

# FULL MOON FARM

“The Area’s Finest Horse Facility”

[fullmoonfarm.com](http://fullmoonfarm.com)



## STUDENT HANDBOOK

*Updated 11/16/2022*

FULL MOON FARM, family-owned and operated, is a full-care horse boarding and lesson facility in the heart of Carroll County’s beautiful farmland. We are conveniently located near Westminster, Eldersburg, Reisterstown, and Ellicott City. The farm (which dates back circa 1836) comprises approximately 80 acres of land, located directly across the Liberty Watershed conservation area. This ideal location provides us with endless opportunities for riding.

### **This handbook includes:**

- Services and Facilities (page 1)
- Directions to FMF (page 2)
- Riding Instruction (page 3)
- Cancellations, Rescheduling, Vacations, and Medical Leave (page 4)
- Weather Policy, Late Policy, and Holiday Policy (page 5)
- Farm Etiquette and Safety Policies (pages 6-8)

### **SERVICES:**

#### **English Riding Program**

- Private & Group Lessons
- Boarding & Leasing

#### **Competitions**

- Equitation Teams
- Recognized Horse Trials
- Unrecognized Horse Trials
- Hunter/Jumper Shows

#### **Educational Programs**

- Summer Camps
- Day Camps
- Horsemanship Program
- Library Visits
- School Field Trips
- Scout Groups
- Homeschool Groups

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### **FACILITIES:**

#### **Two barn locations**

- Over 50 stalls
- Over a dozen turnout fields
- Eight quarantine stalls
- Two grooming barns
- Wash stall with hot & cold water
- Private boarder tack rooms

#### **Three lighted riding arenas**

- Indoor Arena
- Little Outdoor Arena
- Big Outdoor Arena

#### **Two cross-country courses**

- Enclosed Starter Course
- Intro thru Prelim Course

## **DIRECTIONS TO FULL MOON FARM**

**We are located at:**  
4326 Louisville Road  
Finksburg, MD 21048

### **FROM WESTMINSTER AND POINTS NORTH:**

Take Route 140 East from Westminster or West from Reisterstown to Route 91 South (Gamber Road) toward Gamber. At the first light (Deer Park Road) go left. Drive 1 mile and turn right onto Louisville Road; continue for 1 mile. On your right, you will see a white board fence and the large **Full Moon Farm** sign. Turn right onto the driveway and drive up to the parking area.

### **FROM ROUTE 70 AND POINTS SOUTH:**

Take Route 70 East from Frederick or West from Baltimore to Route 32 North (Sykesville Road). Drive approximately 8 miles north on Route 32 until you cross the intersection of Routes 32 & 26 in Eldersburg. Stay on Route 32 North; continue approximately 3.5 miles. You will cross over the Liberty Reservoir and continue up a long hill. Turn right onto Bollinger Mill Road. (This sharp turn comes up quicker than you'd expect.) Drive ~50 feet and turn immediately left onto Louisville Road. Continue 0.8 miles. On your left, you will see the large **Full Moon Farm** sign and a white board fence. Turn left onto the driveway and drive up to the parking area.

### **FROM ROUTE 795 FROM BALTIMORE:**

Take 795 North to Exit 7B (Franklin Blvd West). Go to the first stoplight (at Nicodemus Road) and turn right. Stay on Nicodemus Road through the stop sign at Berryman's Lane, and continue through the stop sign at Ivy Mill Road. (Nicodemus Road then becomes Deer Park Road.) Cross over the bridge at the Liberty Reservoir. Drive about another 3 miles and make a left onto Louisville Road; continue for 1 mile. On your right, you will see a white board fence and the large **Full Moon Farm** sign. Turn right onto the driveway and drive up to the parking area.

## RIDING INSTRUCTION

With more than 40 years of combined equine teaching experience, Karen and Stephen Fulton center their riding instruction around the “English Balanced Seat” philosophy. This method allows the student to form an excellent foundation on which to build a base for a variety of equine endeavors.

Here at Full Moon Farm, we welcome beginning, intermediate, advanced, seasoned, experienced, and pleasure riders (both children and adults). We focus on teaching riding as a fun activity. However, we emphasize that every student must be able to listen carefully, follow directions, and act responsibly and respectfully. Our first priority is the safety of both rider and horse. We stress good horsemanship— communication with and care of the animal.

We prefer to start all riders with a one-time 30-minute private **evaluation lesson**, regardless of prior riding experience. This allows the rider to determine whether FMF is a good fit, and allows the FMF instructors to determine what lesson path is appropriate for the rider. For anyone that has never been on a horse before (or hasn’t in a long time), we highly recommend an evaluation lesson to determine whether they enjoy riding.

*Many people love horses, but don't love riding them! It's better to find that out during the evaluation lesson, instead of committing to multiple private lessons. We do not offer refunds for riders that forego the evaluation and then decide they do not wish to continue lessons.*

### **Private Lessons**

Thirty-minute private lessons are intended for riders who are not yet ready to join group lessons, as well as for riders who are working on specific skills with their own horse. Private lessons are generally required for all children younger than 7 years old.

### **Group Lessons**

The basic requirements for group lessons are: walking, trotting, stopping, and steering. A rider must be able to do these tasks on their own (without an instructor next to them) before joining a group. Generally, the minimum age preferred for group lessons is 7 years old. We make exceptions for more mature 6 year olds who have sufficient riding ability. Group lessons contain between 3 to 7 students per lesson. Group size is intentionally kept small in order to maximize the amount of attention per student. Groups are formed based on ability primarily, then by age.

Group lessons are 50 minutes long. The 50 minutes is the actual time spent on our well-trained horses. We require all students to arrive at least 30 minutes prior to their lessons, so they learn proper grooming and tacking-up methods. Students are also expected to spend time (at least 10 minutes) after their lesson to cool down their horse, untack, re-groom, and put the horse away.

## CANCELLATIONS

If you need to miss a **lesson**, you must let us know by telephone **no later than 24 hours** prior to the start of the lesson. If you cancel within that 24-hour period or if you “no-show” (i.e., do not show up to) your lesson, you will be charged for that lesson. No make-up lesson will be given.

## RESCHEDULING

It is the rider’s/parent’s responsibility to schedule make-up lessons. If you do not call to reschedule your missed lesson, you will still be charged for it; we will not “roll forward” your lesson count (i.e., “tack on” the missed lesson to the end of your set) even if you forgot to reschedule it. **We rely on you to call us and let us know when you’re available for the make-up.** It is unlikely we will call you if you miss a lesson without notifying us (unless it becomes a pattern). Scheduling make-ups is best done ASAP, so you do not forget to call and end up missing the permitted time-period for the make-up. Even if the make-up lesson cannot be *ridden* within the weeks of the set, as long as the rescheduling *conversation* takes place within the weeks of your set, that’s usually fine!

For riders eligible for group lessons: A private lesson may be made up as a group lesson if your schedule conflicts with the private openings we have available. There will be no credit for the price difference if you choose to ride in a group in lieu of losing the private lesson.

For riders in group lessons: A group lesson may be made up as a private lesson if you wish to have a one-on-one lesson with an instructor. An additional cost will be charged.

## VACATIONS

If you will be on an extended vacation, please call the farm to notify us as early as possible. We still expect you to ride make-ups for any missed lessons. You may ride make-ups before or after the vacation, provided that we have advance notice. We will not roll forward your lesson count (i.e., place your set on hold or “tack on” any missed lessons to the end of your set).

## MEDICAL LEAVE

If you need to miss lessons for 4 or more consecutive weeks due to illness, injury, surgery, and/or pregnancy, please notify us ASAP. We will place your lesson set on hold until you are able to return. We will assume that you wish to reserve your lesson spot, so that you may return to it when you are able. Once you know your return date, please let us know right away. While you are on leave, we will use your spot for make-ups, and do not want you to have to wait longer than needed to return! If you do not wish to reserve your lesson spot, please let us know ASAP so we may give it to another rider.

## **WEATHER POLICY**

Because we have an indoor arena, we do not cancel lessons just because of rain, wind, or snow. If either Carroll or Baltimore County schools are closed due to weather (i.e., snow or ice) or there are thunderstorms, our lessons may be canceled for that day. Before you leave for lessons, please check our lesson status by looking at our Facebook page and/or calling the farm line extension 5 (Lesson Status/Weather Line). If you feel uncomfortable driving in the current/predicted conditions, please call us ASAP to ask for a make-up. As long as you do your part to let us know you're not coming in a timely manner, we can be flexible!

In the event that lessons must be canceled last-minute (usually due to sudden thunderstorms), we reserve the right to have one unmounted lesson in each 9-week period. These lessons generally focus on horsemanship skills that aren't generally covered during mounted lessons. If you choose to skip the unmounted lesson, you are ineligible for a makeup.

## **LATE POLICY**

We strongly emphasize that all students must arrive at the barn and to the lesson ring on-time. In order to keep all lessons on schedule, your lesson time is fixed. It is not fair to your instructor or the other riders in your lesson to have to wait around for you.

*For example: If your 30-minute private lesson starts at 2:00pm and you arrive to the ring at 2:10pm, your lesson still ends at 2:30pm. If you show up late for grooming and tacking, you still have a responsibility to your horse— you must groom and tack them properly. If you are late to your lesson because you arrived late or got distracted and thus didn't get to the ring on time, that's on you. If you are on time, but lessons are running behind due to other circumstances (e.g., a rider fall or other emergency), your lesson time will NOT be affected.*

## **HOLIDAY POLICY**

Lessons and shows will not be held on the following 5 holidays:

New Year's Day, Easter Sunday, 4<sup>th</sup> of July, Thanksgiving Day, and Christmas Day.

Additionally, we will not hold evening lessons on Christmas Eve or New Year's Eve. We may host clinics or other events on these days.

If your lesson falls on one of the above holidays, we ask that you call us to schedule a make-up. If needed, the holiday lesson can be added to the end of the lesson set without penalty to the rider, but you'll need to notify us ahead of time that this is your wish.

## **FARM ETIQUETTE**

**Help us protect our animals, riders, visitors, & property:  
Please review the following information and discuss it with your rider, family, and any  
visitors you may bring to the farm.**

### **PARKING AND DRIVING**

When driving on the property, please remember the following rules:

1. HORSES and PEDESTRIANS have the PRIMARY right of way.
  - a. TRACTORS and TRUCKS with TRAILERS also have right of way.
2. Drive SLOWLY (less than 5 mph).
3. NEVER drive on/pull off onto the grass.
4. NEVER try to pass another car or a horse.
5. LOCATE the pullover spots along the driveway before you need them. At the widest spot, two horse trailers can pass side by side.
6. PARKE carefully and DO NOT run into the FENCE. If parking spaces are full, drive very slowly along the driveway and park behind the Indoor arena.
7. NEVER pull up to the STOP sign at the top of the hill to drop off your rider.
  - a. All riders must be dropped off in the parking lot– the area prior to the large “ALL PARKING HERE” sign.
  - b. NEVER turn around or drop off past that point! It is extremely dangerous to any pedestrians, horses, dogs, and cats!

**Thank you for your compliance with these rules!**

### **DRESS**

All riders must wear long pants and hard-soled shoes with a small heel.

- Shorts are not allowed, no matter how hot it may be (unless riding bareback).
- No sneakers, tennis shoes, or hiking boots are allowed when mounted.
  - All footwear must be able to slide easily out of the stirrups for safety reasons!
  - If you come with improper footwear, you will not be allowed to ride unless you are able to ride without stirrups.
- A helmet (ASTM-approved) is REQUIRED for all riders.
  - We can provide helmets for riders who do not yet have their own, but as soon as you decide riding is for you, you should purchase your own.
- We require that you bring your own helmet, crop, saddle pad, and grooming supplies after your first 4 lessons. If you are in doubt about what to buy/wear, ask your instructor!

## RESPECT OUR PROPERTY

- DO NOT RUN unless there is an emergency.
- KEEP AN EYE on your children at all times.
- TRASH must be placed in trash cans or the dumpster.
- DO NOT CLIMB trees.
- DO NOT PET, FEED, CHASE, or HARASS our barn cats or dogs.
- NO PETS are allowed on the property during regular lessons.

## ENTERING THE INDOOR ARENA

**When within 30' of the Indoor Arena, YOU MUST YELL "DOOR DOOR" LOUDLY at least 3 times as you approach the door.**

Once a lesson has started, do not stand or walk up to the Indoor Arena doors. If you would like to watch the lesson, please use the doors at the far ends of the arena to enter the viewing rooms, which we call PCUs ("Parent Containment Units").

*PLEASE OPEN & CLOSE DOORS SLOWLY– the noise and action may startle a horse.*

## VISITORS & SPECTATORS

Parents, spouses, siblings, etc. are welcomed and encouraged to stay and watch lessons. However, it is important that the students hear the instructor without interference from spectators. Please be mindful of the following distractions:

- Speaking loudly, crying, yelling
- Cell phones ringing
- Walking around the arena/doors, running, throwing stones, etc.

All of these activities can spook a horse. Please note: visitors under the age of 12 must remain with a parent at all times. There should be no unattended children on the property at any time.

## DROP-OFF & PICK-UP POLICY

Riders should be dropped off **no more than** 40 minutes prior to their scheduled lesson and must be picked up **no later than** 30 minutes after their lesson has finished.

## THE GROOMING BARN

All students must learn to put on tack (saddle, bridle, girth, martingale, etc.) alone. To reinforce this process, we request that ALL parents, siblings, visitors, etc. remain OUTSIDE the Grooming Barn while riders prepare the horses. Working Students are available during beginner lesson times to train and assist riders. **DO NOT TACK UP FOR YOUR CHILD!**

Encourage your child to tack independently, while letting them know that help is readily available from the Working Students. Also, please do not block the entrance to the Grooming Barn– riders and horses are constantly coming in & out of the barn. For your own safety, wait at the picnic tables under the Pavilion or in your car.

## NOTICE BOARDS

There are two important places to check for information: the Lesson Board (located inside the small/left-side Grooming Barn) and the Events Board (located outside the Big School Tack Room in the big/right-side Grooming Barn). Riders should immediately check the Lesson Board for important information, including:

Instructor name, lesson time, lesson count, horse you're riding, where to tack up, and where to put the horse away after the lesson.

Check this list BEFORE & AFTER you ride– the place your horse is going after the lesson may change.

The Tack Card List is to the left of the Lesson Board, and must be checked every time you ride! Tack changes over time; never assume you know what the horse gets, no matter how many times you have ridden them.

## HORSE TREATS

As long as a horse isn't on the "No Treats Club" list, you may give them treats after your lesson– once your horse is untacked & groomed and all tack has been put away. Do NOT feed treats by hand; place them in your horse's stall feed bucket. You are welcome to feed our horses healthy treats like apples and carrots and occasionally mints.

Do not feed horses whole apples or large chunks of carrots– these are choking hazards! There are some treats that are safe for members of the "No Treats Club"; please check with barn management or your instructor for safe treats.

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### **FMF Handbook Acknowledgement Coupon**

Turn this coupon in with your payment for \$10 off your next lesson!

By signing below, I acknowledge that I have read and understand the information in this handbook. I agree to abide by all policies and rules.

Name of Rider:

Date:

Signature of Responsible Party:

*Clip, deduct, and attach this signed coupon to your next lesson payment.*

*Thank you for reading!*

*One use per family. Can be used toward lessons only.*

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