



# **Sterling Equestrian Center**

Welcome to Sterling Equestrian Center.  
We are very excited to have you join us!

Enclosed in this packet you will find contact information, rules and policies for the barn, and important information regarding the things you will need to ride at Sterling.

It is a privilege to be a part of the Sterling family. We all work together to make the barn a great place for everyone. Sterling Equestrian Center is one of the only English Riding Equestrian Schools in the area. We have found that what sets us apart the most is the quality of training and the number and quality of horses that are available for lessons. At Sterling, you will find that we have a very large selection of quality horses and ponies. This ensures that every rider has the proper fit for their skill set. We also find that the riders who put the most into our program receive the most benefit from our program. Therefore, we ask that you put your *all* into your experience here with us and always treat your lesson horse as your own by arriving at least 15 min prior to your lesson to tack your horse (or help if you can't quite do it yet) and stay 15 min after your lesson to cool your horse down and turn it out if it is done for the day.

Each day, there is a “barn mom” who is available for help and direction. Please make sure to touch base with her upon arrival to the barn every day and just before departure to make sure that you have contributed to the group effort to make our barn the best place to be!

If ever you have concerns, questions, or comments about our program or facility please direct them to either Cathy, the barn mom for the day, or Mandy Stooksbury, the schedule coordinator and office manager.

The contact numbers are listed below:  
Mandy Stooksbury: 770-597-9231  
Cathy Stevenson: 770 843-0032  
[mstooksbury@bellsouth.net](mailto:mstooksbury@bellsouth.net) or  
[sterlingequestriancenterga@gmail.com](mailto:sterlingequestriancenterga@gmail.com)

## **Sterling Equestrian Center Policies and Information**

**Tuition:** Lessons for the entire month will need to be paid in advance during the first week of the month.  
**Please specify on each check what month the payment is for.**

If you would like to use Bill Pay, please use this information:

Sterling Equestrian Center  
3504 Wellsley Drive  
Powder Springs, Georgia 30127  
Phone: 770 597-9231  
Account # is rider's last name

**\*Fees** 1 hour group lesson - \$225.00 per month (49 weeks per year, 3 weeks of vacation)  
Individual riders taking 2 lessons per week - \$400 per month  
45 min private lesson - \$65.00 Mon – Thurs \$75 Fri - Sun  
Trail Rides- Cost depends on trail ride destination (normally \$100-\$150 per rider)

### **Holidays and Barn Closings:**

The barn will be closed the week of Cobb County's Spring Break, Thanksgiving week and the week of Christmas. These dates will be posted each year based on the Cobb County school calendar. The annual tuition reflects these holidays, therefore no makeup lessons are necessary, or will be provided, for these holidays.

### **Lesson Schedules:**

It is required that students take at least one lesson per week. Students signing up for more than one lesson per week will be required to maintain that number of lessons every week through the entire month. The lesson schedule is posted weekly. Classes are composed considering rider's skill, age, horse availability, and rider's personal schedule. A weekly email is sent out regarding schedule changes and additions. If you have made a change, that change will be listed in the email. If you have not made a change, your rider will not be listed and it is assumed that they will be there as scheduled.

### **Missed Lessons:**

It is each rider's responsibility to communicate changes, via email, to the Sterling schedule coordinator. This can be done by emailing [mstooksbury@bellsouth.net](mailto:mstooksbury@bellsouth.net) any conflicts or changes that need to be made. Changes for the current week need to be submitted by Sunday at noon. This is each rider's responsibility, regardless of whether a reminder email is sent. If you neglect to send changes by the Sunday of the week you needed to make the change, you must forfeit the lesson missed that week. If your rider falls ill, the schedule coordinator must be contacted by text or phone call at least one (1) hour prior to the lesson in order to receive a makeup lesson. The phone number is 770-597-9231.

### **No Shows:**

If you fail to notify us prior to your lesson you will not be attending, that lesson is then forfeited. We need to remember to respect the time and effort that goes into making sure the horses are ready and available. We also have to respect our horses who work tirelessly through the afternoons for us. It is not fair to them to leave them tied and standing in their tack waiting for someone who does not show up.

### **Makeup Lessons:**

It is each rider's responsibility to contact the schedule coordinator to schedule makeup lessons. Makeup lessons will be granted for missed lessons that were missed following the proper protocol. Makeup lessons may be accumulated throughout the calendar year, but not carried into the following calendar year. It is the rider's responsibility to keep up with any accumulated makeup lessons.

**Raining:**

When it is raining, any classes that start prior to 5pm will have an inside lesson about Horse Care and Management. There are many things to learn outside the ring which can greatly increase the student's horsemanship and knowledge. If you choose not to attend an indoor lesson, you have opted to forfeit the lesson. NO makeup lessons will be provided for lessons that were not cancelled by the trainer.

If inclement weather (or any other reason) causes lessons to be cancelled by the trainer, then an email will be sent out notifying the students of the cancellation. These lessons will be made up at a time agreed upon by the barn manager and the student.

**Horse Show and Other Riding Events:**

Emails will be sent out to all riders regarding upcoming events and shows and trail rides. If you would like for your rider to be included in an event, it is imperative that an email be sent to [mstooksbury@bellsouth.net](mailto:mstooksbury@bellsouth.net). Paper work and deadlines will also be sent via email. Sometimes, there will be a sign-up sheet at the barn for events; however, an email from the parent must be sent in order to secure a spot.

**Policy Statement Agreement Form and Release of Liability Form:**

The Agreement Form and Release of Liability Form for each student must be on file in the office. Please sign the attached forms and submit it to the barn either at the time of, or prior to, the rider's first lesson.

**Weekend Leasing:**

Weekend Leasing is available to currently enrolled Sterling Students. Leasing must be pre-approved by the trainer. All arrangements must be made through the barn manager and pricing will be determined based on the length of the lease. Jumping is permitted only if a trainer is on site and provides permission.

**Dress Code:**

All riders must wear ASTM approved helmets. No one will be allowed to mount a horse without wearing an approved helmet. We recommend that each student purchase their own helmet to ensure proper fit and comfort. However, if you cannot provide your own helmet we will be glad to provide one for you. Your student's safety is our most important concern.

All riders must wear shoes that have a small heel and preferably made of leather or leather like materials. Proper footwear is important for the student's safety as well. Shoes without heels can allow the riders foot to slip through the stirrup during a fall creating a potential for a more serious mishap. Paddock boots with jeans or jodhpurs are preferred for the younger or beginner riders. Tall boots and breeches are preferred for the novice and advanced riders.

Students should also be neat and tidy. Loose clothing and jewelry can also create the potential for accidents or mishaps around the horses or while riding. Polo type shirts are preferred during the summer months. No bathing suits, skimpy tops or baggy pants will be permitted while riding. Long hair should be pulled back neatly in a ponytail while riding.

**Food and Drinks:**

Please feel free to use the refrigerator in the kitchen to store drinks or other items of food. Please only eat the food you have brought for yourself. Please do not help yourself to someone else's food without asking.

During warm weather, please be sure to bring water in a sports type bottle. Remember, riding is a physical activity and during the summer months you will need plenty of water to prevent de-hydration. We do provide water during short breaks in our group lessons.

Only water bottles should be brought into the riding arena. All other food should be kept in the kitchen.

## Sterling Equestrian Center Policy Statement Agreement Form

I, \_\_\_\_\_, and my parents or legal guardians (if applicable) have read and understand the Sterling Equestrian Center Policies. I/we agree to adhere to all of the policies noted. I understand and acknowledge that riding takes a commitment from me, my family and from Sterling Equestrian Center. I promise to make every effort to attend all of my lessons, to notify Sterling in advance to the best of my ability of any lessons I may miss and to make up any missed lessons whenever possible.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Barn Rules:**

To ensure the safety of the horses, students and all visitors, we must insist that the following rules be kept:

1. No running anywhere or at any time!
2. No excessive noise or yelling inside the barn.
3. Clean up after yourself.
4. Clean up after your horse.
5. Clean any equipment before putting it away.
6. Put any equipment you use away in the proper place.
7. Be sure your horse is cool and any sweat marks removed before putting him/her away or out.
8. Do not waste water.
9. Do not enter a horse stall or paddock without permission
10. Never ride alone or unsupervised. An adult (or other qualified Sterling personnel) may supervise.
11. No unsupervised guests please. All children must be accompanied by an adult while on the property.
12. All riders must wear ASTM approved helmets.

**Be Safe!  
Be Smart!  
Have Fun!**

**Sterling Equestrian Center**

**Release of Liability Form**

**UNDER GEORGIA LAW, AN EQUINE ACTIVITY SPONSOR OR EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO OR DEATH OF A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS OF EQUINE ACTIVITIES, PURSUANT TO CHAPTER 12 OF TITLE 4 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED.**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Rider's Signature (if 18 or Older)**

\_\_\_\_\_  
**Rider's Name (Please Print)**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City, State, Zip Code**

\_\_\_\_\_  
**Telephone**

\_\_\_\_\_  
**Date of Birth**

\_\_\_\_\_  
**Parent or Guardian of Rider**

\_\_\_\_\_  
**Witness**

**Sterling Equestrian Center**  
**Insurance Information and Personal Contact Information Form**

**Cathy Stephenson and/or her employees have permission to seek medical treatment for my son or daughter, \_\_\_\_\_, while he or she is in their care or participating in an activity with Sterling Equestrian Center.**

**Today's Date** \_\_\_\_\_

**He or she is covered under the following insurance plan:**

**Insurance Company** \_\_\_\_\_

**Address** \_\_\_\_\_

**Policy Number** \_\_\_\_\_

**Group ID** \_\_\_\_\_

**Emergency Contact #** \_\_\_\_\_

**Emergency Contact Name** \_\_\_\_\_

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**Rider's Name** \_\_\_\_\_

**Rider's Date of Birth** \_\_\_\_\_

**Rider's School** \_\_\_\_\_

**Rider's Grade as of August 1<sup>st</sup>** \_\_\_\_\_

**Parent's Name(s)** \_\_\_\_\_

**Home Address** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**Home Phone** \_\_\_\_\_

**Mother's Cell** \_\_\_\_\_

**Dad's Cell** \_\_\_\_\_

**Email Address (this will be the typical form of communication. Please list one that is checked daily. If you do not wish to use an email address, then please list the best way to contact you.)**

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