



119 Drakebrockman Drive, Holt, ACT 2615
+612 62549190
admin@pegasusact.com.au
www.pegasusact.com.au
ABN: 85 460 683 554

Participant Information 2025

About Pegasus

Established in 1974, Riding for the Disabled ACT Inc. (Pegasus) is an iconic charitable organisation serving the ACT and local NSW region. Pegasus provides horse-facilitated programs and activities aimed at developing abilities for people living with disability. We offer mounted, unmounted Horseability, and school holiday programs.

Apart from being fun, horse riding exercises the whole body, improving muscle strength and flexibility, coordination and balance, fine and gross motor skills and development, core strength and stability, concentration, and focus. Working with horses encourages responsible and caring attitudes, and helps to build confidence, self-esteem, communication skills, leadership, and trust. All delivered in a supportive and socially integrated setting.

2025 term dates - Pegasus term dates are within ACT government school terms, with each term consisting of 9 weeks.

Pegasus will not operate programs including school holiday programs throughout the four weeks in July.

Term 1 - Monday 10 February to Saturday 12 April 2025

Term 2 - Monday 28 April to Saturday 28 June 2025

Term 3 - Monday 28 July to Saturday 27 September 2025

Term 4 - Monday 13 October to Saturday 13 December 2025

Pegasus horses

Pegasus horses are specially selected for temperament and conformation, and specifically trained to work with people with disability. Each horse undergoes extensive training before they are ready for classes and continues weekly training during their working life.

The care and wellbeing of participants and horses is paramount at Pegasus. We strive to provide great care for our horses.

Our Horse Manager and Coaches continually monitor the suitability of a horse and participant combination, and there may come a time when a participant must cease riding a particular horse. We will endeavor to find a suitable replacement but, unfortunately, we cannot guarantee this.

Pegasus Programs

Pegasus offers two unique programs.

- Our traditional RDA programs focus on delivering horse facilitated services to people with disability through our mounted riding programs and unmounted Horseability programs; and
- Our Horses Helping Humans (HHH) program, this is a licensed program developed for youth at risk and disadvantaged youth, and is a short 5 week ground work program where participants learn to work and connect with horses on the ground. No riding is offered under this program.

Pegasus Coaches and Facilitators

RDA Coaches are qualified under Riding for the Disabled Association (RDAA) National Coaching Accreditation Scheme. They have knowledge and skills in disabilities, safety, first aid, coaching, horsemanship, and the selection and training of horses.

Horses Helping Humans (HHH) programs are delivered by fully qualified facilitators under the training of Sue Spence and is recognised across Australia and New Zealand. They have knowledge and skills in youth at risk, safety, first aid, coaching, horsemanship, and the selection and training of horses.

Pegasus Volunteers

Pegasus volunteers are trained under the RDAA Volunteer Training Program, in assisting people with disability. We provide up to three volunteers per participant to assist them with riding: a 'leader' and up to two 'side walkers' based upon the participants needs.

Attending lessons

Pegasus requires participants to arrive 15 minutes prior to the start time for the lesson, so that they have time to put their helmets on, hear the briefing for the session and be ready to start at the scheduled time. This helps the participant transition calmly and safely to the session, which makes for a better outcome for all involved.

Participant forms

All participants will be required to fill in a set of forms before they can ride at Pegasus, and ongoing each calendar year.

Necessary forms are:

- **Expression of interest form**
- **Participant Information Form** is an online form and must be completed before the participant can commence at Pegasus. This form includes medical information and may require consent from a GP before commencing programs.
- **Participant Acceptance Form** is an online form and must be completed when a place has been offered, failure to submit this form within the deadline may result in your place being given to someone else. This form also includes Photography and Video Consent.
- **Service Agreement** will be completed by a parent or guardian on behalf of the participant. This covers program details and the agreed invoicing and payment schedule.

Pegasus has a central database, and all information is stored securely with access by authorised persons only, including dual factor authenticity.

Payment of Fees

Fees and payment schedule for participants' programs will be outlined in their "quote".

Pegasus requests that payment of fees be received within **14 days from the invoice date**. An email reminder will be sent out to participants, parents, or guardians if payment has not been received within 14 days and a friendly follow-up phone call will be made for all outstanding fees that have not been received after 21 days of the invoice date.

Invoices will be sent to participants. Individuals are responsible for claiming their own NDIS reimbursements from their funds or plan manager. Pegasus will not make claims on your behalf.

Please note: A participant's place in the Pegasus programs will be put at risk if fees are not paid in full after 21 days of the invoice date.

Payment methods

- **Electronic transfer** payments can be paid directly into our bank account. Details are:
Bank: Beyond Bank
Account Name: Pegasus
BSB: 325 185
Account Number: 0362 6815
Reference: Participant's full name or invoice number.
- **Credit card** payments can also be made over the phone by calling 02 6254 9190.
- **Cash** payments can be made at the Pegasus office during working hours: 9am to 5pm, Monday to Friday.
- **Cheques** should be made out to 'Pegasus' and can be posted to us at 119 Drake Brockman Drive, Holt ACT 2615 or dropped into the office during working hours.

Riding scholarships

Thanks to the support of generous donors, Pegasus has a limited number of Riding Scholarships available. Email notifications will be sent out for opening and closing dates of application. Preference will be given to participants who will financially struggle to attend Programs. These scholarships support people with a disability who aspire to develop their potential through horse-related activities and associated therapy, through one of our programs.

Responsibilities of Participant / Participant's representative

The *Participant / Participant's representative* agrees to:

- communicate to Pegasus about the participant's goals and objectives and reasons why they wish to attend Pegasus
- notify Pegasus staff of any participant health concerns or issues and keep Pegasus informed of any changes to contact details, emergency contacts etc.
- wear appropriate clothing such as long comfortable pants, a shirt that protects the shoulders and neck from the sun
- treat Pegasus staff, volunteers and horses with courtesy and respect
- understand and follow the direction of the coach during emergency procedures
- talk to Pegasus if the participant has any concerns about their program and ask for help where necessary

Responsibilities of Pegasus

Pegasus agrees to:

- provide a thorough assessment of the participant's needs and goals in the development of their personalised program
- provide qualified program support in a safe and supportive environment
- communicate openly and honestly in a timely manner
- treat the participant with courtesy and respect
- listen to the participant's feedback and resolve problems quickly

Pegasus Cancellations

Pegasus may be required to cancel classes due to risk of bush fire, inclement weather, or extreme heat. Sessions that are cancelled at any time on behalf of Pegasus will not be charged to the participant. Occasionally if Pegasus is unable to provide the required qualified instructors and support personnel for a safe and effective program on that day, the session will be cancelled the participant will not be charged for that session.

On Total fire ban days, it is a requirement that all participants be accompanied by a parent or carer who remains on the property for the duration of the lesson, in case of evacuation.

If for any reason Pegasus does need to evacuate in an emergency and there is no transport available for the participant, Pegasus will arrange transportation to McDonald's at Kippax Shops, and remain with the participant until they can be collected. Please note that Pegasus reserves the right to evacuate in times of emergency and it may be a member of staff or a trusted volunteer that carries out the evacuation under direction of Coaches and the Emergency Team. Every person at Pegasus **must** report to the common room to sign in and sign out.

Pegasus has a **Weather Policy** stating that classes may be cancelled, due to extreme heat or High winds or other weather events. This is for the safety of participants, volunteers, staff, and horses. Wherever possible, Pegasus will provide advanced warning of cancellations, there will be no charge for Pegasus cancelled classes. A copy of the policy is available on request.

Participant cancellations

Pegasus requires a minimum 24-hour notification if the participant cannot make a scheduled session to be considered for a credit or refund. Participants will receive a maximum of two cancellations per term where they may be eligible for a credit or refund, any cancellations above this will be charged in full regardless of notice period given. Credits or refunds will not be allocated for the following:

- No Shows
- Less than 24 hours' notice
- Exceeding two cancellations in a single term

Ending the Service Agreement

Pegasus may end the Service Agreement with minimal notice under the circumstances where:

- the participant no longer meets the criteria for a place at Pegasus, including no longer meeting the under 60kg weight bearing limit for Pegasus' Riding (mounted) program
- the participant is unable to maintain a regular commitment to their lesson times
- Pegasus becomes unable to provide a safe and effective program due to lack of available resources. For example, a horse or staff member becomes unavailable due to illness or injury
- the participant is not able to meet the fee payments.

Health, safety, and risk management

Pegasus strives to provide a safe and supportive environment for participants, volunteers, and staff. Safety and risk management is the responsibility of everyone involved, including all participants. Participants or their parents/guardian have a responsibility to notify staff of any safety issues that come to their attention.

- Whilst our horses are well trained, they are living creatures and by nature can be unpredictable.
- Please observe all signs and instructions whilst at Pegasus, these are there for your safety.
- Participants are the responsibility of the parent/carer until the coach takes them into class.
- All non-riding children must be supervised by an accompanying adult whilst on the property. Coaches are only able to supervise participants during their lesson.
- Participants should wear long comfortable pants, a shirt that protects the shoulders and neck from the sun, smooth-soled shoes and sunscreen. Loose clothing and jewelry should be removed or fastened to avoid flapping.
- Helmets are compulsory for all participants including both ridden and unmounted Horseability programs. Helmets are available at Pegasus for use during class, or you are welcome to bring your own. All helmets must meet the standards set out in the RDAA helmet guidelines and must not exceed 5 years beyond their manufacturing date. This can be found on the Australian standards sticker inside the helmet.

Falls and accidents

It is Pegasus' policy that after any fall, no matter how small, the participant will not resume for the remainder for the session. This is to help protect from any further risk from possible concussion or physical injury that may not be evident at the time. Where possible, the coach will reintroduce the participant to their horse at the end of the class as to finish the lesson on a positive.

All RDAA policies can be made available upon request.

Consent to provide medical attention

In the event of an accident or incident, it may be required that the coach or appointed first aid officer is required to provide first aid and/or call emergency services. Consent to provide first aid is required for all participants under the age of 18. Upon the completion of the 2025 RDAA *Participant Acceptance Form* it will be accepted that as a parent or guardian you give consent to the following under section – Consent to Participate as shown below.

I consent to receiving any medical treatment that RDAA considers necessary or desirable during or as a result, whether directly or indirectly, of my participation in a RDA Activity. I also agree to reimburse RDAA for any costs or expenses incurred in providing me with medical treatment, including but not limited to Ambulance costs.

If you do not give consent for first aid to be given, you will be required to provide a letter outlining you do not give consent and the reason why (example religious beliefs), and in the case of an accident what is required to be done.

Feedback, complaints, and disputes

Feedback, complaints, and disputes can be raised with your coach or the Chief Executive Officer, Matthew Watson, on matt.watson@pegasusact.org.au or 02 6254 9190.

Contacts

119 Drake Brockman Drive Holt 2615

Phone 02 6254 9190 or emailing: admin@pegasusact.org.au

- CEO – Matthew Watson - matt.watson@pegasusact.org.au
- Program Coordinator – programs@pegasusact.org.au
- Volunteer Coordinator – volunteers@pegasusact.org.au
- Administration Officer - Chai Jaiyai - admin@pegasusact.org.au

Pegasus Fee Structure valid until June 30 2026

Session type	Session length	NDIS Support Item Number	Cost per session	Explanatory
Participant Registration	NA	NA	\$150 per calendar year Not claimable from NDIS	Riding for the Disabled Australia (RDAA) membership for personal accident insurance for Participants.
Mounted Group weekdays	60 Minutes	04_104_0125_6_1	\$110.23 - \$70.23 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 45 mins actual riding time. Participants to arrive 15 mins before class start time to get ready. Approx. 1-hour total lesson time.
Mounted Private weekdays	30 Minutes	04_104_0125_6_1	\$110.23 - \$70.23 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 30 mins actual riding time. Participants to arrive 15 mins before class start time to get ready. Approx. 45 mins total lesson time.
Unmounted Group weekdays	60 Minutes	04_104_0125_6_1	\$110.23 - \$70.23 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 45 mins actual class time. Participants to arrive 15 mins before class start time to get ready. Approx. 1-hour total lesson time.
Unmounted Private weekdays	30 Minutes	04_104_0125_6_1	\$110.23 - \$70.23 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 45 mins actual class time. Participants to arrive 15 mins before class start time to get ready.
Mounted Group Saturdays	60 Minutes	04_105_0125_6_1	\$138.83 - \$98.83 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 45 mins actual riding time. Participants to arrive 15 mins before class start time to get ready. Approx. 1-hour total lesson time.
Mounted Private Saturdays	30 Minutes	04_105_0125_6_1	\$138.83 - \$98.83 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 30 mins actual riding time. Participants to arrive 15 mins before class start time to get ready. Approx. 45 mins total lesson time.
Un Mounted Group Saturdays	60 Minutes	04_105_0125_6_1	\$138.83 - \$98.83 is claimable from NDIS if included in your plan	Includes horse, coach, and volunteer support personnel. 45 mins actual class time. Participants to arrive 15 mins before class start time to get ready. Approx. 1-hour total lesson time.
Horses helping Humans Weekday	4 x 75min minute sessions	04_104_0125_6_1	\$120.00 per session - \$67.56 is claimable from NDIS if included in your plan	Includes horse, facilitator, and volunteer support personnel. Participants to arrive 15 mins before class start time to get ready. As this program is fixed, it will be invoiced for the full 5 sessions regardless of attendance.
Horses helping Humans Saturday	4 x 75min minute sessions	04_105_0125_6_1	\$148.00 per session - \$95.07 is claimable from NDIS if included in your plan	Includes horse, facilitator, and volunteer support personnel. Participants to arrive 15 mins before class start time to get ready. As this program is fixed, it will be invoiced for the full 5 sessions regardless of attendance.
Cancellation Policy - 24 hours' notice must be given, or full fee will be charged.				

NDIA Support Catalogue NDIS Price Guide

Reg group number	Reg group name	Support category number	Support category name	Support item number	Support item name	Support item Description	National Non-Remote (MM1-5)
0125	Participation in Community, Social & Civic Activities	4	Assistance with social and community participation	04_104_0125_6_1	Access Community, Social & Rec Activities – Standard Weekday Daytime	Provision of support to enable a participant to engage in community, social and/or recreational; activities	\$70.23
0125	Participation in Community, Social & Civic Activities	4	Assistance with social and community participation	04_105_0125_6_1	Access Community, Social & Rec Activities – Standard Saturday	Provision of support to enable a participant to engage in community, social and/or recreational; activities	\$98.83