



RIDER'S GUIDE TO THE CADENCE RIDING ACADEMY

We are delighted that you have selected the Cadence Riding Academy to help you learn and to grow your knowledge and skills as an equestrian! This guide is to help provide new riders with an understanding of our program.

ABOUT US

Cadence Equestrian Center was founded in 2007 by the Buchanan family and is a world-class training facility serving the very beginner through the aspiring Grand Prix rider. We have both riders and trainers who compete on an international stage, but we remain committed to the education and development of new equestrians through our riding academy.

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Recognized by the prestigious United States Hunter Jumper Association (USHJA), the Cadence Riding Academy offers top quality riding instruction for those who do not own their own horse. We instruct in the traditional riding disciplines of Hunter Seat and Show Jumping, and our 35 safe and talented lesson horses are the foundation of our top-notch program. Our Academy instructors are all adult, professional equestrians with a passion and dedication for teaching.

DESCRIPTION OF LESSON OPTIONS

Assessment Lesson \$45

- 30-minute private assessment lesson. Required for all new riders.

Preliminary \$55

- Novice lessons are 45-minute specialized lessons for beginner riders who do not yet have the basic riding and horsemanship skills for group lessons. Novice lessons are private or semi-private (1-2 students) depending on the needs of the student.
- The goal of Novice lessons is to learn the necessary riding and horsemanship skills to advance to Group lessons. Students who still require private Novice lessons after two months will be required to do regular private lessons.

Tiny Trotter \$50

- Tiny Trotter lessons are 30-minute lessons for ages 4-6 with 1-2 students that include grooming and riding time. Tiny Trotter lessons are held on Saturdays.

Group \$55

- Group lessons (4-6 riders) are one hour flat or jumping lessons for riders ages 7 & up who have basic riding and horsemanship skills and experience.

Private \$75+

- Private flat lessons are 30 minutes @ \$75. Private jumping lessons are 30 minutes @ \$95.

GETTING STARTED

STEP 1 - ASSESSMENT LESSON

All new students are required to take an Assessment lesson to determine their level and ability.

STEP 2 - PLACEMENT IN OUR PROGRAM

After completing the Assessment lesson, students will be scheduled in one of the following lesson types depending on their age and skill level.

➤ **Preliminary**

Riders ages 7 & up who are learning basic safety, tacking, riding and horsemanship skills.

➤ **Tiny Trotter**

Riders ages 4-6 will enter our Tiny Trotter program which is held on Saturdays.

➤ **Regular Lessons**

Riders ages 7 & up who are determined to be eligible for regular lessons will be placed in regular group or private lessons determined on an individual basis.

STEP 3 - CREDIT CARD AUTHORIZATION FORM

All students are required to fill out a credit card authorization form for monthly recurring payments. If no card is on file, the full monthly payment is due by the 1st lesson of the month..

LESSON PAYMENTS

Lesson Spots

- Lesson spots are reserved and held exclusively for each student and renew automatically from month to month until changed or canceled by either party.
- Group lesson riders should arrive 10-15 minutes prior to their lesson time to help prepare their horse and should be prepared to stay 10-15 minutes after their lesson time for post ride grooming and untacking.
- As riders advance through our levels, the instructor may change, as may the lesson time.

Minimum Requirements

- Students will be charged a monthly minimum of one lesson per week unless a lesson day falls on a Cadence closure day.

Lesson Subscription Agreements

- A credit card authorization form for a monthly recurring payment is required to be filled out for all students.
- The card on file will be charged in advance between the 25th-31st for the upcoming month's lessons and a receipt will be emailed from our booking system.

Cash/Check Payments

- If there is no credit card on file, the responsible party must bring cash or check on or before the 1st lesson of each month in order to receive lessons.

Refunds & Returned Payments

- There is a \$50 service charge for returned payments.
- There are no refunds.

STUDENT TARDIES, CANCELLATIONS, AND MAKEUPS

Student Tardies

- If a student is late to the lesson, the lesson will still end at the designated time and there will be no refund or makeup..

Student Cancellations

- To cancel a lesson, you must notify your instructor at least 24 hours in advance in order to receive a makeup lesson
- There are no makeups for all no-shows or late cancels and lesson fees are forfeited.

Makeups

- Students are permitted one makeup per month for any reason, or two makeups per month if taking 2x a week.
- Group makeup lessons are held on Saturdays and must be scheduled and taken within 30 days or fees are forfeited.
- Tiny Trotter, Novice, and Private makeup lessons must be scheduled and taken within 30 days or fees are forfeited.

BARN CLOSURES & CANCELLATIONS

Barn Closures

- There will be no lessons or fees charged on horse show days or on the following Cadence closure days: Independence Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Years Eve, & New Years Day

Inclement Weather

- On inclement weather days, mounted lessons may be modified and/or substituted with un-mounted horsemanship lessons as needed, or will be rescheduled.

Substitute Instructors

- A substitute instructor will be arranged for any instructor absence, but in the event a substitute is not available, the lesson will be rescheduled.

RIDING ATTIRE & TACK

Required Riding Attire, Tack & Supplies

- Riders are not permitted to wear jeans, sweatpants, shorts, or skirts. Riders should not wear long jewelry and should keep hair tied back. Required riding attire:
 - ASTM/SEI Certified Equestrian Helmet
 - English Paddock Boots with or without Half Chaps; or Tall Boots
 - Breeches, Jodhpurs, or Riding Tights
 - Riding gloves (form fitted)
 - Safety Vest (optional, but recommended for jumping)
 - English Riding Crop 20-24" (optional)
 - All riding tack and supplies are provided for lessons. Riders are welcome to purchase their own saddle, but saddles must be approved by a CEC instructor.

TERMINATION OR MODIFICATION OF SUBSCRIPTION

Termination of Lesson Subscription

- Termination of Lesson Subscription must be made in writing and at least 30 days from the next payment date.
- We can not guarantee that the same lesson spot or instructor will be available for students who exit and then re-enter the program.

Modification of Lesson Subscription

- A 30 day notice is required if the student wishes to change days or times.

FACILITY POLICIES

- The speed limit on the property is 1-3 mph. Observe all stop signs. Please watch out for pedestrians, riders, horses & other barn animals.
- Closed-toed shoes are required to be worn by ALL VISITORS while on CEC property. Absolutely no bare feet, flip flops, sandals, or crocs.
- Please use caution when around horses as they are not pets and can be unpredictable. Be very careful walking around or behind horses, and never climb under their bellies or necks, or crouch down in front of their legs.
- No running or sudden loud noises or movements. Remember that horses, no matter how well-trained they may be, are prey animals. Please don't startle them.
- Supervise children at all times. Any child not in a lesson must stay within six feet of you.
- Do not bring pets, bicycles, balls, etc. onto CEC property as this may frighten horses.
- Do not enter any paddock, pasture, or arena without permission. Please remain on the sidelines or in the designated seating areas if you are not in a lesson.
- We welcome parents to watch lessons, but please observe your children on the outside of the gate/arena or in the designated seating areas.
- Do not coach or critique any rider during lessons.
- Do not let children climb on fences or play in the shavings, hay barn, or around horses.
- Do not park on the grass or block any horse trailers.
- Do not handle any dogs, cats, or any horse not being used for your lesson.
- There is NO smoking permitted anywhere on CEC property.
- Do not feed horses without permission from CEC staff. Certain lesson horses are permitted to eat treats such as fresh sliced apples or carrots.
- Never enter any stall or pasture on the property without permission from the instructor.
- All emails and text messages between minors and Cadence instructors or staff should include a parent or guardian.
- Please keep text communications during operating hours.

RIDING ACADEMY LEVELS & SYLLABUS

Below is a basic explanation of the riding levels and syllabus for the Cadence Riding Academy. These skills must be mastered before a student may progress to the next level. Learning to ride is challenging and riders will progress at different paces.

➤ **Novice Level - Walk**

- Safety around horses
- Preparing a horse to be ridden
- Basic saddling & bridling
- Walking a horse on the lead rope
- Removing tack & post ride grooming
- Mounting & dismounting safely
- Rein contact & hand position
- Heel/leg position
- Independently halting
- Independently moving horse forward
- Eyes up
- Dropping and retrieving stirrups at the walk
- Ring safety - left to left passing, when to stay on rail navigating traffic
- Turning using reins, right, left, half circle, reverse at the walk
- Posting at the Walk

➤ **Beginner Level - Walk/Trot**

- Posting and two point/half seat at the walk
- Staying on the rail at the walk and trot
- Upward transition - trot to walk
- Posting at the trot
- Recognizing and correcting the posting diagonal
- Turns at the trot, changing diagonal
- Sitting Trot
- Dropping and retrieving stirrups at the trot
- Navigating a course of poles at trot

➤ **Intermediate Level - Trot/Canter**

- Adjust stirrups on the ground
- Ride a figure eight at the trot demonstrating change of diagonals
- Upward transition: sitting trot to canter
- Downward transition: canter to sitting trot, canter to posting trot
- Canter without stirrups
- Riding at the canter in a variety of seats: full-seat, half-seat, light-seat.
- Dropping and retrieving stirrups at the canter
- Canter, downward transition, reverse at the trot, transition back to canter
- Identify correct and incorrect lead on own horse and other horses
- Flying and simple lead changes across a diagonal

- Canter circles
- Canter over poles
- Canter a course of poles

➤ **Training Level - Jumping**

- Adjust stirrups and girth while mounted at the halt
- Perform balancing and suppling exercises at walk and trot
- Walk, sitting and rising trot on correct diagonal
- Canter on the correct leads
- Circles with correct bend in both directions.
- Ride a figure eight at the canter demonstrating change of leads
- Demonstrate an increase and decrease of speed at walk and trot and canter
- Halt and back
- Ability to ride every lesson horse
- Counting strides between poles
- Trotting single crossrails
- Trotting in, cantering out crossrails
- Cantering single crossrails
- Cantering crossrail courses
- Mixed crossrails and small verticals
- Full courses including verticals and lead changes

ADDITIONAL CADENCE PROGRAMS

- ❖ **Horse Shows:** Cadence is one of the only facilities in the state that provides riders with the privilege and opportunity to show at a horse show competition without having to own their own horse. Cadence manages and organizes multiple horse shows each year that are open to outside competitors and recognized by our two state Hunter-Jumper organizations; Hunter Jumper Exhibitors of Oklahoma (HJEO) and Oklahoma Hunter Jumper Association (OHJA) in addition to in-barn Academy Shows.
- ❖ **Half Leasing:** A half lease of a Cadence school horse is available for riders who want to be on the same horse every time they ride, but riders must be committed to 2x or 3x week lessons. The intensive training of lessons on the same horse helps riders gain more confidence and ability to move through the levels at a faster momentum.
- ❖ **Riding Camps:** Cadence hosts year round camps during school breaks including spring, summer, fall and winter camps. Cadence also organizes regular riding “boot camps” for riders to gain extra experience or an extra edge to prepare for an upcoming show.
- ❖ **Interscholastic Equestrian Association:** Cadence has its own Interscholastic Equestrian Association (IEA) Middle School and High School Hunt Seat Teams for ages 4th through 12th grade. Tryouts for our team are held annually each July with the season running from August through March of each year. Minimum requirements include at least one year of professional riding instruction plus the ability to canter on a wide variety of horses.

❖ **Equine Management & Training Program:** Cadence is home to the world class training program under the management of our Head Trainer and Grand Prix Rider, Rebecca Buchanan. Riders in our training program own their own or lease horses and are competitive riders. Our riders compete at recognized shows throughout our state and across the United States at prestigious rated competitions recognized by the United States Hunter Jumper Association. Many of our riders have qualified for big equitation finals including the ASPCA Maclay Finals, Hunterdon Cup, USEF Medal, WIHS Hunter Jumper, National Horse Show Finals, Pony Finals, and more.

ADDRESS

14150 South Pine Street
Edmond, Oklahoma 73034

OPERATING HOURS

Monday through Friday 8:00 am - 8:30 pm
Saturday 8:00 am - 3:00 pm
Closed Sundays

