



**FULL MOON FARM**  
“The Area’s Finest Horse Facility”

**STUDENT HANDBOOK**

*Updated 10/1/2016*

FULL MOON FARM, owned and operated by Karen and Stephen Fulton, is a full-care horse facility located in the heart of Carroll County’s beautiful farmland. We are conveniently located just minutes from Reisterstown, Westminster and Sykesville. The farm (circa 1836) is situated on approximately 80 acres located directly across the Liberty Watershed conservations area. The ideal location provides us with virtually unlimited opportunities for trail/cross country riding.

This Handbook includes:

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**FACILITIES & SERVICES:**

❖ **Riding Lessons**

Group  
Private

❖ **Boarding**

❖ **Leasing**

❖ **Seminars / Clinics**

❖ **SummerDay Camps**

❖ ***Horses Are Fun Educational Program:***

Field Trips  
Scout Trips  
Home School Groups  
Libraries

Situated on approximately 80 acres of beautiful farmland in Carroll County.

- ❖ Large Shady Fields with Water running through them.
- ❖ Large Lighted Indoor Ring
- ❖ Lighted 200’ x 400’ All Weather Outdoor Ring
- ❖ Cross Country Courses from Elementary through Prelim
- ❖ Great Jumper & Hunter Courses
- ❖ 2 Water Jumps
- ❖ Streams and Ponds

- ❖ Stabling with over 40 Stalls
- ❖ Large Grooming Barn
- ❖ Wash Stall with Hot & Cold Water
- ❖ Multiple Tack Rooms
- ❖ Feed Room
- ❖ Multiple Turnout Paddocks with Shelters
- ❖ Heated Office
- ❖ Viewing Areas
- ...much, much more!!!

## **DIRECTIONS TO FULL MOON FARM**

**4326 Louisville Road  
Finksburg, MD 21048**

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

Take Rt. 140 East from Westminster or West from Reisterstown to Rt. 91 (Gamber Rd.) South toward Gamber. At the first light (Deer Park Rd.) go Left. Go one mile and turn right onto Louisville Rd. Go one mile on Louisville Rd. On your right you will see a white board fence and a black & white **Full Moon Farm** sign. Turn right onto the gravel driveway to the barn.

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

Take Route 70 East from Frederick or West from Baltimore to Route 32 North. Go approximately 8 miles north on 32 until you cross the intersection of routes 32 and 26 in Eldersburg. Stay on 32 North and go approximately 3.5 miles. You will cross over the Liberty Reservoir and go up a long hill. Turn Right on Bollinger Mill Rd. Go just 50 feet and turn immediately left onto Louisville Rd. Go 0.8 miles and you will see a black & white **Full Moon Farm** sign on a white board fence on your left. Follow the gravel driveway to the barn.

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

Take 795 N. to Exit 7B (Franklin Blvd. West). Go to the first stoplight (Nicodemus Rd.) and turn right. Stay on Nicodemus Rd. through the stop sign at Berryman's Lane and through the stop sign at Ivy Mill Rd. Nicodemus Rd. becomes Deer Park Rd. Cross over the bridge at Liberty Reservoir. Go about another 3 miles and make a left onto Louisville Rd. Continue for about another mile. **Full Moon Farm** will be on your right. Look for the white board fence, and turn into the gravel driveway by the black and white sign.

## 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 child and adult). We teach riding as a fun activity. We insist, however, that every student be able to listen carefully, follow directions, and act responsibly. Our first priority is safety of rider and horse. We stress good horse management and care of the animal.

### LESSON PACKAGES

#### **Group Lessons**

The minimum age we prefer for group lessons is 7 years old. However, we have made exceptions for more mature 6 year olds who have had previous experience on horses. Group lessons contain between 3 to 7 students per lesson. Group size is intentionally kept small to maximize the amount of attention per student. Group lessons are often arranged according to age of the rider, as well as ability level.

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 20 minutes prior to their lesson so they may be instructed as to proper grooming and tacking-up methods. Students are also expected to spend a little time after their lesson to cool down their horse, un-tack, groom, and put the horse away.

All group lessons are sold in packages of 9 lessons over a 9 week period. Cost\* for the 9 lesson package is paid for at the time of the first lesson (cash or personal check). Those 9 lessons must take place within that 9 week period. Every attempt will be made to reschedule the missed lessons within the 9 week period, but there are no guarantees. We can not reschedule more than 3 missed lessons. Full Moon Farm reserves the right to hold one unmounted lesson in each 9 week time period if weather conditions do not permit riding (i.e. lightning storm).

#### **Private Lessons**

Half-hour private lessons may be used for children / adults who are not quite ready to participate in group lessons. We use these lessons for children under the age of six. This allows even the smallest child a safe riding experience. Adults who may need a little more individualized attention also find these lessons helpful until they reach a point where they and their instructor feel they would be able to participate in group lessons. Half-hour lessons are also used for experienced riders to work on specific issues. Half-hour private lessons are sold in 3-week packages and are paid for the first week. The 3 lessons must be scheduled in a 3 week time period so that no lessons are lost.

**We start everyone in a one-time private *Evaluation lesson* so we can get to know each other.**

\*For current information, see the CURRENT rate card for “Full Moon Farm Service Prices”. Also see information on “Cancellations and Rescheduling”.

## **CANCELLATIONS / RESCHEDULING / VACATIONS & INJURIES/ WEATHER POLICY & LATE POLICY**

### **CANCELLATIONS**

If you must cancel a group lesson, it must be done by telephone **no later than 2 hours prior** to the start of the lesson. If cancellations occur in less than the 2-hour period or if you do not come to your lesson, you will be charged for that lesson and no make-up lesson will be given.

Cancellations of private lessons require 24 hours notice via telephone. If cancellations occur in less than the 24-hour period or if you do not come to your lesson, you will be charged for that lesson and no make-up lesson will be given.

### **RESCHEDULING**

It is the riders' (or Parent's) responsibility to schedule makeup lessons. It is recommended that you do this by telephone. If you do not call to reschedule your missed lesson, you will be charged for it. Remember, the nine group lessons are only good for the 9 week time period from when the session started. We cannot guarantee we will have room to reschedule it, but will make every effort to accommodate you.

Private lessons should be scheduled within the 3 week set. You may choose to ride in a group lesson instead as your make up if you have 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.

### **VACATIONS & INJURIES**

Please call the farm in the event of a serious injury or extended sickness if your Doctor has made a recommendation against riding of more than 1 week to make mutually agreeable arrangements.

We cannot guarantee holding a spot for your rider's return after an extended non injury related absence. We anticipate that you will ride each week, thereby holding your lesson spot as you are riding in it. If you will be away between sets for more than one (1) week, we ask that you ride a make up for the absences either before you leave or when you return. Three (3) weeks away will not guarantee your spot in a lesson when you return.

### **WEATHER POLICY**

If either Carroll or Baltimore County schools are closed due to weather (i.e. snow or ice), Full Moon Farm's lessons may be canceled for that day. Please call the farm line at 410 795 8371 extension #5 to check the "Weather Line" before you come. Morning lessons will be cancelled in the event of a school closure but lessons after 12 noon may be able to be held depending on conditions. The "Weather Line" will tell you what is happening! Please leave a message if you feel that you would prefer a makeup ride.

If schools are not closed but weather conditions are deteriorating (i.e. extreme cold under 25 degrees with a wind chill, snow, thunder and lightning, or severe storm warnings), please call before coming.

If the weather conditions make it necessary, Full Moon Farm reserves the right to have at least one unmounted lesson in every series of 9 lessons. (For example, a quick moving thunderstorm may force all to be inside at the last minute)

## **LATE POLICY**

We strongly emphasize that all students must be **on time** because we strive to keep our lessons on time. In order to keep everyone on schedule, you will be charged for lesson time beginning at the scheduled time of your lesson. For example: If your half-hour private lesson starts at 2:00 p.m. and you arrive at 2:10, your lesson will still be completed by 2:30 p.m. If you are on time, but due to other circumstances lessons are running behind, your lesson time will NOT be affected.



## **HOLIDAYS AND HOME HORSE SHOWS**

Full Moon Farm's lessons will not be held on the following holidays:

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

Lessons will also be canceled on the days of horse shows held at Full Moon Farm. These dates will be posted inside the grooming barn on the events board well in advance. We encourage all students to come out, to watch and to help!

If a lesson falls on one of the above holidays or horse show dates, the regular lesson may be rescheduled or can be added to the end of the lesson session without penalty to the student.

## **FARM ETIQUETTE**

In Order to ensure the safety of you, your child and the horses, we recommend that you review the following information and discuss it with your child. If you have any questions and / or comments, please feel free to discuss them with the Full Moon Farm Staff.

## **PARKING AND DRIVING**

When encountering oncoming traffic in the long driveway, please remember the following rules:

1. DRIVE SLOWLY (less than 5 mph)
2. NEVER pull off onto the grass
3. NEVER try to pass another car going in the same direction as you are.
4. There are pullover spots located along the driveway. Please locate them before you need them. At the widest spot, two horse trailers can pass side by side.
5. Trucks with trailers have the right of way.  
As do horses going to & from the lessons or fields.
6. Please park carefully and do not run into the white board fence. If parking spaces are full, drive very slowly thru the farm 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.
8. Never pull past the No Drop Off sign if you are dropping off. Do NOT ever attempt to turn around in the area by the flags. It is extremely dangerous to both horse & rider.

Thank you for your compliance with these rules! Protect our horses, riders, visitors & property.

## **DRESS**

Please be sure you are dressed appropriately for the weather for your FIRST LESSON. All riders must wear either: breeches, jodhpurs, jeans or long pants; a comfortable top; and hard-soled shoes. Shorts are not allowed, no matter how hot it may be. Long shorts may, however, be worn under long chaps. No sneakers, tennis shoes or hiking boots are allowed. 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. Protective headgear (ASTM approved with a harness, preferable) is REQUIRED for all riders. We can provide headwear for riders who do not have their own helmet. If you decide horseback riding is for you, this is often an excellent first investment, especially in the summer with lots of sweaty heads! If you are in doubt about what to wear, consult your instructor.

We cannot allow anyone with open toed shoes in the barn or near the horses! Please have all non riders wear appropriate footwear too!

## **RESPECT OF FULL MOON FARM PROPERTY**

- Please do not run
- Please place all trash in trash cans and dumpsters
- Please do not climb trees
- Always dress appropriately for riding: Be clean and comfortable; if you have boots and breeches, wear them. If in doubt about what to wear, see your instructor.
- Do not chase or harass barn cats or dogs
- Absolutely NO PETS are allowed on the property at any time during regular lesson days.

## **ENTERING INDOOR ARENA**

All people within 30' of the indoor arena must shout "door" loudly at least 3 times as you approach the door.

Once the lesson has been started, please do not stand or walk up to the large arena doors. If you would like to watch the lesson, please use the "person door" at the far end of the arena; there is a viewing room for your convenience at either end. PLEASE OPEN THE DOOR SLOWLY; the noise and action may startle a horse, resulting in a fall of the rider.

## **VISITORS / SPECTATORS**

Parents, spouses, etc. are always welcome and encouraged to stay and watch lessons. However, it is important that the students hear the instructor without interference from:

- ❖ spectators speaking too loudly
- ❖ suggestions from spectators
- ❖ cell phone usage
- ❖ walking around arena doors, running, throwing stones, etc.

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

## **PICK-UP / DROP-OFF POLICY**

Riders may be dropped off **no more than** thirty minutes prior to their scheduled lessons and must be picked up **no later than** thirty minutes after their lessons have finished.

## **THE GROOMING BARN**

All students must learn to put on tack (saddle, bridle, girth, martingale) alone. To reinforce this process, we request that ALL parents, siblings, or visitors remain OUTSIDE the grooming barn while the student prepares the horse. The instructor and working students are available to assist your child in case he/she has problems. **PLEASE DO NOT TACK UP FOR YOUR CHILD!** Encourage your child to tack independently, while letting him know/her know that help is readily available from the instructor or working students. Please do not block the entrance to the grooming areas since horses are constantly being led into and out of the barn. For your own safety, keep a clear path. Also keep small children near you at all times.

## **NOTICE BOARDS**

There are two important places to check for information: The Lesson Board (located inside the grooming barn) and the Events Board (located just outside the school tack room in the main barn). Check the Lesson Board for what horse you'll ride and what special tack has to be used with that animal. Read the board each week in case there have been any changes and or additions. Also, review the grooming rules that are ALWAYS posted just to refresh your memory. Check the Events Board for in-house news, area shows, upcoming activities, etc. Information can also be found on our website [www.fullmoonfarm.com](http://www.fullmoonfarm.com).

## **HORSEY TREATS**

Treats are allowed after your lesson and after your horse is untacked and all tack has been put away and the horse has been groomed. Do NOT feed treats by hand, please put them in your horse's stall bucket when they are put away after the lesson. You are welcome to feed our horses healthy treats like apples and carrots and occasionally mints. Do not try to feed a horse a whole apple or large chunks of carrots. They could choke. When in doubt, see your instructor for permission.

## FULL CARE BOARDING

For people owning their own horses, we have a limited number of stalls available for boarders. Please call the farm for current availability and pricing.

## MONTHLY LEASE OF A SCHOOL HORSE

(Limited availability to currently enrolled Full Moon Farm students only. Please call the farm for current availability and pricing.)

This is an excellent way to get more riding time without the full expense of owning a horse.

### **Full Lease**

Some FMF horses and ponies maybe available for full lease to our students. Essentially you are responsible for all the costs of the horse or pony's care but have a limit on medical costs and a 30 day cancellation in return for full access to your FMF horse friend!

Includes: first choice of mount for showing and lessons, riding on your own at your convenience (*by prior arrangement*), full use of the facilities as appropriate for mount and riding level, jumping permitted in indoor and little outdoor with permission of instructor, stall space, daily turnout, normal amounts of feed and hay, full tack room space, holding for farrier and dentist, administration of supplements and medication. A small fee is charged for blanketing. We do not allow jumping on your own in the Big Outdoor or in the Field ever. Rider may use the school tack if not shared with another horse who is using it for a lesson at the same time.

### **Half Lease**

Some FMF horses and ponies maybe available for half lease to our students.

Club Fee: \$200 for 12 month lease, \$100 for 6 month lease or \$75 for 3 month lease.

This recurring fee is non-refundable and due at contract signing.

Includes FMF Intro to Riding on Your Own.

*Fee is Waived for Working Students with ongoing weekly shift.*

The monthly cost of the half lease is \$240. Horse use fees at shows still apply as per rate schedule.

Your monthly fee includes a share of all the costs to keep a horse or pony and to run and maintain the farm. Rider is responsible for the cost of having shoes drill and tapped for studs if needed for showing and for replacement of shoes lost while riding on your own or at a show.

**Benefits:** first choice of mount for showing and clinics, riding leased mount on your own twice a week (*by prior arrangement*), use of the facilities as appropriate for mount and riding level (however we do not allow jumping on your own on a half lease), and partial tack room space. Rider may use the school tack.

Plan to schedule your 2 weekly rides for recurring times at lease signing. (Ex. Tues at 4:30 and Sunday at 2). The office will help select times when the ring and desired/approved mount is available. We request 24 hours notice if you cannot attend your lease ride. If needed, each month 2 rides cancelled 24 hours in advance may be rescheduled within the lease month. All scheduled rides which conflict with other FMF events may be rescheduled in advance.

The lease will be restricted to certain activities based on the rider/horse combination. In addition to riding ability, the student must be able to groom and tack up the horse alone and understand how to properly warm-up and cool down a horse eligible for leasing.

\*This program is an excellent step in between just riding once a week and owning a horse. The In the event that your leased horse becomes ill or lame, you will be given another animal to ride on your appointed days. See Karen Fulton for more information.

Please see the website for current full and half lease costs.

## **WORKING STUDENT PROGRAM**

(For currently enrolled students ages 11 and up)

This program allows the student rider an opportunity to gain experience with horses and earn extra riding/lesson time. The working student is expected to be responsible, accountable and willing to work. If, for example, the student is to be here on Tuesday from 4:00 until 7:00, then the student should be here on time. If the student cannot be at the farm at the scheduled time, then the student should call no later than 2 hours before the appointed work time is to begin. If the student is unable to work at the appointed time, he or she should make an attempt to find a replacement. We have a 3-week trial training period where no hours accumulate just to make sure that the Working Student Program is for that individual. This is NOT a time for socialization. It is a time for learning and work. See Karen Fulton for an application.

## **CAMP/EDUCATION PROGRAMS/ FIELD TRIPS/ BIRTHDAY PARTIES**

### **SUMMER DAY CAMP**

Campers between the ages of 6 and 15 are welcome to participate in three 1-week sessions. (Mon – Fri): one week is offered in June, one week is offered in July, and one week is offered in August. This is a horse-related camp and all of our activities center around the horse, it's care and handling. If your child loves horses and wants to spend a lot of time around them, on them, and in the stable, then this is the camp! Please call the farm or check the events board for registration forms.



### **BIRTHDAY PARTIES**

We also offer “custom-made” birthday parties for children. Party activities may include the following:

- “Meet the Horses”
- Horse / Pony rides
- Age appropriate games
- Scavenger hunt
- Arts & Crafts
- “Take-Home” packets

An enclosed area is available for food, gifts and decorations brought from home. Please call the farm for pricing and scheduling information.

## **HORSES ARE FUN! HORSE EDUCATION PROGRAM**

Our *Horses are Fun!* Horse Education program consists of programs and field trips specifically and uniquely designed for libraries, preschools, grade schools, home schools, and scout troops. Components of the programs include:

- Tour of 80-acre facility
- Presentation of various breeds and types of horses and ponies
- Talks on equine subjects
- Demonstration of horse and farm chores
- Saddling and grooming demonstrations
- Nutrition talk
- Riding apparel discussion / presentation
- Age appropriate games
- Arts & crafts activities
- Scavenger hunt (reinforces material learned during session)
- “Take Home” packets
- “mini-lesson” or horse/pony ride (for some programs)

Please call the farm for pricing and scheduling information.

### **RESOURCES**

**TACK SHOPS**-(Horsey places to buy helmets, boots, clothing, etc.)\*

Maryland Saddlery  
15001 Falls Road  
410 771-4135

Stablemates  
4502 Rt. 144  
301 829-0333 (Mt. Airy)

Dover Saddlery  
Hunt Valley

\*For showing, you’ll need beige/buff breeches or jodhpurs, paddock boots or tall boots (rubber or leather), white shirt, belt, and dark coat (navy blue or black with or without pinstripes).

### **BOOKS**

A good beginner’s book is: Usborne’s Starting Riding  
Happy Horsemanship  
United States Pony Club “D” Manual

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#### **FMF HANDBOOK ACKNOWLEDGEMENT COUPON**

**\$10**

By signing below I am acknowledging that I have read and understand the lesson policies and farm etiquette expectations.

Name of Student: \_\_\_\_\_ date \_\_\_\_\_

Signature of responsible party: \_\_\_\_\_

*Clip, deduct and attach signed coupon to your lesson payment – Thanks for reading!  
Available to every family one time please. Can be used against lessons only.*