

CHARTWELL HOUSE MONTESSORI RIDING SCHOOL 2026 RIDING LESSON CONTRACT / INDEMNITY AND ENROLMENT FORM

ADULT STUDENT CLAUSE:

This Agreement, dated the _____ day of _____, 2026 is made between Chartwell House Montessori Eco School and _____ (STUDENT). These parties warrant that they have the right to enter into this AGREEMENT.

MINOR STUDENT CLAUSE:

I, _____, (Parent/Guardian) have contracted with Chartwell House Montessori Eco School on the ____ day of _____, 2026 to give _____ (rider's name) riding lessons. These parties warrant that they have the right to enter into this AGREEMENT.

This agreement is binding and will remain in place until 1 month's written notice by either party is given. All notices will be emailed or hand delivered to the other party.

IT IS HEREBY AGREED THAT:

The STUDENT wishes to enroll for riding lessons at CHARTWELL HOUSE MONTESSORI ECO SCHOOL under the following conditions.

1) PAYMENT:

Riding Lessons are to be paid in advance at the beginning of each month by no later than the 2nd of the month. Only EFT is acceptable and is payable to Chartwell House Montessori Eco School.

In case of late payment, all riding lessons for this student will be suspended until payment is made in full. No credit will be given for lessons missed due to suspension.

LESSON FEES:

- a. Lessons are taken on a monthly basis and are scheduled per student on the agreed days and times.
- b. Lessons will be invoiced in advance for the following month depending on the amount of lesson weeks in the month.
- c. The fees are fixed from January to December each year.
- d. **MINOR STUDENT LESSON FEES - ON A SCHOOL HORSE:**
 - I. Private, 30 minutes (ages 3-6) R250 per lesson
 - II. Private, 30 minutes (ages 6-16) R310 per lesson
- e. Lessons for children under 7 years of age may be shortened based on the attention span of the child. Some younger children get tired of an activity and can only pay attention for a short period of time. The lesson will end early if your child loses their attention to the activity as this would be considered unsafe.



2) ABSENCES AND RE-SCHEDULING:

- a. In the event of your lesson coinciding with poor weather, such as rain and where riding conditions are considered unsafe, **such a lesson must still be attended** and will be held as an unmounted lesson.
- b. In the event that a student needs to reschedule a lesson for any reason such as illness or in an emergency, it is at the discretion of the Riding Instructor and their availability. We will make all attempts possible to try to reschedule a lesson, but please understand that if the riding program is full there may not be available slots to make up a lesson.
- c. Only 1 lesson per month may be re-scheduled unless prior arrangements are made with the school.
- d. All unapproved lesson absences require full payment.
- e. Riders must call **at least 4 hours** before the start of their scheduled lesson to cancel such, otherwise it will automatically be considered an unapproved absence. If you do not call to cancel the lesson, you will not be permitted to make up the lesson and it will be deemed as taken.
- f. Please do not send an e-mail to cancel a lesson. We cannot guarantee we will receive the e-mail prior to the lesson. Only phone call or WhatsApp cancellations will be considered for excused absences or make-up lessons.

3) PUNCTUALITY:

- a. I understand that lesson times are planned and that I need to be on time.
- b. If I am more than 10 minutes late from my scheduled time, I will not be permitted to participate in the lesson and it will be considered an unapproved lesson absence, unless I have made prior arrangements.
- c. I further understand that even if I am late, the time for ending the lesson will remain as scheduled.
- d. The only condition for extending my lesson time is if the Riding Instructor is not present at the scheduled lesson time.



4) INSTRUCTORS AND PONIES/HORSES:

- a. I understand that Chartwell House Montessori Eco School reserves the right to substitute a Riding Instructor in the event that their regularly scheduled Riding Instructor is unable to be present at the lesson.
- b. I understand that it is my responsibility prior to entering the lesson area to inform the Riding Instructor of any new medical or physical problems which may impact my safety or ability to perform correctly during my scheduled riding lesson.
- c. There are horses available for each level of riding from the beginner rider to the more advanced rider who needs to be challenged. Beginner horses in our School are known for their quiet dispositions to help our beginner riders build confidence and learn the basics of riding. As the rider becomes more comfortable with the basics of riding, they will move to the more advanced horses. These horses will challenge the rider and will develop their riding skills beyond the basics.
- d. Chartwell House Montessori Eco School does not guarantee that the student will ride the same horse/pony every lesson, nor do we believe that this is conducive to rider progression. Riders will be allocated a mount that is suitable for their ability and development.

5) RIDING WEAR:

- a. Proper attire must be worn for riding lessons, which is to be pants, shirt, shoes/boots with at least a half-inch heel, and an approved riding helmet that fits properly with an attached harness. Students are preferably required to provide their own helmet or make use of the ones provided at the school. We have helmets available for use in the event the student does not have his/her own helmet but it is recommended that each student has their own correctly fitting helmet.
- b. A rider must wear a helmet at all times when working with and mounted on the horse.
- c. Half chaps are recommended for adult riders.

6) INDEMNITY:

- a. I recognize the inherent risks of injury involved in any type of horseback riding generally and in learning to ride in particular.
- b. No lesson will be given unless this contract is completed in full.
- c. In taking lessons at Chartwell House Montessori Eco School, I assume any such risk of injury and further, I voluntarily release Chartwell House Montessori Eco School, its instructors, and agents from any responsibility on account of any injury I or my child or ward may sustain while receiving instruction or while riding in connection therewith, and I agree to indemnify and hold harmless Chartwell House Montessori Eco School, its instructors, and agents on account of any such claim.



- d. Likewise, I accept full responsibility for friends and visitors accompanying myself to Chartwell House Montessori Eco School property.
- e. Chartwell House Montessori Eco School, its instructors, and agents are not liable for an injury to, or the death of, a participant in equine activities resulting from the inherent risks of equine activities.

7) LESSON POLICY STANDARD:

- a. **A lesson is to consist of grooming, tacking up, mounting, tack adjustments, riding exercises while mounted, cool down time, dismounting, and untacking.**
- b. After the Riding Instructor determines that the student is advanced enough to tack up on his or her own, students will be permitted to arrive no more than 15 minutes early to groom and tack up their lesson horse. Chartwell House Montessori Eco School and its instructors feel that it is very important not just to teach riding but to also teach safety, proper grooming techniques, horse handling, and how to properly tack up your horse.
- c. Beginner students may be required to spend extra time working on these techniques and less time riding.
- d. Once the student has mastered the proper techniques, most of the lesson time will be spent in the saddle.
- e. The Riding Instructor additionally has the responsibility of safety for riders, volunteers, and horses at all times; therefore, the instructor has the right to deviate from the above lesson outline when safety is a concern.

8) IMPORTANT:

- a. Please do not use lesson time to discuss issues with the Riding Instructor. Riding Instructors and assistants must stay focused on the current lesson for safety reasons. Please call the Riding Instructor or School outside of lesson times for all questions and concerns that you may have.
- b. The Riding Instructor may have other lessons scheduled after your lesson and cannot be discussing issues during lesson time.
- c. Please do not talk with your children during their lesson. It distracts your child and compromises their safety.



9) STABLE RULES:

- a. Horses may be loose on the premises and all students, visitors and children must stay within designated areas.
- b. Please do not go to the grazing paddocks without being accompanied by the riding instructor of Chartwell House Montessori Eco School.
- c. Only students, riders and instructors are allowed into the riding arenas.
- d. Please do not sit or stand on arena fences.
- e. No loud shouting, swearing, whistling, clapping or banging around horses and riders.
- f. No playing of balls or throwing things is permitted.
- g. Please do not litter.
- h. Horses are unpredictable and do bite and kick and, even if in their stables, should be approached with caution – children are not allowed to go near or enter a stable without adult supervision.
- i. For your own safety - all instructions by the School or Instructor must be adhered to at all times.
- j. Chartwell House Montessori Eco School reserves the right to publish any pictures, videos and other media of riders, workshop attendees and/or visitors on its electronic platforms and social media sites. We will honour requests to the contrary.

I, the undersigned, have read and understand the above contract, including all Chartwell House Montessori Eco Schools' policies and rules, which I agree to abide by in total, and I have received a copy of this contract.

I also understand that this contract carries a 30-day cancellation policy, unless a shorter period is agreed to by Chartwell House Montessori Eco School management.

I further understand that if any of Chartwell House Montessori Eco School policies or rules are not followed that Chartwell House Montessori Eco School has the right to cancel this contract in full without any refund of money.

ACCEPTED BY:

Signature:

(Rider or Parent/Guardian of Minor)

Rider's Name: _____

Rider's date of birth: _____

Parent/Guardian Name: _____



Address: _____

Home Phone: _____

Rider / Parent Cell Phone: _____

Emergency Contact: _____

Rider /Parent Email: _____

Agreed day and time of your lesson: _____

Signature: _____

School Owner