



Welcome to Therapeutic Riding of Tucson (TROT)

Thank you for your interest in Therapeutic Riding of Tucson (TROT).
We are excited to guide you through the process of becoming a participant in our program.

Our mission is to enrich the lives of people with special needs through equine-assisted activities and therapies to improve physical, mental, social, and emotional well-being. TROT does this through nationally accredited, affordable horse-centered therapies and programs. We have been providing equine assisted activities and therapies to children, teens, adults, and Veterans in our Tucson community since 1974.

TROT is a 501(c)(3) non-profit organization and holds a Premier Accredited Center status through The Professional Association of Therapeutic Horsemanship (PATH) International, which is the highest possible accreditation standard. All TROT instructors are professionally certified by PATH International, the national nonprofit association that promotes and supports equine-facilitated activities for individuals with disabilities. PATH International sets the safety guidelines and teaching standards for our industry.

TROT provides services to a diverse population of individuals living with disabilities such as Autism Spectrum Disorder, ADHD, ADD, Developmental Delays, Anxiety, Depression, Traumatic Brain Injury, Post Traumatic Stress, Down Syndrome, Muscular Dystrophy, Multiple Sclerosis, Limb Amputations, and Learning Disabilities. Participants' ages range from four into their senior years.

Our adaptive riding and equine-assisted learning programs work towards fostering independence, enhancing individual strengths, and achieving personal goals while therapeutically benefiting the physical, psychological, cognitive, and behavioral aspects of everyone who participates.

Through carefully designed objectives and lesson plans prepared by our PATH Intl. Certified Therapeutic Riding Instructors, participants work towards their personal goals in a therapeutically beneficial setting. Each participant's instructor records measurable outcomes relating to their personal goals through weekly progress notes.

We look forward to making TROT an integral part of your year!

The TROT Team





PARTICIPANT GUIDELINES AND POLICIES

Enrollment

TROT's programs are based on an individual's ability to participate safely, effectively, and in compliance with our industry standards. Enrollment is offered when the necessary resources are available including: an appropriate horse, available volunteers, and class compatibility that meet the individual's needs.

Participants must be at least 4 years old, with no maximum age limit, and weigh up to 200 lbs.

Each participant, parent, or guardian begins by reviewing the guidelines and policies, filling out and submitting the participant packet either electronically through our website or on paper. Please note the medical forms must be completed and signed by the participant's physician prior to your participation in the program.

After submitting the participant packet, one of our PATH Intl. Certified Therapeutic Riding Instructors will schedule your assessment. The assessment will be about an hour and will determine the participant's individual needs, suitability, class type, exercise tolerance, mounting technique, volunteer assistance, horse and adaptive equipment assignments, availability, and goal setting. Participants are then placed in classes, if a suitable opening is available, based on their individual needs, ability, age, personal goals, or will be placed on a waitlist for an appropriate opening. **A one-time \$45 Assessment Fee is due at the time of the assessment.**

To follow our PATH Accreditation Standards, returning participants will need to complete the Annual Participant Packet either electronically through our website or on paper at the beginning of each fiscal year (between July and August) but will not need an assessment.

Classes are scheduled once a week and we strive to maintain each participant with the same volunteer team throughout their semester. Most participants new to TROT and adaptive riding are registered for group sessions. Group sessions are beneficial due to the opportunity to interact with other riders and families. The participants can also learn from one another and enjoy group activities that build on peer interactions and relationships. Private lessons will only be provided if deemed necessary by our PATH Intl. Certified Therapeutic Riding Instructors.

We hope that participants continue their involvement in the program throughout the year to maximize their therapeutic benefits in our progressively designed classes.

General Information

- We offer one 12-week semester (Fall), one 11-week semester (Winter), one 6-week semester (Spring), and weekly Summer Camps. *Please note that the durations of each semester are subject to change.*
- A group of 3-4 participants = 60-minute classes: Including mounting, lesson, & dismounting.
- A group of 2 participants = 45-minute classes: Including mounting, lesson, & dismounting.
- A private lesson = 30-minutes: Including mounting, lesson, & dismounting.



Tuition & Fees

TROT's Adaptive Riding program follows a schedule like a school year, with lessons beginning in mid-September and ending late May with program breaks within the semesters. The summer camps are separate and are charged separately.

Our volunteer Board of Directors and staff work diligently to keep the tuition fees as low as possible. As a nonprofit, other than tuition fees, we are entirely dependent on donations to meet our annual operating budget by continuously pursuing a variety of fundraising options to support the program and make it affordable for every participant we serve. Although participants pay a tuition fee of \$540 per 12-week semester (\$45 per lesson), the actual cost to TROT is \$1,684 per semester.

To maintain our affordable rates, TROT is implementing a policy which allows TROT to cancel up to two classes in any semester longer than six weeks (up to one class in the Spring semester) for reasons beyond our control such as weather, staff illnesses, horse unavailability, etc. without providing make-up sessions. This provides TROT with the opportunity to keep the overall cost incurred down as cancellations incur additional obligations overextending our limited resources. In addition, being able to keep our costs down allows us to pass these savings on to our participants by not increasing our current rates.

Because of our low tuition fees, high level of program activity throughout the week, continual need to organize volunteer support, and plan for additional staff time, we are not able to offer refunds, make-ups, or carry a balance over from one semester to the next for participant absences.

Payment Options:

- 1 full payment due prior to the first week of the semester
- 3 monthly payments due prior to the first week of each month

*Payment is due before services are provided. Please arrange a payment option **before** your first lesson. This will secure your riding time throughout the semester. There are no per lesson rates, fees are charged at a flat tuition rate for each semester (or is prorated depending on your start date in the semester).

Please Note: Non-payment of fees will result in suspension from the program until payments are up to date.

Payment Methods:

- Credit card in-person, over the phone, *or on our website (coming soon)*
- Check by mail or in person.

TROT does not accept any insurance plan currently.
However, we do accept the Empowerment Scholarship Account (ESA) program.

Partial scholarships are available on a limited basis for those who qualify and must be requested annually along with proof of income.



Attendance:

To gain maximum benefit from TROT it is imperative that riders attend as many lessons as possible. A participant's enrollment in the TROT program reserves a place for him/her which otherwise could serve another rider. When a scheduled participant does not show up for their lesson, volunteers assigned to work with him/her become discouraged and drop out of the program. This jeopardizes all our TROT programs. We do understand that illnesses, work, traffic, and other situations arise and ask that if you or your rider must miss class, please contact your instructor, or TROT's front office so we can avoid having the horse tacked up unnecessarily.

- **Arrive 15 minutes before** the assigned riding time and be prepared with the participant's helmet on, adjusted and ready to mount or start their ground lesson.
- Please **give 24-hour notice of any cancellations** so that we can reschedule our volunteers and horses accordingly.
- We will make every effort to accommodate each participant, however **if you arrive more than 15 minutes late** to the class, it will result in you not being able to ride that day.
- Participants having **three unexcused/"no-call, no show"** occurrences within a semester will be notified that they are being dropped from the program and placed back on the waitlist for the next available and suitable opening.
- If there are **50% missed sessions in the semester (excused or unexcused)** you will forfeit your spot to someone on the waitlist and be placed back on the waitlist for the next available and suitable opening.
- **Please email your instructor with any absences or late arrivals.**
Dora K. Brown dkafkaridou@trotarizona.org
Melissa Radke mradtke@trotarizona.org
Tara Leingang tleingang@trotarizona.org
Coco Hames chames@trotarizona.org
Rachel Radtke rradtke@trotarizona.org

If you are not able to email, call the front office at (520) 749-2360 to be connected to your instructor or leave a voice mail at (520) 749-2360 ext. 613.

Session Cancellation Due to Weather

Since we have a covered arena weather cancellations are not very likely. However, TROT may elect to offer ground session if the weather is poor but not severe. Severe weather may include excessive heat, rain, wind, or other conditions that may affect the benefits of a ground lesson. During this weather, some or all lessons may include horsemanship education. We try to maximize riding time when the weather is good and save the equally important ground lessons for when the weather does not cooperate. We know that some of our participants thrive on keeping to a set of structured activities and coming to TROT but not riding may be difficult for them. If you are concerned about this possibility, please talk with your instructor to plan accordingly. Make-up lessons cannot be scheduled in lieu of ground lessons. If road conditions are unsafe TROT will make the determination to cancel class usually **no earlier than two hours prior to class. ONLY if TROT cancels more than the allotted classes per semester will there be a makeup session** (please refer to Tuition & Fees section for Two Class Cancellation Policy).



Weight Policy

Riding is not an appropriate activity for everybody. The TROT program has had to decline services to those for whom riding is contraindicated. As a PATH Int. Premier Accredited Center, we must follow PATH International standards and guidelines for safety purposes. According to PATH Intl. guidelines, riding is contraindicated if:

1. The staff is unable to safely manage the client in any situation, including an emergency dismount.
2. The safety and comfort of the client or the horse is compromised.

The maximum weight capacity for a rider is 200 pounds.

Riders 80 pounds or over must be able to maintain a sitting position; by holding on with at least one hand.

*All individuals are weighed before the beginning of each semester. If you are not able to meet the weight capacity, you will **NOT be able to participate** in any **mounted TROT programs**.*

As an alternative we provide ground lessons for those individuals who are unable to participate in riding or for those that would benefit from starting from the ground and moving onto mounted sessions. Ground lessons may include grooming, tacking, leading, and general horsemanship education and other related activities while also focusing on the participants personal goals. These sessions provide many therapeutic benefits, new learning experiences, and opportunities for bonding with the horse.

Attire

- All participants must wear approved equestrian ASTM-SEI safety helmets in all mounted activities. TROT has a limited number of helmets available for program use. Participants are encouraged to purchase their own. If you would like to purchase a helmet, a list of possible retailers will be provided to you.
- Please dress for the weather. **Long pants are preferred.**
- Closed toed shoes are **mandatory**. Since safety stirrups are used for all the saddles, tennis shoes are permitted, but hard soled boots with a low heel are preferred.
- No dangling jewelry.
- Wear close-fitting clothing for safety as well as comfort. Loose clothing can get caught or tangled.

Safety Rules

- Riders who are minors require a parent or caregiver to remain onsite during the lesson.
- Guests and spectators should remain in the designated viewing areas.
- No mistreatment, abuse, or verbal suggestions of abuse of any animal or person will be tolerated.
- Please do not leave any children unattended.
- No running, pushing, yelling, or climbing.
- The barn is not open to parents, caregivers, or visitors without prior permission.
- Off-limit areas are posted and must be avoided.
- The driveway speed limit is posted at 5 mph. This speed limit is strictly enforced.
- No pets allowed on the premises. Service animals must always be leashed and accompany their owner.
- Taking pictures must be cleared with the instructor. (Some participants may not have a photo release)
- No weapons allowed on the property.
- No alcohol or illegal substances allowed on the property. No Smoking anywhere on the property.
- We reserve the right to ask anyone to leave the premises.
- Failure to abide by TROT staff directions or any other behavior that is deemed disrespectful, hostile, disruptive, or unsafe will result in being asked to leave the premises.



Precautions and Contraindications

The following conditions, if present, may represent precautions or contraindications to therapeutic horseback riding. Please review this information and if present, contact TROT for more information.

Orthopedic

Spinal Fusion
Spinal Instabilities/Abnormalities
Atlantoaxial Instabilities
Scoliosis
Kyphosis
Lordosis
Hip Subluxation and Dislocation
Osteoporosis
Pathological Fractures
Coxarthrosis
Heterotopic Ossification
Spinal Orthoses
Cranial Deficits
Internal Spinal Stabilization Devices

Neurological

Migraines
Hydrocephalus/shunt PVD
Spina Bifida
Tethered Cord
Chiari II Malformation
Hemophilia
Paralysis due to Spinal Cord Injury
Seizure Disorders

Psychological

Animal Abuse
Physical/Sexual/Emotional Abuse
Fixation Fire Setting
Dangerous to Self or Others
Substance Abuse

Medical/Surgical

Allergies
Cancer
Poor Endurance
Recent Surgery
Diabetes
Peripheral Vascular Disease
Varicose Veins
Hemophilia
Hypertension
Serious Heart Condition
Stroke (Cerebrovascular Accident)
Skin Breakdown
Cardiac Condition
Medical Instability
Pathologic Fractures Exacerbations of -Medical
Conditions (e.g., RA, MS)

Other

Acute exacerbation of chronic disorder
Behavior Problems
Age under Two Years
Age Two - Four Years
Indwelling Catheter
Medical Equipment
Medications - e.g., Photosensitivity
Weight Control Disorder
Thought Control Disorders



Possible Reasons for Participant Discharge

(Please be advised of the following reasons that may lead to discharge from the adaptive riding program)

1. While at TROT, participant has acquired the riding skills suitable for a non-therapeutic riding program.
2. The participant's inability to maintain head and neck control while riding.
3. The participant's inability to maintain sitting balance while riding.
4. Participant is unable to follow directions which is interfering with progress toward goals.
5. Parent or guardian behavior that is deemed disrespectful, hostile, disruptive or unsafe.
6. Participant exhibits uncontrolled and/or inappropriate behavior that constitutes a safety risk to the participant, volunteers, staff and/or horse.
7. Participant exceeds weight that can safely be managed by staff, volunteers, and/or horses.
8. Any change in the participant's medical, physical, cognitive, or emotional condition that deems therapeutic riding to be unsafe or becomes a contraindication.
9. Participant misses three scheduled sessions without prior cancelation, in any given semester.
10. Participant misses 50% of sessions in any semester (excused or unexcused).
11. Non-payment of agreed upon fees.
12. *New Policy: Participants that have been a part of our program for two years are to take a break from participation and be placed on a TROT Alumni priority list for a period of one year before being eligible to re-apply for participation in the Adaptive Riding program. Participants on this list will have priority of program placement at the one-year mark over any new applicants. Starting July 1, 2023, any participants that fall into this category would be eligible for reassessment on July 1, 2024. This policy is subject to change based on community demand and availability of the TROT herd, and certified instructors.*

Our primary goal is for everyone at TROT to have fun, safe, successful, and productive experience.

Thank you for joining us!