

1. All CSSM Ministries camps that have horses on site shall adhere to these procedures as follows:
 - 1.1 The head instructor and/or horsemanship Director:
 - 1.1.1 Is at least 18 years of age.
 - 1.1.2 Has experience in teaching group riding
 - 1.1.3 Has personal horsemanship abilities corresponding to the needs of the program.
 - 1.1.4 Has training and experience in stable management and horse care
 - 1.2 Riding instructors are at least 16 years of age
 - 1.3 Assistant instructors are at least 16 years of age
 - 1.4 All riding staff and instructors:
 - 1.4.1 Have personal horsemanship abilities and knowledge corresponding to the needs of the program.
 - 1.4.2 Have had training in instructional methods and teaching techniques and are able to use this in a safe, fun, educational program.
 - 1.4.3 Have the ability and knowledge to demonstrate correct riding techniques and to control horses used in the program.
 - 1.4.4 To provide a good example to the campers at all times, i.e. dress, conduct and horsemanship.
 - 1.5 All campers and riders are under the direct supervision and control of a member of the wrangling team at all times, whether mounted or unmounted.
 - 1.6 The head instructor is responsible to know the horses, and to judge the suitability for various riders.
 - 1.7 Staff to camper/guest ratio:
 - 1.7.1 Arena riding classes may not exceed ten campers with an instructor and assistant.
 - 1.7.2 Trail rides shall not exceed one staff to six campers. There must be a minimum of two staff members on trail rides.
 - 1.8 All riders must wear suitable attire including:
 - 1.8.1 Long pants and shirt.
 - 1.8.2 Proper footwear. Boots with a min. 1” heel are ideal.
 - 1.9 The quality and condition of the equipment used in the program should be:
 - 1.9.1 Appropriate for its intended use.
 - 1.9.2 Sized correctly for the riders.

1.9.3 Fitted correctly to the horse.

1.9.4 Properly maintained.

1.10 Safety checks are done on equipment and riders clothing:

1.10.1 Before each camp begins.

1.10.2 Each time a rider is mounted.

1.11 Before being allowed to ride out on a trail:

1.11.1 All riders are to be instructed in horse control.

1.11.2 All riders demonstrate horse control.

- 1. If an accident should occur at the barn, in the arena, or on the trail, one person will be appointed by the person in charge to go for help, another will stay with the injured participant, the remainder of the group will be organized by the person in charge or person assigned responsibility.**

 - 1.2 All incidents are to be recorded on a CSSM Ministries Incident Report Form and kept on file. Riding Director must review the report and advise Camp Director of serious situations**
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