the class are already in the arena you may observe the lesson and participate in any ground lessons that may be taught that day. There will be no refunds or make-ups for lateness.
5. ***If you are enrolled in a lesson, a minimum of 24-hour notice is required for cancellation, upon cancellation the lesson will be rescheduled at a time that is convenient to the student and the instructor. Make-up lessons must be made up in the same month in which the original lesson was to be given or within the FIRST TWO WEEKS of the following month.*** Refunds will not be permitted.
6. If you are more than 20 minutes tardy to a private lesson we will consider you a no show. No refunds or make-ups will be given for no show lessons. If you are less than 20 minutes late you will be able to take the lesson but the lesson will still end at the regularly scheduled time.

Parents, you are welcome to stay and observe your child's lesson. In order to provide the best learning opportunity for your child we ask that you not interfere with the lesson by addressing your child or the instructor during the scheduled lesson time. Please remain in the observation area during the grooming and saddling part of the lesson. Parents are not allowed in the barn. If you have any questions, please feel free to meet with the instructor before or after the lesson.

We want you and/or your child's equine experience to be a positive one. The Highlander Ranch staff is here to make sure that happens. If we can answer any questions please don't hesitate to call.

Thank You,
Aimee Edwards
254-299-8553

I, _____, have fully read and understand the above policies and procedures of the riding program at Highlander Ranch and agree to abide by the rules and policies.

Signature of Parent/Student

Date

RIDING INSTRUCTION AGREEMENT AND LIABILITY RELEASE FORM (Sept, 2014)
FOR INDIVIDUALS PARTICIPATING IN RIDING LESSON/CLASSES/CAMPS

This form must be completed by and for each participant

MCLENNAN COMMUNITY COLLEGE

1400 COLLEGE DRIVE, WACO, TX 76708

PLEASE READ CAREFULLY BEFORE SIGNING

SERIOUS INJURY MAY RESULT FROM YOUR PARTICIPATION IN THIS ACTIVITY.

MCC DOES NOT GUARANTEE YOUR SAFETY.

1. **REGISTRATION OF RIDERS AND AGREEMENT PURPOSE** In consideration of the payment of a fee and the signing of this agreement, I, the following listed individual, and the parent of legal guardian thereof if a minor, do hereby voluntarily request and agree to participate in riding instruction as a student at MCC Highlander Ranch, and that this student will ride a school horse supplied by MCC Highlander Ranch for instructional purpose, today and on all future dates.

RIDER NAME	AGE (if under 21)	WEIGHT Over 225 lbs	HORSE RIDING EXPERIENCE
		___ YES ___ NO	___ BEGINNER (under 10 hrs) ___ OVER 10 HOURS
Does the rider have a physical or mental condition, which may affect his/her safety and ability to ride a horse, of which we should be aware? YES NO (circle one) If "yes", how can we help this rider with his/her needs?			

2. **AGREEMENT SCOPE AND TERRITORY AND DEFINITIONS** This agreement shall be legally binding upon me the registered student, and the parents or legal guardians thereof if a minor, my heirs, estate, assigns, including all minor children, and personal representatives; and it shall be interpreted according to the laws of the state of Texas. Any disputes by the rider shall be litigated in and venue shall be in McLennan County, Texas. If any clause, phrase, or word is in conflict with state law, then that single part is null and void. The term "HORSE" herein shall refer to all equine species. The term "HORSEBACK RIDING" herein shall refer to riding or otherwise handling of horses, ponies, mules, or donkeys, whether from the ground or mounted. The terms 'STUDENT' and/or 'RIDER' shall herein refer to a person who rides a horse mounted or otherwise handles or comes near a horse on the ground. The terms 'I', 'ME', 'MY' shall herein refer to the above registered student rider and the parents of legal guardians thereof if a minor.

3. **ACTIVITY RISK CLASSIFICATIONS** I UNDERSTAND THAT: Horseback riding is classified a RUGGED ADVENTURE RECREATIONAL SPORT ACTIVITY, and that there are numerous obvious and non-obvious inherent risks always present in such activity despite all safety precautions. According to NEISS (National Electronic Injury Surveillance Systems of United States Consumer Products) horse activities rank approximately 64th among the activities of people relative to injuries that result in a stay at U.S. hospitals. Horseback riding and/or the handling of horses or other equine species may result in accidents that may result in injury or death Related injuries can be severe requiring more hospital days and resulting in more lasting residual effects than injuries.

4. **NATURE OF MCC HIGHLANDER RANCH'S SCHOOL HORSES** I UNDERSTAND THAT: MCC HIGHLANDER RANCH chooses its school horses for their calm dispositions and sound basic training as is required for use for STUDENT RIDERS, and MCC HIGHLANDER RANCH follows a rigid safety program. Yet, no riding horse is a completely safe horse. Horses are 5 to 15 times larger, 20 to 40 times more powerful, and 3 to 4 times faster than a human. If a rider falls from horse to ground it will generally be at a distance from 3 1/2 to 5 1/2 feet and the impact may result in injury or death to the rider. Horseback riding is the only sport where one much smaller, weaker predator animal (human) tries to impose its will on, and become one unit of movement with, another much larger, stronger prey animal with a mind of its own (horse) and each has a limited understanding of the other. 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: Changing directions or speed at will; Shifting its weight; Bucking; Rearing; Kicking; Biting; or Running from danger.

5. **RIDER RESPONSIBILITY** I UNDERSTAND THAT: Upon mounting the horse and taking up the reins the rider is in primary control of the horse. The rider's safety largely depends upon his/her ability to carry out simple instructions and his/her ability to remain balanced aboard the moving animal. I agree that the rider shall be responsible for his/her own safety, including that of an unborn child, if the rider is pregnant. Pregnant women should only ride horses under the advice of their physician. MCC HIGHLANDER RANCH advises pregnant women not to ride horses.

6. **CONDITIONS OF NATURE AND INSPECTION OF PREMISES:** I UNDERSTAND THAT: MCC HIGHLANDER RANCH is NOT responsible for total or partial acts, occurrences, or elements of nature that can scare a horse, cause it to fall, or react in some other unsafe way.

SOME EXAMPES ARE: Thunder, lightning, rain, wind, wild and domestic animals, insects, reptiles, which may walk, run, or fly near, or bite or sting a horse or person; and irregular footing on out-of-door groomed or wild land which is subject to constant change of condition according to weather, temperature, and natural and man-made changes in landscape, public and private roadways, other riders, walkers or bikers, areas of heavy traffic motorized and not motorized vehicles. The rider and parent or legal guardian have inspected MCC HIGHLANDER RANCH'S facilities' and

(Cont'd from Paragraph 6 above)

are satisfied that all premise conditions are reasonably safe for rider's intended purpose, usage, and presence upon MCC HIGHLANDER RANCH'S PREMISES.

7. **SADDLE GIRTHS/NATURAL LOOSENING** I UNDERSTAND THAT: Saddle girths (saddle fasteners around horse's belly) may loosen during a ride. If a rider notices this he/she must alert the riding instructor as quickly as possible so action can be taken to avoid slippage of saddle and a potential fall from the animal.

8. **ACCIDENT/MEDICAL INSURANCE** I AGREE THAT: Should emergency medical treatment be required, I and/or my own accident/medical insurance company **shall pay for all** such incurred expenses. My accident/medical insurance company is _____ and my policy number is _____.

I understand that MCC provides no insurance which would pay for medical treatment arising from participating in this program.

9. **PROTECTIVE HEADGEAR WARNING** I AGREE THAT: I for myself and on behalf of my child and/or legal ward have been fully warned and advised by MCC HIGHLANDER RANCH that protective headgear which meets or exceeds the quality standards of the SEI CERTIFIED ASTM STANDARD F 1163 Equestrian Helmet, should be worn while riding and being near horses and I do understand that the wearing of such headgear at these times may reduce severity of some of the wearer's head injuries and possibly prevent the wearer's death from happening as the result of a fall and other occurrences.

10. **GENERAL CONDUCT POLICY** I AGREE THAT: I for myself and on behalf of my child and/or legal ward to obey the MCC General Conduct Policy and the MCC Highlander Ranch Rules which can be found on the MCC website, www.mclennan.edu (Key search words "General Conduct Policy") specifically, no smoking, dogs are not allowed, speed limit is 15 MPH and turn off unused lights.

Failure to follow these policies and rules may result in dismissal from the class.

11. **LIABILITY RELEASE** I AGREE THAT: In consideration of MCC HIGHLANDER RANCH allowing my participation in this activity, under the terms set forth herein, I, the rider, for myself and on behalf of my child and/or legal ward, heirs, administrators, personal representatives or assigns, do agree to hold harmless, release, and discharge MCC, it's agents, employees, officers, directors, representatives, assigns, members, owners of premises and trails, and others acting on its behalf (hereinafter, collectively referred to as "associates"), of and from all claims, demands, causes of action and legal liability, whether the same be known or unknown, anticipated or unanticipated, arising from, relating to or growing out of my and/or my child or wards participation in the MCC HIGHLANDER RANCH program of Horseback Riding and Equine Activity, and I do further agree that I shall not bring any claims, demands, legal actions and causes of action, against MCC and ITS ASSOCIATES as stated above in this clause, for any economic and non-economic losses due to bodily injury, death, property damage, sustained by me and/or my minor child or legal ward in relation to the premises and operations of MCC HIGHLANDER RANCH, to include while riding, handling, or otherwise being near horses owned by or in the care, custody and control of MCC HIGHLANDER RANCH, whether on or off the premises of MCC HIGHLANDER RANCH.

All Riders and Parents or Legal Guardians must sign below after reading this entire document:

Under Texas Law (chapter 87, civil practice and remedies code) An Equine professional is not liable for any injury to or death of a participant in equine activities resulting from the inherent risks of equine activities

WARNING

SIGNER STATEMENT OF AWARENESS

I/we the undersigned, have read and do understand the foregoing agreement, warnings, release and assumption of risk. I/we further attest that all facts relating to the applicants physical condition, experience, & age are true and accurate.

_____	_____	_____
PRINT NAME OF RIDER	SIGNATURE OF RIDER	DATE
For _____		_____
SIGNATURE OF PARENT/GUARDIAN (FOR MINOR RIDER/STUDENT)	MINOR NAME (Please print)	DATE
ADDRESS OF PARENT OR GUARDIAN _____	HOME PHONE _____	
STREET ADDRESS _____		
CITY _____	STATE _____	ZIP _____
		CELL PHONE _____

McLennan
Community
College



Public Information Office

1400 College Drive • Waco, TX 76708

Phone: 254-299-8719

Fax: 254-299-8556

www.mclennan.edu

Date: _____

I, _____, give my permission to McLennan Community College to use my photograph as needed for advertisements, publications, reports, Web pages and other informational pieces.

Print name: _____

Signature: _____

Address: _____

Phone number: _____

E-mail address: _____

McLennan Community College Medical Information

(February, 2015)

Rider's/Student's Name _____

Student's Date of Birth: _____

List known allergies:

List all medications (prescription and OTC) the student is currently taking:

****Important** MCC Highlander Ranch Staff do not administer any medication at the Highlander Ranch. Do not send any medication or over the counter product with your child. If there is a medical necessity that your child carries emergency medication, please discuss this with the Camp Director prior to enrolling your child in camp.**

Please list any other medical information that might crucial in dealing with an emergency situation. For example: recent surgery, asthma, heat stroke, allergic to animal fur etc.

Student/Rider's Physician _____ Phone # _____

Dentist _____ Phone # _____

Hospital _____ Phone # _____

Emergency Contact Phone Number(s)

Parent(s) or Guardian Name: _____

Phone(s) # Home _____ Work _____ Cell _____

Emergency Contact (other than parent) _____

Phone(s) # Home _____ Work _____ Cell _____

Name of individual completing this form _____ Relationship to student/
rider _____

Phone, if different, from above _____ Alternate Phone _____

Date completed _____

MCC Highlander Ranch Rules

(February, 2015)

1. Be courteous and respectful to all other riders.
2. All individuals under the age of eighteen years old are required to wear an **SEI CERTIFIED ASTM STANDARD F 1163 or later** approved riding helmet when mounted.
3. Helmets must be worn when mounted or when lunging a McLennan Community College Highlander Ranch lesson horse. Anyone eighteen years or older taking a lesson on their own personal horse who does not choose to wear a helmet must have a signed helmet waiver on file. McLennan Community College recommends that helmets meeting **SEI CERTIFIED ASTM STANDARD F 1163 or later** be worn for all equestrian activities. **ALL JUMPING ACTIVITIES REQUIRE HELMETS** be worn by any and all riders.
4. Horses are not to be ridden in a reckless manner.
5. Horses may not be turned loose in the arena(s).
6. Keep the arena fences clear for riding. No horses are to be tied to the arena fence.
7. Riders/visitors may not remain in the arena while scheduled lessons are being taught.
8. MCC Staff may excuse any person and horse from the arena or the Highlander Ranch, if their behavior proves to be a risk for other riders, guests or themselves.
9. Gate cards work from 8:00 am – 8:00 pm seven days a week. Boarders are permitted to enter only in the stated hours unless prior permission is obtained from Barn Manager.
10. Boarders are permitted **on** the Ranch from **8:00AM until 10:00 PM** unless prior permission is obtained from Barn Manager.
11. Boarders should turn off lights when they are finished using that area.
12. Smoking is not allowed anywhere on the Highlander Ranch. All smoking materials must be fully extinguished before entering the property.
13. No alcoholic beverages or illegal drugs are allowed on MCC or Ranch Property. Individuals under the influence of alcohol or drugs are not allowed on Highlander Ranch property and must not partake in equestrian activities.
14. Keep the aisles clean of tack, brushes, personal belongings and refuse. Hoof pickings, trash or manure must be deposited in the appropriate trash receptacle. Boarders are responsible to clean up after their horse.
15. All vehicles must be parked in the designated parking area located at the front of the indoor arena.
16. **The speed limit on the Highlander Ranch is 15 MPH.**
17. Trailers should be parked in the designated area near maintenance facility. The area behind the barn is for loading and unloading purposes only. Unattended vehicles or trailers parked behind the barn may be ticketed, towed or impounded.
18. Visitors/boarder and guests must check in at the office and sign a release if they will be entering the arena, barn, paddocks or pastures.

19. Abusive behavior or language toward staff, tenants or other boarders or any animal will not be tolerated.
20. Owners may not handle any horse other than their own or an animal they have leased without written permission on file from owner of said horse.
21. Boarders are asked not to feed any horse. Feeding any horse outside of the normal feeding period can cause colic. If there are questions or concerns about the Ranch feeding policy, please contact the Barn Manager.
22. Do not give treats to any horse other than your own unless written permission is on file with the stable. Horses may have stomach problems aggravated by some treats.
23. No running or yelling in the barn or surrounding area. The stable cannot be responsible for any injury, accident and/or death associated with scaring or spooking an equine due to inappropriate behavior or misbehavior.
24. No private or boarder vehicles in the barn. Only authorized vehicles are allowed in the barn.
25. A suitable lead rope and serviceable halter must be used when tying a horse. Tacking stalls are available and the use of these stalls is recommended.
26. Tack should always be inspected for condition and appropriateness before use. The Highlander Ranch/MCC does not inspect nor assume any responsibility for non-Ranch owned tack.
27. Always wear safe closed toe shoes and appropriate clothing when visiting the Ranch.
28. All injuries, accidents, and damages must be immediately brought to Highlander Ranch staff's attention. If a staff member is not present call the Barn Manager (299-8736) or MCC Police (299-8911).
29. 911 phones are located next to the feed room in the stall barn and under the stairs in the covered arena. A "**FOR HUMAN USE ONLY**" first aid kit and AED (Automatic External Defibrillator) is available near the feed room. **DO NOT USE THESE ITEMS TO TREAT ANY HORSE.** Advise the Barn Manager if you have used anything in the kit.
30. No one under the age of 18 may jump unless under the direct supervision of an MCC instructor or a qualified adult who has legal authority and responsibility to supervise the minor. Except for MCC Ranch Riding Instructors, neither MCC nor the Highlander Ranch warrants the qualifications of any individual who is giving advice or instruction to any student/rider concerning equestrian riding activities.
31. **Pets are not allowed anywhere at the Highlander Ranch.** Pets may spook a horse even if they are restrained or secured in a vehicle.
32. All boarders, guests, spouses, visitors are required to follow MCC's General Conduct Policy which may be viewed at www.mclennan.edu



(June 2016)

HELMET WAIVER

McLennan Community College and Highlander Ranch policy require all riders under the age of 18 years old to wear an **SEI CERTIFIED ASTM STANDARD F 1163 or later Equestrian Helmet while participating in any and all equestrian activities sponsored or not sponsored by McLennan Community College or the Highlander Ranch.**

McLennan Community College and Highlander Ranch policy require ALL riders to wear an **SEI CERTIFIED ASTM STANDARD F 1163 or later Equestrian Helmet while participating in any and all **JUMPING** equestrian activities sponsored or not sponsored by McLennan Community College or the Highlander Ranch.**

McLennan Community College and Highlander Ranch policy strongly advise riders 18 or older to wear an **SEI CERTIFIED ASTM STANDARD F 1163 or later Equestrian Helmet while participating in any equestrian activities sponsored or not sponsored by McLennan Community College or the Highlander Ranch.**

Riders 18 years of age and older, who voluntary choose not to wear an approved helmet while participating in non-jumping activities or McLennan Community College or the Highlander Ranch sponsored activities must read and sign the following: (Note show or clinic rules may require all participants to wear an approved helmet.)

I AGREE THAT I have been fully warned and advised by MCC HIGHLANDER RANCH that protective headgear which meets or exceeds the quality standards of the SEI CERTIFIED ASTM STANDARD F 1163 or later Equestrian Helmet, should be worn while riding or being near horses and I do understand that the wearing of such headgear at these times may reduce severity of some of the wearer's head injuries and possibly prevent the wearer's death from happening as the result of a fall or other occurrence.

I have been offered a protective riding helmet which could prevent severe injury or death in the event of any accident.

I WILL WEAR A HELMET:

*It is my stated intention to always wear an **SEI CERTIFIED ASTM STANDARD F 1163 or later** approved equestrian helmet while participating in equestrian activities. In the event that I do not wear an approved **SEI CERTIFIED ASTM STANDARD F 1163 or later** equestrian helmet while riding or involved with equestrian activities I understand and accept the increased risk for injury or death that I am voluntarily placing myself in. _____ (initial).*

-OR-

I WILL NOT WEAR A HELMET:

Against the advice of the owner/manager/employee, and the insurance company, I am refusing this critical safety precaution. _____ (initial)

Minor Child - Print
Name (participant under 18 years of age)

_____/_____/_____
Birth Date

Parent/Guardian Signature

_____/_____/_____
Date Signed

-OR-

Print Name (participant 18 years of age or older)

Signature

_____/_____/_____
Date Signed