



EQUINE CENTER
600 N. SPRING ROAD
WESTERVILLE, OH 43082
614-823-3020

BARN OPEN DAILY FROM 6:00 AM TO 9:00 PM

STABLE RULES

PLEASE BE COURTEOUS TO AND RESPECTFUL OF STUDENTS, FACULTY, STAFF AND INSTRUCTORS. FAILURE TO OBSERVE THIS BASIC TENET WILL RESULT IN YOUR BEING EXCUSED FROM THE RIDING LESSON, PRACTICUM SESSION OR CLASS YOU ARE ATTENDING. THANK YOU.

- 1. STUDENTS MUST HAVE AT LEAST ONE OTHER PERSON PRESENT AT THE STABLES WHEN THEY ARE HANDLING AND/OR RIDING HORSES.**
- 2. READ STALL CARDS AND BRIDLE CARDS BEFORE HANDLING THE HORSE**
- 3. STUDENTS MUST WEAR AN ASTM/SEI APPROVED HELMET WHILE MOUNTED.**
- 4. WHEN MOUNTED, ALL RIDERS MUST WEAR HARD SOLED BOOTS THAT COME OVER THE ANKLE (NO WAFFLE SOLES).**
- 5. WHEN HANDLING HORSES ON THE GROUND, CLOSED-BACK BOOTS OR SHOES THAT COVER THE FOOT COMPLETELY ARE REQUIRED.**
- 6. MESSES LEFT BY YOU OR YOUR HORSE MUST BE CLEANED UP BEFORE LEAVING THE AREA.**
- 7. YOU MUST HAVE A LEADROPE ATTACHED TO THE HALTER, AND THE THROATLATCH FASTENED WHEN LEADING.**
- 8. ALL ROPES AND GATES MUST BE CLOSED/FASTENED AT ALL TIMES.**
- 9. NEVER LEAVE A HORSE LOOSE IN THE STALL WITH TACK ON.**
- 10. NO SMOKING ANYWHERE ON THE PREMISIS.**
- 11. USING CELL PHONES IS PROHIBITED WHILE HANDLING OR RIDING HORSES.**

ANY VIOLATION OF RULES, POLICIES, AND/OR SAFETY PROCEDURES MAY RESULT IN DISCIPLINARY ACTION UPON MEETING WITH THE DIRECTOR.

GENERAL POLICIES AND PROCEDURES

READ AND FOLLOW ALL INSTRUCTIONS POSTED AROUND THE BARN.

IF YOU FEEL UNCOMFORTABLE WITH A HORSE AT ANY TIME, PLEASE ASK THE FACULTY, INSTRUCTORS OR FULL TIME STAFF FOR ASSISTANCE!

WEATHER: In the event that the temperature falls below 15 degrees F and/or the roads become treacherous, call the barn for a recorded message concerning possible cancellations.

NO OTTERBEIN-OWNED OR LEASED HORSE MAY LEAVE THE PREMISIS without prior permission from the Equestrian Director.

NEATNESS COUNTS!!! Put all equipment you use back in its proper place. Hang halters and lead ropes neatly and correctly on your stall door or next to your crosstie area.

IF YOU USE THE CROSSTIES IN THE AISLES OR WASH RACK, sweep up the entire area before you ride as well as after you put your horse away for the day. All sweepings go into the muck buckets, except for mane and tail hair, burrs and farrier sweepings which go into the trash cans. If you forget to sweep, your instructor may ask you to dismount to do so.

DO NOT LEAVE A MESS FOR SOMEONE ELSE TO CLEAN UP. If your horse manures in the aisles or crossties as you are leaving to ride, ask someone to hold your horse for you so you can clean it up. If your horse manures on the driveway, clean it up before you leave the premises. If you are a boarder and your horse manures in the arenas, you are to pick it before you leave.

LEADING HORSES

ALWAYS USE A LEAD ROPE on any horse you are leading. Never wrap the end of the lead rope around any part of your body. The throatlatch on the halter must be fastened.

TAKING A HORSE OUT OF A STALL: Talk to the horse as you approach the stall
Remove the halter and lead rope from the stall door; continue to speak softly to the horse as you do the following:

- * Open the stall door wide enough for you to get through, but not the horse.
- *If the horse has not approached the front of the stall by this time, coax him to do so. Do not enter the stall if you are uncomfortable – ask for help.
- *Approach the shoulder, put the halter on the horse, and fasten the throatlatch.
- *Push gates all the way back before taking the horse through.

TURNING A HORSE OUT TO PASTURE/RETURNING TO A STALL: OPEN ANY DOOR THROUGH WHICH YOU ARE LEADING A HORSE AS WIDE AS IT WILL GO AND MAKE SURE THE DOOR LATCH IS BACK AS FAR AS IT CAN GO! Failure to do so may result in serious injury to the horse.

1. Once through the opening, turn him so he is facing the opening.
2. With your body and the door or gate blocking his path, remove his halter, step back and fasten the door or gate.

Only lead horses through LARGE BARN DOORS – no “people” doors.

RIDING ATTIRE

YOU MUST WEAR an ASTM/SEI approved helmet with harness fastened whenever riding.

LONG HAIR SHOULD BE TIED BACK and dangly jewelry removed before catching your horse.

ALL OTTERBEIN RIDERS MUST WEAR PROPER FOOT ATTIRE at the Equine Center.

Shoes that come over the ankle with a hard, smooth sole and low heel are required for riding and boots or shoes that completely cover the foot are required for working/class. No waffle-soles shoes or boots are permitted when mounted. YOU WILL NOT BE PERMITTED TO RIDE WITHOUT ADEQUATE FOOT PROTECTION.

ALL RIDERS should wear appropriate barn attire, tucked in shirt and breeches when riding (polo shirt/T-shirt).

LAB AND PRACTICUM ATTIRE

APPROPRIATE FOOTGEAR AND ATTIRE are required, unless the instructor says otherwise. Tie long hair back and remove dangly jewelry before working with any horse or any equipment. Body piercings should be close to the skin or removed for class. Students may be excused from class/lab for inappropriate attire.

GROOMING AND TACKING

***Horses leaving lessons have priority in wash racks/grooming areas**

ALLOW A MINIMUM OF ½ HOUR before and after your scheduled lesson time to catch, groom, tack and put away your horse. It is recommended that students use the crossties in the stalls or grooming areas – do not leave the horse loose in the stall. DO NOT leave the horse cross-tied unattended.

BEFORE REMOVING A HORSE FROM A STALL, read the information written on his stall sign for any information about his general status (e.g. missing a shoe, ill, etc.) Read the bridle card before tacking for instructions regarding tack and leg gear. Be sure to ask if you are unsure.

THE FOLLOWING ARE PERFORMED FROM THE LEFT or NEAR SIDE:

Haltering, leading, bridling, mounting and dismounting

GROOMING: Thoroughly groom your horse before being tacked up for riding or lunging. Thoroughly groom your horse when you are done using him.

TACKING UP:

1. Bring all necessary equipment to your crosstie area or stall before getting your horse.
2. Groom horse
3. Sweep the entire crosstie area
4. Tack up: leg gear, then saddle, bridle goes on last

MAKE SURE THE STIRRUP IRONS ARE RUN UP before leading the horse into or out of the stall. The safety catches through which the stirrup leathers run should be open, i.e. down. Report any broken or worn equipment to your instructor before you ride.

NEVER TIE THE HORSE WITH THE REINS, or hook the crossties to the bit, or leave a tacked horse unattended.

UNTACKING:

1. Return to crosstie area or stall
2. Unbridle and crosstie; then unsaddle
3. Cool horse out
4. Groom and put horse away
5. Sweep entire crosstie area
6. Care for tack and put it away neatly

RIDING

NO GUM CHEWING WHILE RIDING.

BEFORE MOUNTING: Check the saddle pad and flaps on both sides of the horse and reposition the saddle if necessary. It is common for students to over-tighten the girth. Do not tighten the girth in the crossties. Tighten the girth in the arena just before mounting. Check the bridle on both sides, making sure it is even and adjusted comfortably, and that the forelock/mane is not bunched up under the crownpiece.

ONCE THE INSTRUCTOR HAS GRANTED PERMISSION, Riders may mount 5-10 minutes prior to the start of the lesson but are only permitted to walk until the instructor is present and ready to begin class.

ONCE MOUNTED adjust the length of your stirrups and recheck your girth. During any of these adjustments your reins should be gathered into one hand to maintain control of your horse.

PASSING OTHER HORSES: Avoid passing a horse between the horse and the rail.

RIDING IN OPPOSITE DIRECTIONS: The horse going counter-clockwise always gets the rail position. Therefore, you will be passing left shoulder to left shoulder (“left to left”).

LESSONS ALWAYS HAVE THE RIGHT-OF-WAY.

ALWAYS KEEP AT LEAST ONE HORSES’ LENGTH FROM ALL OTHER HORSES. They can and do kick.

STOP YOUR HORSE immediately if anyone has trouble with a horse or falls off.

JUMPING: No jumping on the cross country course is allowed unless in a lesson. No unsupervised jumping unless an instructor is present or has given the student written permission with specifics regarding height and horse.

LUNGING / ROUND PEN: Equipment for all students includes: Gloves and an ASTM/SEI approved helmet with harness and proper footwear.

AFTER WORKING YOUR HORSE

ALLOW A MINIMUM OF ½ HOUR for cooling your horse out and cleaning and putting your tack away properly.

IF YOUR HORSE IS NEITHER hot, sweaty or blowing (ask if you’re not sure) he still needs a good grooming before you are done. Sweat marks under the bridle, saddle and girth should be toweled and don’t forget to brush their face.

GIVE YOUR HORSE A FINAL GOOD BRUSHING AND PICK HIS FEET OUT.

COOLING THE HOT, SWEATY OR BLOWING HORSE:

Watering: The horse may have as much water as he wants at any time. Use warmed water in cold weather. If you are unsure about watering a horse after hard work, please check with the instructor or a supervisor. Please check horse’s water before you leave, fill as needed.

Cold Weather: If your horse is hot sweaty or blowing after work, towel him and/or put one or two coolers on him (the first will wick moisture into the second, which may need to be changed when it becomes damp), and continue to walk him away from drafts, until he is cool, dry and breathing normally.

Hot Weather: If your horse is hot and sweaty, ask your instructor if he should be hosed off, sponged or toweled. Horses cool out much more efficiently if they have been hosed or sponged. After hosing or sponging, use a sweat scraper to remove excess water from his body, a clean sponge on his head and face, and another sponge for his perineal region and between the teats on a mare. If your horse is extremely hot, hose him again with cool water and re-scrape. Repeat until water scraped off is cool. Do not use a cooler on a hot horse in hot weather. Be sure to hose between his hind legs, as lather may accumulate in this area. Finish cooling out by hand-walking. **FAILURE TO COOL A HORSE OUT PROPERLY MAY RESULT IN SEVERE ILLNESS TO THE HORSE!**

TACK CLEANING

Please read tack cleaning instructions in the tack room. Follow all laundry and tack room instructions. Put away all riding and lab materials where you found them.

***BOARDERS MAY NOT USE OTTERBEIN EQUIPMENT**