

Burnaby Horsemen's Association Policy: **Guests & Visitors**

Approved: [Jan 12, 2022](#)

1 Applicability

This policy applies to all guests and visitors to all Burnaby Horsemen's Association (BHA) facilities. A guest or visitor is any person who is not a current member of the BHA. Membership is required for all equine related activities and interactions on the BHA designated facility except as set out in the following policy.

2 Policy

- a) Guests and visitors are welcome at BHA facilities, to promote interest in equestrian activities and the BHA. The BHA is open and courteous to responsible non-BHA members, as part of our agreement to operate the facilities on public property.
- b) Guests and visitors must conduct themselves in a manner that is safe for themselves, other members, horses, and anyone riding, exercising, walking, or near a horse.
- c) Visitors are permitted to visit unsecured (unfenced) areas of the property at any time. They are permitted in the fenced barn compound and the downstairs area of the barn (but not the upstairs), but only if a member is present at all times.
- d) Members are responsible for the guests they bring to the facility and may invite them to accompany members all throughout the facility.
- e) Contractors may have access to any part of the facility, as required to complete their work.
- f) Guests and visitors must not be left on their own within the barn(s) if there is no member present. If a guest or visitor is younger than 16 years of age, a member must be in the near vicinity of the person at all times. A member is responsible for the actions of any guest the member invites into the BHA facilities.
- g) Guests and visitors must not open any stall door or enter any stall or paddock without the owner/leaser being present, and must not feed horses without permission of the owner/leaser.
- h) Guests and visitors are welcome to observe riding in any of the indoor or outdoor rings. Depending on the activities occurring in the ring, riders/horse handlers may ask guests/visitors to remain outside the fence or gate or in the seating area of the indoor.
- i) Guests may participate in equine related activities (i.e. caretaking, riding/exercising/handling) only when the applicable waiver has been signed and submitted to the BHA prior to interaction. Waivers can be submitted online or as a hard copy to the drop boxes in the barns.

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- j) BHA assets are paid for and maintained by the membership and space is often at a premium, especially in the indoor arena during winter months. We ask members to be mindful of these facts and to limit guest rides in the indoor to times when the ring is not busy. Acceptable reasons for non-members riding include buyers or leasers trying out a horse and occasional casual rides by family and friends. If the member wishes to invite a guest to ride for a reason other than those listed above, please contact the board in advance via email for approval.

- k) A BHA member who observes a guest acting contrary to this policy and the rules of the facility must ask the person to stop the behaviour immediately and/or speak with the member who has invited the Guest or Visitor. If they continue, the person may be asked to leave BHA premises.

3 Supporting Documents

- a) Related BHA Policy
 - i) General Barn Safety Policy
- b) Related BHA Forms
 - i) Facility Waiver

4 Review Schedule

Policy Approved:	Jan 12, 2022 (BHA Board of Directors)
Policy Owner:	General - Vice-President
Next Review Scheduled:	Jan 2023

5 Version History

Date	Version Number	Details
June 2019	1.0	Initial version posted on BHA website
Sept 15 2021	2.0	Revised to clarify definitions, remove fire/drugs/alcohol references (intended to be included in a new general safety policy), remove guest fee, remove time limit
Jan 5 2022	3.0	Limit non-member riding in arenas, which are assets paid for by members. Since we currently have non-riding members that pay a fee, those without memberships, even if accompanied by a member, should not be riding <i>regularly</i> in the arenas.