



## Facility Rules

The Cowichan Therapeutic Riding Association 1843 Tzouhalem Road, Duncan, BC, Canada

250-746-1028 (phone) 250-746-1033 (fax)

[www.ctra.net](http://www.ctra.net)

- There is no smoking permitted anywhere on the CTRA facility property except in the designated area between the alternate school workshop and the “Discovery Shed”
  - All children are to be supervised while on the CTRA property, at all times
- No running, yelling, or “horseplay” is permitted around horses or in the areas of the arena, the barn, or the lounge.
- Tools and equipment should be kept away from the alleyways and entrances of the facility unless in active use.
- All snacks for the horses must be approved by a stable staff prior to feeding. Under no circumstances may the CTRA horses be hand fed. Approved snacks may be placed in the feed tubs of the stalls. If no staff are available to approve a treat, please leave the food in the feed room with a note if possible.
- NO PHOTOGRAPHS of riders/clients are permitted, under any circumstances, unless the participant has a signed a photo release on file with the CTRA.
- Do not handle or enter the enclosures of any horses without permission. Riding and horse handling is to be confined to the areas approved for such activities. If you are unsure please ask a CTRA staff member.
- The authority of the Instructor must be respected at all times during riding/horse handling sessions. No unauthorized persons in the arena at any time during lessons. Seek permission from the Instructor on staff before interacting with the participants or horses involved in a session.
- Avoid creating hazards. Remember that loud/unfamiliar noises and sights; sudden movements; loose or flapping materials; flashes or bright lights; and environmental changes can easily “spook” horses. Dogs are not permitted on the property except with permission from the staff. Dogs must be leashed.
  - Avoid parking/driving/making movements and noise around the arena while riders are in the arena.
- Any individual, longing, long reining, or riding a horse on the CTRA property must wear an approved ASTM helmet and appropriate footwear. This equipment is recommended while handling a horse.
- Horse handling while alone is strongly discouraged. Riding without an active witness is not permitted.
- No jumping is permitted except during lessons or training conducted by an Equine Canada Certified (jumping) Coach, Level One or above.
  - All program participants of the CTRA must submit all applicable program-specific documents, appropriately completed and signed as required, prior to engaging in any activities on the property.
- All volunteers must submit all applicable volunteer documents, appropriately completed and signed as required, prior to working with the program or at the facility of the CTRA.
- All user groups of the CTRA facility must comply with all of the outlined policies regarding insurance and facility use. All requested documents, appropriately completed and signed as required, must be submitted prior to any use of the CTRA facility.
  - Any concerns or incidents must be reported at the nearest possible convenience to the CTRA staff.
- All clients of, and participants in, any CTRA program or event must be active members of the CTRA. Any Association, Corporation, or group renting the CTRA facility must also be a members of the CTRA.
- No unauthorized persons are permitted on the CTRA property outside of normal operational hours.