

2024 | 2025



# EQUESTRIAN PROGRAM HANDBOOK

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## Message from our Director of Equestrian



### Continuing the QMS Equestrian Legacy!

With nearly 100 years to its credit, the QMS Equestrian Program has established itself not only as a leader in the horse community on Vancouver Island but as a Centre of Excellence for equestrian education around the globe. Our QMS “Equestrian Marquee Program” provides world-class equine-focused learning for students of all ages and abilities, all experience levels and cultural backgrounds.

Whether it be through riding, horsemanship, equine facilitated wellness & leadership, or our accredited equine science course offerings, this unique program allows students to explore mental and emotional performance, practical skill building, health, and the effectiveness of steadfast physical training in a safe experiential learning environment.

Our exceptional team of professionals strives to provide the best experience possible for all students regardless of age or ability. Every member of our team embodies the values that have so greatly contributed to the School’s longevity and the equestrian program’s success: dedication, perseverance, collaboration, leadership, community engagement and infectious spirit.

When immersing themselves in our equestrian environment and surrounded by these values, students will not only learn to achieve their own success—whatever that looks like—they will also learn essential life lessons along the way. It is these valuable life lessons, combined with a passion for horses, that creates the real magic of our program and contributes to the continuing QMS equestrian legacy each and every day.

Full details of our Equestrian Program and its many offerings are included in this Handbook. I welcome any questions you may have and look forward to working with you as part of our QMS equestrian family this year.

Sincerely,



Angela Dobbie  
Director of Equestrian



## 1.0 Equestrian Marquee Program Curriculum

The curriculum used in the QMS riding program is based on the Long Term Equestrian Development Guidelines offered by Equestrian Canada ([www.equestrian.ca](http://www.equestrian.ca)). QMS riders become knowledgeable, skilled and responsible members of the equestrian community, whether they ride competitively or for fun. Rider training focuses on the Hunter, Jumper and Equitation disciplines with an emphasis on flat work fundamentals which provide a sound base for every rider and inspiring a spirit of sportsmanship.

Students enrolled in the Equestrian Program will receive credits towards their Physical Health Education (PHE) or Equestrian Athlete classes. Additional equestrian credit courses are available for students in Grades 10 to 12. Please refer to [Appendix 1](#) to explore further equestrian academic credit options.

Having the Shirley Burr Equestrian Centre on campus allows students to pursue their riding goals while participating fully in the academic, artistic, social and other athletic activities offered during our busy QMS school week. This integrated approach to equestrian learning provides students with the opportunity to seamlessly pursue their passion while remaining fully engaged in academic pursuits. Graduates of the QMS Equestrian Program are seen as exceptionally well educated, both in the saddle and in the barn, and have successfully pursued their goals in riding, coaching, stable management and veterinary sciences.

### 1.1 Program Outlines

The Equestrian Program is divided into two programming streams:

#### School Horse Programs

Rookie Riders  
Intro to Riding  
Learn to Ride Program  
Royal Riders  
Single Lessons "A la Carte"

#### Competition Programs

Royal Riders – IEA Option  
Half Lease Program  
Team QMS

**Please note for all riders:** Riding applications will be reviewed and approved by the QMS Equestrian Department before a rider's program will be confirmed. New students with previous riding experience must provide a one to two minute video to accompany their riding application. In some cases, an assessment lesson may be booked to assist the Equestrian Department with placing the student in an appropriate program.

### SCHOOL HORSE PROGRAMS

#### Rookie Riders

Rookie Riders is a program suitable for younger students (Grades 2 through 5) who are completely new to riding. This is a Horse Council of BC program that teaches activities and skills that are fundamental to success in horseback riding. Students will be prepared with the basics before moving into a school riding program. Activities include games, basic gymnastics on mats, movements on a barrel and activities that lead towards some riding. The Rookie Riders program will provide a strong foundation for the Learn to Ride Program, Level 1. **Please note:** this program will only run in the winter season and will build up towards riding but will not include riding on horseback at the start. Some workshops may be available to riders at this level.



### Intro to Riding

Intro to Riding is a program suitable for older students (Grade 6 & up) who are completely new to riding. Like the Rookie Riders program, Intro to Riding teaches activities and skills that are fundamental to success in horseback riding. Activities include: games, basic gymnastics on mats, movements on a vaulting horse, and activities that lead towards some riding. Students will be prepared with the basics and a strong foundation before moving into a school riding program, such as the Learn to Ride Program, Level 1. **Please note:** this program runs alongside the Rookie Rider program in the winter season only and will build up towards riding but will not include riding on horseback at the start. Some workshops may be available to riders at this level.

### Learn to Ride

The Learn to Ride Program (LTR) introduces safe riding and horsemanship practices to riders with limited or no prior riding experience. In seasonal lessons/classes, students will learn to walk, trot, canter and prepare their horse for riding. LTR riders should ride at Equestrian Canada Rider Level 2 (or equivalent) to proceed to Royal Riders. Some competitions, workshops and clinics may be available to riders at this level.

### Royal Riders

Royal Riders assists riders in developing their skills both in the saddle and in the stable. Riders in this program will take an average of two (2) lessons/classes per week using a school horse. This program is available for students riding at Equestrian Canada Rider Levels 3 to 6 (or equivalent), with completion of Equestrian Canada Rider Level 2, QMS Learn to Ride Program or an equivalent riding program required as a prerequisite. Some competitions, workshops and clinics are available to riders at this level.

### Single Lessons – “A la Carte”

For keen riders wanting additional time to brush up on their skills or continue riding during the programming off season, single “a la carte” lessons may be requested with scheduling based on Equestrian program capacity and resource availability. Riders wishing to schedule additional lessons should check with their coach.

Program	Equestrian Rider Level	QMS Credit Options	Average Lessons or Contacts per week	Rider Level Theory & Stable Management Program	Horseman-ship Workshops	Clinics	Horse Shows
<b>Rookie Rider</b>	Pre-EC Rider Levels	N/A	1 Lesson (seasonally – Winter)	Topics covered in program	Optional Additional Fee	N/A	N/A
<b>Intro to Riding</b>	Pre-EC Rider Levels	N/A	1 Lesson (seasonally – Winter)	Topics covered in program	Optional Additional Fee	N/A	N/A
<b>Learn to Ride LTR</b>	1 & 2	Credited through the <b>Physical &amp; Health Education Program</b> (Gr. 3–12)	2 Lessons (seasonally – Fall &/or Spring)  Scheduled both within and outside of the timetable	Required & Included	Optional Additional Fee	Limited Optional Additional Fee	Limited Optional Additional Fee
<b>QMS Royal Riders</b>	3–6	Credited through the <b>Physical &amp; Health Education Program</b> (Gr. 3–12)	2 Lessons  Scheduled within the timetable when possible	Required & Included	Optional Additional Fee	Optional Additional Fee	Optional Additional Fee
<b>Single Lessons “A la Carte”</b>	3 – 6	N/A	Upon request based on EQ program capacity & resource availability	N/A	N/A	N/A	N/A



## COMPETITION PROGRAMS

### Royal Riders – IEA Option

The Royal Riders IEA (Interscholastic Equestrian Association) Option is the same program as Royal Riders - only one program fee applies - however the IEA option provides more committed riders in Grades 4 through 12 an opportunity to compete in the US-based IEA program. Students ride twice (2) per week year round in the standard Royal Rider program using a school horse. The “IEA Option” offers additional info sessions, prep clinics, practice lessons, and practice shows (for an additional fee) for students wanting to pursue the competitive aspect of riding with a goal of participating in the IEA program. To take advantage of this program students simply need to enroll in Royal Riders, advise the Director of Equestrian their intent to participate in IEA, and attend the IEA-designated events throughout the year (offered at additional cost).

### Half Lease Program

The Half Lease program is a competitive stream for more serious riders in Grades 4 through 12. This program provides the experience and responsibility of owning a horse, but without the full commitment. Students ride three (3) times per week year round using their half lease horse. This program is available for students riding at Equestrian Rider Levels 3 through 6 (or equivalent). Local and International IEA events, horse shows, workshops and clinics are available to riders at this level.

### Team QMS

Team QMS advances committed riders who demonstrate good horsemanship, leadership and sportsmanship, both in the saddle and on the ground. Team QMS riders and horses will be in a full training program, compete at the regional, national or international level, and are required to participate in clinics, workshops and the High Performance Foundations Program. Students on Team QMS should ride at Equestrian Canada Levels 3 to 10 (or equivalent) and board or lease an appropriate performance horse.

Program	Equestrian Canada Rider Level	QMS Credit Options	Average Lessons or Contacts per week	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Team QMS</b> <i>TQ5</i>	3—10	Credited through the <b>Physical &amp; Health Education Program</b> (Gr. 3—10)  <b>Equestrian Athlete</b> (Gr. 11—12)	Full training program Scheduled both within and outside of the timetable  Full Lease or Own Required	Required & Included	Up to 5 Workshops  Included	2 Clinics  Required Additional Fee	2 Horse Shows  Required Additional Fee
<b>Half Lease Program</b>	3—6	Credited through the <b>Physical &amp; Health Education Program</b> (Gr. 3—12)	3 Lessons Scheduled within the timetable when possible	Required & Included	Up to 3 Workshops Included. Additional workshops available for an additional Fee	Optional Additional Fee	Optional Additional Fee
<b>QMS Royal Riders – IEA Option</b>	3—6	Credited through the <b>Physical &amp; Health Education Program</b> (Gr. 3—12)	2 Lessons Scheduled within the timetable when possible	Required & Included	Workshops Optional Additional Fee	Optional Additional Fee	Optional Additional Fee



## 1.2 Lesson Schedule

Each riders' schedule is designed individually to ensure that riding fits into day-to-day life at QMS. Riders receive their riding schedule at the beginning of the school year and any conflicts are addressed by the end of September. **Please note: a rider's schedule may change throughout the year.**

With the exception of the Rookie Riders & Intro to Riding programs, students participate in riding lessons an average of two (2) to five (5) times per week. **Term and yearly lesson counts allow for school breaks, professional development days, outdoor education trips, assemblies, field trips and holidays, so lessons can be missed on these days without impacting the overall total lesson counts.** Over the course of the school year, the lesson/class counts are as follows:

School Horse Program	Lesson Occurrence	Total Number of Lessons/Classes per School Year
Rookie Riders	1 lesson / week between November & mid-March	15
Intro to Riding	1 lesson / week between November & mid-March	15
Learn to Ride	2 lessons / week in September & October, and 2 lessons / week from end of March to end of June	30
Royal Riders	2 lessons / week throughout the school year	60

Competition Program	Lessons/Classes/Contact Occurrence	Total Number of Lessons/Classes/Contacts per School Year
Team QMS	Full Training - up to 5 lessons / week as needed	Unlimited (to a maximum average of 5 lessons per week during school year)
Half Lease Program	3 lessons / week throughout the scheduled school year	100 (estimate based on 3 lessons per week for regular semester weeks during school year)

Due to program capacity constraints and corresponding seasonal resource planning, a full school year commitment is expected of all riders. Once enrolled with the Equestrian Program, students wishing to withdraw from the program or needing to adjust their program level at any point during the school year should discuss available options with the Director of Equestrian and with not less than 30 days' written notice *prior to the intended program adjustment date.*

## 1.3 Equestrian Canada Rider Levels

The curriculum used in the QMS Equestrian Program is based on the *Long Term Equestrian Development Guidelines* offered by Equestrian Canada ([www.equestrian.ca](http://www.equestrian.ca)). It is expected QMS riders will become knowledgeable, skilled and responsible members of the equestrian community, whether they ride competitively or for fun. Each QMS equestrian program mirrors the standards set forth by Equestrian Canada and includes appropriate Rider Level content.



Students may elect to participate in optional Equestrian Canada Rider Level Testing appropriate for their riding abilities as determined by and coordinated with their coach(es). Please note: completion of rider levels is driven by the pace and progress of each individual rider. It is not expected that each rider will be able to progress through a level each year as some levels will take more than one year to complete.

### **Level 1**

Riders at Level 1 should be in the beginning stages of their equestrian development. At Level 1, riders acquire the basics of riding and demonstrate good position, knowledge of “aids” and emphasize “safe” habits. Riders at this level will be able to ride at the walk and trot.

### **Level 2**

Riders at Level 2 will develop their skill and knowledge acquired during Level 1. At this level, the rider will become more independent in both their riding and in their stable management skills. Level 2 riders will be able to walk, trot and canter as well as trot a course of poles.

### **Level 3**

Riders at Level 3 will develop stability, control and will now demonstrate the ability to ride independently. Level 3 riders are now expected to ride an individual flat test and complete a cross-rail jumping course.

### **Level 4**

Riders are starting to co-ordinate the use of the independent aids (i.e., leg being used to support hand contact). Riders must be able to recognize an incorrect lead within a few steps and correct it without delay. Riders at this level must demonstrate knowledge of arena rules as required. Riders are expected to complete a flat test and ride jumps at a height of 2' (0.6m).

### **Level 5**

Riders have a solid awareness of a horse and an ability to maintain rhythm and relaxation. At Level 5, non-progressive transitions are introduced. Examples of non-progressive transitions include walk to canter and halt to trot. Riders at this level will be jumping fences at a height of 2'3" (0.7m) in addition to a flat test.

### **Level 6**

Riders at Level 6 will demonstrate the ability to ride forward from leg to hand. They will be able to ride the horse forward with impulsion (energy) while maintaining rhythm, regularity and evenness of pace. Level 6 riders will complete a flat test and jump fences at a height of 2'6" (0.8m).

### **Level 7**

Riders at Level 7 ride with consistent contact supported by the leg maintaining rhythm, suppleness contact and impulsion. Level 7 riders are now aware of lateral and longitudinal suppleness and appropriate suppling exercises. They can lengthen and shorten stride at trot. Riders at Level 7 will complete a flat test and jump fences at a height of 2'9" (0.88m).

### **Level 8**

Riders at Level 8 are competent riders with sound equitation skills. The Level 8 rider is able to recognize “true” quality of movement. They are beginning to ride the horse with impulsion and engagement. They can achieve consistent bend and straightness as required. The Level 8 rider is able to identify basic training problems and offer options for their correction. Over fences, the rider will complete a flat test and jump medal type courses of 2'9" (0.88m) – 3' (0.91m). The Level 8 rider will be able to influence the horse in a positive fashion.





## 1.4 Horsemanship Workshops

In support of “lifelong learning,” the QMS Equestrian Program arranges numerous evening or weekend workshops throughout the year to support our goal of creating well rounded, educated horse people. Speakers and clinicians will share their knowledge with equestrian students on a variety of topics such as rider health and wellness, horse health and wellness, preparing for a competition, and leadership in the horse industry.

Horsemanship Workshops are open to all students, however, additional fees may apply. The Team QMS and Half Lease programs include a defined number of Horsemanship Workshops within the stated program fee. Student participation in select workshops may be required for some of our equestrian-focused courses. Please refer to **Section 5.3** to review the fee schedule.

## 1.5 Clinics

Exposure to a variety of knowledgeable clinicians is an important part of rider development. Throughout each school year, QMS invites a number of well-regarded clinicians to teach hunter, jumper and equitation skills to our equestrian students. Clinics are arranged to meet the specific needs of students from novice to advanced levels. Coaches are able to advise which clinics will be the best fit for each student. If the student is not enrolled in the Team QMS or Half Lease programs, additional horse use fees may apply and subject to horse availability. Clinic costs are not included in the program tuition. Please refer to [Section 5.3](#) to review the fee schedule.

## 1.6 Contacts

Contacts are included in the Team QMS full training program. Contacts include activities such as training rides, lunging, ground training and any other activities that progress the horse’s training.

## 1.7 Equestrian Academic Curriculum and Credits

Queen Margaret's School offers a variety of academic credit granting courses for equine enthusiasts in Senior School. The Post-Secondary Counsellors can help students find the correct balance of academic and equestrian academic courses needed to reach their post-secondary goals.

**Note:** Elective courses are subject to sufficient enrolment and may not be offered every year.

Please see [Appendix 1](#) for Equestrian Academic Course Outlines

## 1.8 External Course Credit Options

BC Ministry of Education approved external credits are awarded for learning outside of the traditional school setting. To earn credit for an approved credential, students must provide the appropriate documentation proving successful completion of the external assessment, event, course or program.

Please see [Appendix 2](#) for External Course Credit Options.



## 2.0 Equestrian Student Athlete

At Queen Margaret's School, riding is not just about sport; it is about community and teamwork. Every equestrian student athlete is expected to promote sportsmanship, good horsemanship and embody our QMS values. The following are important aspects of an equestrian student athletic life, for riders of all ages and experience levels:

### 2.1 Equestrian Student Uniform

#### 2.1.1 Lessons

- QMS Equestrian Sun Shirt **or** QMS Polo Shirt
- Riding Breeches – Tan, Grey, Navy or Black
- ASTM/SEI Approved Black Riding Helmet with Attached Harness
- ½ chaps with Paddock Boots **or** Black Knee Length Riding Boots (½" heel required)
- Riding gloves
- Knee High Grey, Green or Matching Patterned Riding Socks (only those sold in the QMS School Store)
- Hairnet (or hair braided or bound in a pony tail)
- QMS School Sweater (optional)
- QMS Puffy Vest (no hood, optional)
- QMS Equestrian Jacket (no hood, optional)

Student riders must wear black polishable shoes with riding uniform when not wearing riding boots. *Student riders are permitted to wear the riding uniform to class on their scheduled riding days only.*

*Uniform Note: Please ensure riders are warmly dressed during winter conditions. Gloves are essential and allowances are made for warm jackets in cold weather. **No hoodies please.***



*Grades 3–12 Uniform*



### 2.1.2 On-Campus Horse Shows and Clinics

- QMS Equestrian Sun Shirt **or** QMS Polo Shirt
- Riding breeches – Tan
- ASTM/SEI Approved Black Riding Helmet with Attached Harness
- ½ chaps with Paddock Boots **or** Black Knee Length Riding Boots (½” heel required)
- Riding Gloves
- Knee High Grey, Green or Matching Patterned Socks (only those sold in the QMS School Store)
- Hairnet
- QMS Green Sweater (optional)
- QMS Puffy Vest (no hood, optional)
- QMS Equestrian Jacket (no hood, optional)

### 2.1.3 Off-Campus Horse Shows

- White Dress Shirt with Choker Collar
- Riding Breeches – Tan, Light Grey or White (*White Breeches for Specialty Events Only*)
- ASTM/SEI Approved Black Riding Helmet with Attached Harness
- ½ chaps with Paddock Boots **or** Black Knee Length Riding Boots (½” heel required)
- Riding Gloves
- Knee High Grey, Green or Matching Patterned Socks (only those sold in the QMS School Store)
- Black, Brown, Navy, Grey, or Green Hunter/Jumper Blazer
- Riding Crop
- Black Belt
- Hair Net
- *When attending major horse shows, your dress shall be clean, tidy, and appropriate at all times.*

## 2.2 Tack and Equipment

The appropriate tack and equipment is an important part of proper horse care. All QMS students are expected to ensure their equipment is properly stored, cleaned and cared for at all times.

### ***QMS can help you find***

- 1 saddle\*\*
- 1 bridle\*\*
- 1 martingale\*\*
- 1 girth (fleece or leather)\*\*
- 1 Half Pad\*\*
- 1 set of front and hind boots (leather or black)\*\*
- 1 set bell boots (black)
- 1 tack trunk (Stanley brand – 50 gallon)
- 1 waterproof turnout blanket (navy blue or black)\*\*
- 1 rain sheet (navy blue or black)\*\*
- 1 brass saddle plate\*\*
- 4 brass bridle/girth/blanket tags\*\*
- 1 brass halter plate\*\*
- 1 stud chain
- 1 large tote to store blankets\*\*



### **QMS Sells**

- 1 cooler (QMS cooler if competing)\*\*
- 1 summer plaid sheet\*\*
- 3 QMS saddle pads (2 grey, 1 white)
- 1 set of 4 stable bandages (black, navy or green)
- 1 set of 4 polo bandages (black or navy)
- 1 leather halter & lead rope \*\*
- 1 set of 4 no bow leg wraps
- 1 stable quilt\*\*
- 1 grooming kit\*\*
- 1 bathing kit
- 1 hoof care kit
- 1 tack cleaning kit
- 1 stall name plate\*\*
- 1 combination lock for tack locker

*\*\*Included in fees for QMS half and full leases; however it is recommended that students provide their own saddle. Students are responsible for replacing any QMS tack and equipment that is lost or damaged. Refer to fee schedule in [Section 5.0](#).*

### **Required for ALL Riders Competing Off-Campus\*\***

- 2 water buckets (black or navy blue) & hardware (double-ended snap and hook eye for each bucket)
- 1 rubber feed bucket
- 1 slow feeder hay net
- 1 stall guard (black or navy blue) & hardware (double-ended snap and hook eye for each end)
- 2 fitted fleece saddle pads
- 1 tack trunk (Stanley brand – 50 gallon)
- 1 extra lead rope (black or navy)

*\*\*This package is available as a rental package to students who are full leasing a QMS horse. Refer to the fee schedule in [Section 5.0](#)*

### **Optional for ALL Riders Competing Off-Campus**

- QMS tack trunk cover (recommended)
- QMS bandage holder
- QMS stall plaque

### **ALL ITEMS MUST BE MARKED CLEARLY WITH YOUR NAME.**

**Students must insure their tack, equipment and clothing. QMS is not responsible for loss or damage.**

### **2.3 Competitive Rider Expectations**

QMS competitive riders are expected to exemplify sportsmanship during their time on the team. As ambassadors for the QMS Equestrian Program, they must display a positive, helpful attitude in all endeavors. Students and horses in our Team QMS competitive program are expected to be training five or more days per week, and students in our Half Lease program are expected to be in training a minimum of three days per week. Riders must model dedication, attention to detail and well-rounded horsemanship. Students are expected to maintain a



minimum 65% average in all academic courses. Any exemption to this minimum may impact participation in the equestrian program and will be made at the discretion of the Director of Equestrian, in consultation with the Deputy Head of School or Junior School Principal.

## **2.4 Riding Captains**

Each year, the QMS Equestrian Program staff choose student riding captains to lead our team. These leadership positions include Riding Captain, Senior Assistant Captain and Junior Assistant Captain. As leaders within the Equestrian Program, captains are responsible for helping riders prepare for shows, mentoring less experienced equestrian students, and promoting a positive attitude among equestrian student athletes. With the guidance of equestrian staff, Riding Captains also help with shows and clinics, special events and coordinate yearbook photos.

Riding Captain positions are filled annually. Students should speak with the Director of Equestrian if they are interested. Captains are chosen based on their academic performance, commitment to their sport, enthusiasm and willingness to help others.

## **2.5 Equestrian Advisors**

Just as a Faculty Advisor (FA) helps Senior School students with important educational decisions, an Equestrian Advisor assists each rider and family with important decisions regarding their riding career and horse. The Team QMS Equestrian Advisor is the Head Coach—Competition Program, and the Equestrian Advisor for all other QMS Equestrian programs will be the Head Coach- School and/or the Director of Equestrian.

## **2.6 Equestrian Communications**

We encourage parents, students and extended community members to keep up-to-date on all of the exciting activities happening in the QMS Equestrian Program. The School sends out a bi-weekly newsletter and posts all upcoming events in the Equestrian office. Our staff are available to answer questions and advise students.

### **2.6.1 The Royal Reminder Newsletter**

*The Royal Reminder* is a bi-weekly newsletter that contains information about what is currently happening at QMS and what will take place in the near future. This newsletter is sent out on Thursdays via email during the school year.

### **2.6.2 Social Media**

Queen Margaret's School has a strong presence on the Internet through the appropriate use of social media such as Facebook, Twitter, YouTube, LinkedIn and Instagram. We encourage you to follow and engage with us on these social media channels.

Facebook	<a href="http://www.facebook.com/QueenMargaretsSchool">www.facebook.com/QueenMargaretsSchool</a>
Twitter	<a href="https://twitter.com/QMSDuncan">x.com/QMSDuncan</a>
Instagram	<a href="https://www.instagram.com/qmsduncan">www.instagram.com/qmsduncan</a>
LinkedIn	<a href="https://www.linkedin.com/school/queen-margaret's-school-canada/">www.linkedin.com/school/queen-margaret's-school-canada/</a>
YouTube	<a href="https://www.youtube.com/@QueenMargaretsSchool">www.youtube.com/@QueenMargaretsSchool</a>
QMS Connects	<a href="http://qmsconnects.com">qmsconnects.com</a>



## 3.0 Equestrian Centre Rules and Expectations

The following guidelines are in place to ensure everyone has fun and stays safe. All riders, staff, parents and visitors are expected to follow these guidelines. Courtesy and proper riding ring rules are expected at all times. If you have questions or concerns, ask the equestrian staff—we are here to help you.

### 3.1 Facility

#### 3.1.1 Hours of Operation

- Seven days a week, 7:00am–6:00pm
- The office is staffed 8:00am–5:00pm, Monday to Friday
- Staff will be on the grounds until 6:00pm
- Security guards are on the school grounds after hours seven days a week
- Students are only allowed to visit the Shirley Burr Equestrian Centre during the listed hours of operation unless given conditional permission by a senior member of the equestrian staff AND with supervision.

### 3.2 General Safety

- Paddock fencing is electric. Only go into paddocks with permission of the equestrian staff.
- No bicycles, umbrellas or unleashed dogs are allowed at the stables. Strollers and wheelchairs must be kept away from the horses.
- Be aware that some horses are disturbed by flapping material, umbrellas and flash cameras.
- All students and visitors to the Equestrian Centre must sign in and out at the Equestrian office.

### 3.3 Parking

- All cars must be parked outside the stable area. ***Please keep the entrance gate area clear at all times.***
- Do not drive into the stables yard unless authorized by staff.
- Trucks and trailers visiting for a lesson, show, or clinic may park inside the grounds.
- Do not leave the entrance gate open longer than it takes to drive through.

### 3.4 Dress and General Behaviour

- Reflecting the QMS values is an important part of the unique nature of the Equestrian Centre. We appreciate and expect professional appearance and behaviour from all staff, students, parents and guests.

### 3.5 Riding Ring Use

- Lessons take priority for ring use.
- Manure must be picked up after using the ring.
- Remove all jackets, coolers and other tack and equipment after using the ring.
- Students must be accompanied by someone 16 years or older while riding or lunging (by approval).



### 3.6 Riding Instruction

- Riding instruction is to be given by QMS coaches or equestrian leadership team members only.
- All riders must wear a properly fitted ASTM/SEI approved helmet with harness while riding and lunging.
- Approach left shoulder to left shoulder with an on-coming horse and rider. Riders must consult the coach if they wish to ride during beginner lessons or during busy lesson times.
- Riding during a lesson is at the discretion of the coach. Be considerate and do not interrupt a lesson in progress. Give the right of way to the rider having the lesson.

### 3.7 Jumping

- **JUMPING IS PERMITTED DURING LESSONS ONLY. No jumping during practice rides.**
- Jumps and equipment must always be left tidy and properly set-up or stacked neatly with jump cups removed.

### 3.8 Lunging

- Students must be safety-checked and approved for lunging by a coach or equestrian leadership team member before lunging.
- Lunging is not permitted if there is more than one other horse in the riding ring.
- The coach must approve lunging during lessons.
- All riders must wear a properly fitted ASTM/SEI approved helmet with harness and gloves while lunging.
- Free lunging with coaches' or equestrian leadership team member permission only.

### 3.9 Tack Lockers and Storage

- All Team QMS riders are assigned a tack locker. It is their responsibility to keep the locker tidy and secure. Additional storage space is available for tack trunks and blanket bins.

### 3.10 Before Departure

- Riders are expected to tidy up their manure, horse hair and hoof pickings in the arena, barn aisles, crossties, walkways and stable area.
- Check to be sure your horse is properly watered, groomed, and blanketed, equipment put away clean, and all stall and tack room doors are secured.
- Sign out from the office.

### 3.11 Insurance for Personal Belongings

- All riders and horse owners must be members of the Horse Council BC.
- Riders are responsible for insuring their own tack and equipment.



## 4.0 Horse Leasing and Boarding

Appropriate consent forms, boarding contracts, authorizations and leases must be signed and filed annually prior to taking part in any activity.

### 4.1 Leasing a Horse

QMS has a number of QMS lease horses available for dedicated students wishing to advance their riding, competition and horsemanship skills. We have a variety of lease horses available, ranging from lower level learning horses to high performance competition horses. Annual lease fees are based on the individual horse's skills, experience and capabilities. Leases are also subject to Horse Boarding Fees.

Students will be assessed and matched with a horse suitable to their skill level and goals. QMS leases are offered based on the best-matched pairings for rider skill level, horse capability and horse/rider connection. External competition leases can be secured with the help of our Head Coach—Competition Program and Director of Equestrian for students who are unable to secure an appropriate QMS lease—a 15% consultation fee will apply to all external leases coordinated through QMS.

Half leases may be available at the discretion of the Director of Equestrian and Head Coach—Competition Program for students and families interested in exploring an increased level of commitment to riding. Half leases are generally available with our school horses, and half leases on competition horses are subject to the discretion of the Director of Equestrian.

Please refer to [Section 5.2](#) to review the Leasing fee schedule and options.

### 4.2 Boarding

Horse boarding is available to students who own or lease a horse. Board includes stabling or shelter, turn-out, hay, grain, bedding, muck-out and blanket changes. Premium board includes an allocated stall in the indoor arena in addition to a paddock with shelter. Standard board is available in our paddocks with shelters. All student horses boarded at QMS must be registered in the Team QMS or Half Lease program and be part of the QMS Herd Health Program.

Please refer to [Section 5.2](#) to review the Boarding fee schedule

### 4.3 Horse Boarding Guidelines

Riders are encouraged and expected to take an active role in the care of their horse and the Shirley Burr Equestrian Centre. Please make any requests for changes in horse care, or address any concerns regarding the welfare of your horse, through the Equestrian Centre office, staffed from 8:00am–5:00pm, Monday to Friday.

#### 4.3.1 Feed

- Board includes hay, grain and basic vitamin supplement.
- Any other supplements and feed approved by the Head Coach—Competition Program or Director of Equestrian may be added for an additional charge.
- Please see [Section 5.5](#) for further details.





#### 4.3.2 Veterinarian Care

- All horses must be on our annual QMS Herd Health Program, including worming, vaccinations and teeth floating.
- Mineral levels, including selenium and vitamin E are tested as needed.
- All horses must have a strangles vaccine. A Titer level is taken on all horses new to our facility.
- All veterinary appointments are booked by the Equestrian Program office and students' school accounts will be billed for all veterinary charges.
- Refer to [Section 5.5](#) for estimated fees.

#### 4.3.3 Coggins Policy

- All horses being brought onto the grounds for boarding must have a current NEGATIVE COGGINS TEST (valid for six months from test date). A copy of this test must accompany the application package or entry forms, or be faxed before the horse arrives at QMS.
- THE NAME ON THE COGGINS MUST MATCH THE HORSE'S NAME ON APPLICATION AND/OR ENTRY FORM; forms completed with the horse's barn name will not be accepted.
- Horses that leave QMS for a duration longer than two (2) weeks, including competition horses, must have a current negative Coggins test before returning to QMS.

#### 4.3.4 Farrier

- The Head Coach—Competition Program and/or the Director of Equestrian will assist riders in determining the best program and farrier for their horse.
- All farrier appointments are booked by the Equestrian Office with the student's school account billed for all farrier charges including holding fees as required.
- Refer to [Section 5.6](#) for complete fees.

#### 4.4 Horse Insurance

Horse owners and leasers are encouraged to consider medical and mortality insurance options for their horses. Forms are available from the Equestrian Office. All owners/leases of insured horses must present a copy of insurance to the Equestrian Office.

If required as part of a horse's lease agreement, Equine medical insurance can be coordinated through the Equestrian Office with premiums invoiced to the Lessee.



## 5.0 Equestrian Fee Schedule\*\*

### 5.1 Riding Programs

#### **Rookie Riders**

Rookie Riders is a program suitable for younger students in Grades 2 through 5 who are new to riding. This is a Horse Council of BC program that teaches activities and skills that are fundamental to success in horseback riding. Students will be prepared with the basics to eventually move into a school riding program. Activities include: games, basic gymnastics on mats, movements on a barrel and activities which lead toward some riding. The Rookie Riders Program will provide a strong foundation for the Learn to Ride Program. **Please note:** this program will only run in the winter season and will build up towards riding but will not include riding at the start.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Rookie Riders</b> <i>1 Lesson or Class per week</i>	<b>\$900</b> (\$65/month after \$250 non-refundable deposit)	15 (November – Mid-March)	This is a preparation program before EC Level 1	Optional Additional Fee	N/A	N/A

#### **Intro to Riding**

Intro to Riding is a program suitable for older students from Grade 6 and up who are completely new to riding. Like the Rookie Riders Program, Intro to Riding teaches activities and skills that are fundamental to success in horseback riding. Activities include: games, basic gymnastics on mats, movements on a vaulting horse and activities that lead towards some riding. Students will be prepared with the basics and a strong foundation before moving into a school riding program, such as the Learn to Ride Program. **Please note:** this program runs alongside the Rookie Rider program in the winter season only and will build up towards riding but will not include riding on horseback at the start. Some workshops may be available to riders at this level.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Intro to Riding</b> <i>1 Lesson or Class per week</i>	<b>\$900</b> (\$65/month after \$250 non-refundable deposit)	15 (November – Mid-March)	This is a preparation program before EC Level 1	Optional Additional Fee	N/A	N/A



### LEARN TO RIDE – Fall Semester

The Learn to Ride Program (LTR) introduces safe riding and horsemanship practices to riders with limited or no prior riding experience. Riders in LTR will take an average of **two lessons/classes per week during the the fall for a total of fifteen (15) lessons** using a school horse. Students will learn to walk, trot, canter and prepare their horse for riding. Riders who ride at Equestrian Canada Rider Level 2 (or higher) are encouraged to proceed to the Royal Riders Program. Some on-campus competitions, workshops and additional clinics may be available at this level.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Learn to Ride (LTR) – Fall Semester</b> <i>2 Lessons or Classes per week</i>	<b>\$1,350</b> (\$1,000 balance due upon program start after \$350 non-refundable deposit)	Fall Lessons: 15 (September – November)	Included	Optional Additional Fee	Limited Optional Additional Fee	Limited Optional Additional Fee

### LEARN TO RIDE – Spring Semester

This Learn to Ride program is for students wishing to continue on from the Learn to Ride – Fall Semester or students graduating from Rookie Riders or Intro to Riding courses. Students will ride twice per week during the spring for a total of fifteen (15) lessons on a School provided horse. Students will learn to walk, trot, canter, and go over poles, as well as prepare their horse for riding. Some workshops and clinics may be available to riders at this level.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Learn to Ride (LTR) – Spring Semester</b> <i>2 Lessons or Classes per week</i>	<b>\$1,350</b> (\$1,000 balance due upon program start after \$350 non-refundable deposit)	Spring Lessons: 15 (March – June)	Included	Optional Additional Fee	Limited Optional Additional Fee	Limited Optional Additional Fee



### Royal Riders & Optional IEA (Interscholastic Equestrian Association) Program

The Royal Riders and optional IEA Program are geared toward committed riders interested in developing their skills both in the saddle and in the stable. Riders in the Royal Riders Program will take an average of **two lessons/classes per week** using a school horse throughout the school year. This program is available for Equine Canada Rider Levels 3 to 6, with Equestrian Canada Rider Level 2 or an equivalent being a prerequisite. Some competitions, workshops and clinics are available to riders at this level.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>QMS Royal Riders &amp; Optional IEA</b> <i>2 Lessons or Classes per week</i>	<b>\$4,800</b> (\$405/month after \$750 deposit)	60	Included	Optional Additional Fee	Optional Additional Fee	Optional Additional Fee

### Half Lease Program

The Half Lease program is a competitive stream for more serious riders in Grades 4 through 12. This program provides the experience and responsibility of owning a horse, but without the full commitment. Students ride three (3) times per week year round using their half lease horse. This program is available for Equestrian Rider Levels 3 through 6. Local and International IEA events, horse shows, workshops, and clinics are available to riders at this level.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Half Lease Program</b> <i>3 Lessons or Classes per week</i>	<b>\$6,300</b> (\$530/month after \$1000 non-refundable deposit)  QMS half lease required. Additional Half Lease Horse Board Fees apply.	100*  *Estimate based on 3 lessons / week during regular semester weeks	Included	Up to 3 Workshops Included	Limited Optional Additional Fee	Limited Optional Additional Fee



## TEAM QMS

Team QMS advances committed riders who demonstrate good horsemanship, leadership and sportsmanship, both in the saddle and on the ground. Team QMS riders and horses will participate in a full training program, compete at the regional, national or international level and are required to participate in clinics and workshops. Students on Team QMS must ride at a level equivalent to Equestrian Canada Rider Levels 3 to 8 (or as approved by the Director of Equestrian) and board or lease an appropriate performance horse.

Program	Riding Program Tuition per School Year	Full Training Program	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Team QMS TQ5</b> <i>5 Lessons, Classes or Contacts* per week</i>	<b>\$10,500</b> ((\$850/month after \$2,000 non-refundable deposit)  Horse Board or Full Lease Required. Additional fees apply.**	Full Training, up to 5 lessons per week	Included	Up to 5 Workshops Included	1 or more Clinics  Required Additional Fee	1 or more Horse Shows  Required Additional Fee

\*A supervising fee may be required for the student's safety during practice rides and handling outside of class time. This would be billed on a monthly basis

## Single Lessons – “A la Carte”

For keen riders wanting additional time to brush up on their skills or continue riding during the programming off season, single “a la carte” lessons may be requested with scheduling based on Equestrian Program capacity and resource availability. Riders wishing to schedule additional lessons should check with their coach.

Program	Riding Program Tuition per School Year	Lessons Per Year	Rider Level Theory & Stable Management Program	Horsemanship Workshops	Clinics	Horse Shows
<b>Single Lesson “A la Carte”</b>	<b>\$85 per lesson*</b>  *Must already be enrolled in another QMS Equestrian Program	As requested based on horse / coach / resource availability.	N/A	N/A	N/A	N/A



## 5.2 Horse Leasing and Boarding Options

The QMS Equestrian Program offers a variety of horse boarding and leasing options for riders wishing to enroll in the Team QMS riding program. Our goal is to find the right fit for your family, whether you are new to horses and considering half leasing a QMS school horse or your child is a serious competitor looking to secure a Premium Competition Lease. Our expert equestrian staff is available to discuss what option will be the best fit for your rider.

Team QMS Riders Leasing a Horse					
QMS Premium Lease Options		Horse Board Type	Total Annual Horse Boarding Fee	Total Annual Lease Fee	Additional Costs
Bronze Lease	Entry level competition horse, suitable for island horse shows and competing up to 2'6"	Standard Horse Board	\$10,000 (\$1,000/month)	\$10,000–\$15,000	According to the lease agreement. Range from \$5,000–\$15,000 per year to cover costs such as supplements, farrier, grooming/clipping, equine care and maintenance, veterinary treatments/exams and insurance.  <b>Boarding fees are in addition to the Team QMS Riding Program tuition fees noted above.</b>
		Premium Horse Board	\$11,000 (\$1,100/month)		
Silver Lease	Quality competition horse, suitable for all horse shows and competing up to 1.0m	Standard Horse Board	\$10,000 (\$1,000/month)	\$15,000–\$25,000	According to the lease agreement. Range from \$5,000–\$15,000 per year to cover costs such as supplements, farrier, grooming/clipping, equine care and maintenance, veterinary treatments/exams and insurance.  <b>Boarding fees are in addition to the Team QMS Riding Program tuition fees noted above.</b>
		Premium Horse Board	\$11,000 (\$1,100/month)		
Gold Lease	High Performance competition horse, suitable for all horse shows and competing up to 1.2m	Standard Horse Board	\$10,000 (\$1,000/month)	\$25,000 +	According to the lease agreement. Range from \$5,000–\$15,000 per year to cover costs such as supplements, farrier, grooming/clipping, equine care and maintenance, veterinary treatments/exams and insurance.  <b>Boarding fees are in addition to the Team QMS Riding Program tuition fees noted above.</b>
		Premium Horse Board	\$11,000 (\$1,100/month)		



Team QMS Riders Bringing Own Horse				
Horse Board Type (Horse brought by student)	Total Annual Boarding Fee		Included	
Standard Horse Board	\$10,000 (\$1,000/month)		Hay, grain, bedding, muck out, turn out and blanket changes. Horse Board in paddock with shelter.	
Premium Horse Board	\$11,000 (\$1,100/month)		Hay, grain, bedding, muck out, turn out and blanket changes. Allocated stall in Upper Barn (Access via Indoor Riding Barn). <b>Note: limited availability.</b>	
Half Lease Program				
QMS Horse Lease	Horse Boarding Type	Total Annual Half Lease Fee	Included	Additional Costs
QMS Half Lease	Standard Horse Board	\$7,300 (\$730/month)	Tack Rental	Range from \$1,500–\$4,000 per year to cover costs such as supplements, farrier, grooming/clipping, equine care and maintenance, unexpected veterinary treatments/exams and holiday training fees.
			Routine veterinary costs associated with our QMS Heard Health Program Horse Board	

### 5.3 Clinics & Workshops

Clinics	Per clinic	\$150–\$600
Horsemanship Workshops	Per workshop	\$35–\$175

### 5.4 Additional Training, Supervising and Contact Fees

Training rides over holidays and are not included in the half lease riding program packages. Training packages for half lease horses will be offered for holidays and will be billed as per below. Team QMS is a full training package which is inclusive of holiday training fees.

Holiday Training Package	Per holiday break	\$350
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Contacts, such as training rides, lunging, ground training and any other activities that progress the horses training, above what is included in the riding program package, will be billed as per below. Team QMS is a full training package which is inclusive of all onsite contacts.

Contacts	Per contact	\$85
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A supervising fee may be required for the students' safety during practice rides and horse handling outside of class time. This fee is not included in the Team QMS program.

Supervising	Monthly	\$75
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## 5.5 Veterinary Care Costs

All horses boarded at QMS must be a part of the regular vaccine, worming and dental schedule as part of our QMS Herd Health Program with our school veterinarians.

### QMS Herd Health Program

Approximate cost per year\* \$950–\$1500

Includes:

- Deworming & Fecal Counts
- Flu/Rhino Vaccine
- Six Way Vaccine
- Strangles Vaccine
- Dentistry
- Mineral Panel (includes selenium test)
- Titer Level Blood Work (Upon arrival, first year only)

Please contact our Equestrian Office if you require a breakdown of individual costs included in the QMS Herd Health Program.

*\* These costs are included in QMS Half Lease as part of the routine veterinary costs associated with our QMS Herd Health Program.*

### Equine Care & Maintenance Plan – Team QMS & Lease Horses

Our Head Coach—Competition Program and school veterinarian will work with you to plan each horse’s yearly Equine Care & Maintenance Plan to ensure your horse is competition ready. Supplements, prescription medications and veterinary treatments such as Legend injections, Cartrophen injections, joint injections, Gastro Guard and Os Phos will be quoted on an individual basis, based on the horse’s needs. The costs associated with the Equine Care & Maintenance Plan are not included for QMS Half Lease under the QMS Herd Health Program and are considered additional costs of leasing as those set out in [Section 5.2](#).

### Additional Veterinary Care Costs

Medical Treatment Fee	As required each day	\$10
Coggins Test	Once to twice per year	\$200–\$250

## 5.6 Farrier Fees

*(Mandatory—estimated cost, each time)*

Shoeing	Trim every four-six weeks	\$100
	Trim & two shoes every six weeks	\$200
	Trim & four shoes every six weeks	\$300–\$400
	Studs for competition if required	\$150–\$200
	Farrier Hold Fee	\$25
	Thrown Shoe	\$50–\$75
	Pads	\$75–\$100





## 5.7 Grooming Services

QMS Annual Groom Care	Includes mane pulls and trimming	\$250
Clipping	Full Clip with legs and face	\$170
	Hunter Clip	\$150
	Trace Clip	\$125
	Horse Holding	Farrier, Vet, Chiro, Clipping, etc.

## 5.8 Equine & Tack Care Kits

Hoof Care Kit	\$30
Bathing Kit	\$60
Tack Cleaning Kit	\$30
Braiding Kit	\$35

## 5.9 Horse Transportation

Transportation (Return Trip)	Cowichan Valley	\$125 - \$200
	Victoria, Nanaimo	\$350-\$500
	Off Vancouver Island	Varies

*Prices based on pre-planned transportation. Fee may be subject to change for special requests.*

If assistance is needed in coordinating the transportation of a student's horse, please contact the Equestrian office at [equestrian@qms.bc.ca](mailto:equestrian@qms.bc.ca) or 250-746-4185 ext. 400.

## 5.10 Competition Fees

### 5.10.1 QMS Horse Shows

- Average cost ranges from \$150-\$300 per show day.
- Permission forms outlining horse show costs will be sent out to parents/guardians prior to student registration in each horse show.
- Available to most riders.
- Additional coaching fee of \$75 / day may apply (or each show day counted as a lesson in lieu).

### 5.10.2 Off-Campus Horse Shows

- Off-campus horse shows are open to riders who own, lease or half lease a horse.
- Riders in the Royal Riders program may also attend based on coaches' permission subject to horse availability. A QMS horse use fee of \$35 per day may apply.
- Additional coaching fee of \$75 per day (per horse) applies.
- Additional grooming fee of \$75 per day (per horse) applies.
- Personalized, detailed estimates will be sent to parents/guardians of interested riders prior to receiving parent/guardian written permission.
- Deposits to cover entries, transportation, coaching fees and other additional horse show expenses are required.
- Rough estimates of off-campus horse show costs can be found in our yearly Equestrian Program Guide.



### 5.10.3 Additional Horse Show Fees

Passport/Horse Recording	Required to compete in Gold/Platinum competitions or out-of-country	\$100
Annual Horse Licensing Fee	Required alongside annual Equestrian Canada membership and Horse Passport to compete in Gold/Platinum competitions or out-of-country	\$25
Skype Tutoring	Arranged through Academic Advisor	\$45/hour

### 5.11 Membership Fees (Annual)

- HCBC Membership (or Provincial memberships are needed) for all riders—\$75 to \$85
- BC Hunter Jumper Association (points show riders)—\$50
- Equestrian Canada—\$185 to \$200

### 5.12 Consultation Fees

Sales, Purchasing & Lease Consulting 15% of horse sale / lease / purchase price plus all related expenses and travel

**\*\*NOTE:** All external services arranged through or paid by QMS are subject to a 15% service fee.



## 6.0 Horse Shows

### 6.1 Horse Show Preparation

The following information is designed to help QMS riders and their parents plan ahead for the horse show season. Most riders will be encouraged to participate in competitions at their level.

#### 6.1.1 Registration (on-site and off-site shows)

A schedule of events is posted at the Equestrian Centre and on our website closer to the show date

- The Equestrian Office will estimate the costs and distribute information to interested students well in advance of the show.
- Parent authorization must be received by email (or in person) prior to show entries being submitted.
- Prepayment for estimated fees is required by deposit in advance of the event to the QMS Finance Office.
- The Finance Office will process the payment and forward a copy of the receipted entry/permission form to the Equestrian Office for submission of the entry form to the show.
- After the show, the expenses will be reviewed and any necessary adjustment will be reflected on the student's school account.
- No payments are to be made directly to, or received by, the equestrian staff.

#### 6.1.2 On-Campus Horse Shows

- Riders are expected to be at the Equestrian Centre to groom their horse and clean the tack the day prior to the show. If riders are sharing a horse, they will share these duties.
- While braiding is not required for QMS on-campus or some local shows, it is encouraged so riders may braid if they wish for practice.
- There may be a schooling session the day before a horse show. Riders are asked to speak with their coach for scheduled times.
- Riders must be at the Equestrian Centre at least two hours before their event/class (i.e., if a rider is in the first few classes and the show starts at 9:00am, they must arrive by 7:00am).
- If a rider is in an afternoon class, they must check with their coach to confirm what time they are to be at the Equestrian Centre.
- Riders are responsible for tacking up, mucking their horse's stall or paddock, ensuring their horse has water at all times and tidying up after the show.
- Stable duties must be completed before competing or before leaving the Equestrian Centre.
- Riders should be clean and neatly turned out.
- Please see [Section 2.1.2](#) for On-Campus Horse Show Equestrian Student Uniform.

#### 6.1.3 Off-Campus Horse Shows

- Riders are expected to be at the Equestrian Centre to groom their horse, clean the tack and pack their tack trunk the day prior to the horses leaving for the horse show.
- For off-site competitions, arrival times will be coordinated and confirmed by each student's coach.
- Riders should be clean and neatly turned out.
- Please see [Section 2.1.3](#) for Off-Campus Horse Show Equestrian Student Uniform.



## **6.2 Academic Support for Equestrians**

Academic support is an important part of our competitive riders' success. At the beginning of our school year, academic and equestrian staff will come together to meet with equestrian student athletes interested in competing off-campus to discuss an individual support plan. If a teacher of FA has a concern with a student's standing in their academic courses, the Director of Equestrian, in consultation with the Director of Academics and the Deputy Head, will review the situation and determine whether the student can participate in the equestrian event or not.

Skype tutoring with QMS faculty and tutors is available and is required for students who will be competing off-campus for more than two consecutive weeks.

## **6.3 Membership Requirements for Competitive Riders**

Upon registration, memberships for competitive riders are purchased through the Equestrian Office. All riders and horse owners must be members of the Horse Council BC. Copies of current memberships must be kept on file at the Equestrian Office.

- Riders competing in any Equestrian Canada sanctioned event will need to have an Equestrian Canada (EC) membership. The type of membership will depend on the level of competition (i.e., Bronze, Silver, Gold or Platinum).
- Riders competing in BCHJA Series shows must be BC Hunter Jumper Association (BCHJA) members.
- Riders competing in VIHJA Series shows must be Vancouver Island Hunter Jumper Association (VIHJA) members.
- Additional memberships may be required for equitation riders or those attending competitions in the United States of America.

Horses competing at the Gold/Platinum level or out-of-country will require an Annual Horse Recording.



## 6.4 Equestrian Clinics and Show Dates 2024-2025

### Clinics and Workshops

Various throughout the year, please see [QMS Equestrian Program Guide](#)

### Competitions

Below is a list of competitions that Team QMS regularly attends each year. Please note: as show schedules are not readily available until after the start of the school year, please consult the Equestrian Program Guide for estimated show dates.

Late September	BCHJA Fall Finale at Thunderbird Show Park, Langley BC
Late September / Early October	SSITS Fall Finale (VIHJA), Victoria BC
Early November	QMS Hunter/Jumper Schooling Show
Late November	IEA Practice Show I at QMS
Early December	Dressage Test Day at QMS
February- March	Desert Horse Park Desert Circuit, Thermal CA
Early April	Thunderbird Season Opener, Langley BC
Mid April	The Oaks Spring Classic, San Juan Capistrano CA
Mid April	IEA Practice Show II at QMS
Late April	SSITS Horse Show, Victoria BC
Mid May	QMS Spring Finale Show
Late May	Thunderbird Canadian Premier, Langley BC
Early June	Thunderbird BC Open, Langley BC
Late June	Thunderbird West Coast Classic, Langley BC
Mid July	Arbutus Summer Show, Nanoose Bay BC
Late July	Milner Downs Classic, Langley BC
Early August	VIHJA Benefit Show, Victoria BC



## 7.0 Equestrian Program Awards and Scholarships

### 7.1 Equestrian Program Awards

#### Within Class

Merit Certificates	Improvement in Riding Skills, Horsemanship & Sportsmanship
EC Rider Levels (Optional)	Certificate

#### Athletic Banquet

Vernon Trophy	Progress in riding Grades 7–8
Dunlop Trophy	Progress in riding Grades 9–10
Burton Trophy	Progress in riding Grades 11–12
Woodward Classical Dressage	Most aptitude for dressage
Equestrian Spirit Award	Most enthusiasm and commitment to equestrian
Most Improved Rider	Most improved effort, horsemanship or results
Most Valuable Rider Plaque	Best overall performance in the Equestrian Program

#### Final Closing Assemblies

Riding Pin	Junior Riding Pin Grades 1–7 Senior Riding Pin Grades 8–12
Horsemastership Pin	A Senior rider who has completed a minimum of one year in the Equestrian Program, Equine Sciences 10 or equivalent and exhibits excellence in stable management.
Admor Stable Management Prize	Awarded to a junior student who exemplifies all aspects of stable management
Stable Management Prize (Senior)	Awarded to a senior student who exemplifies all aspects of stable management
Erickson Trophy	Awarded to a deserving rider in Grades 3–7 who has demonstrated outstanding achievement
Cullimore Trophy	Awarded to deserving student in Grades 3-7 who has shown progression in equestrian knowledge

#### Speech Day

Glide Trophy	Awarded to a Deserving Rider in Grades 8–12 who has demonstrated outstanding achievement in all aspects of the equestrian program
Chris Williams “Silver Spurs” Trophy	Outstanding Equestrian Citizen
Overseas Old Margaretian Trophy	Awarded to a senior rider who demonstrates poised performance in equestrian competition.



## 7.2 Equestrian Scholarships

### 7.2.1 Shirley Burr Equestrian Scholarships

[Shirley Burr Equestrian](#) Scholarships are awarded **annually** on Speech Day/Junior School Awards Assembly to registered students in Grades 4 to 12. Recipients are selected by the Director of Equestrian and coaches of the Equestrian Program.

#### Criteria

Throughout the school year all applicants must display a

- Strong desire to learn and improve skills
- Commitment and passion for the sport
- Commitment to participate actively in the QMS equestrian community (over and above the QMS Equestrian Program)

#### Additional Criteria

- Academic achievement in the equestrian program and equine based academic courses
- Strong academic achievement in all courses

#### The Application Process

Application for the Shirley Burr Scholarships must include:

- Completed application form (either new student or current student as appropriate)
- 500-word essay/multi-media video presentation outlining:
  - Why they wish to stay in our equestrian program, how they have previously contributed and how they intend to give back in the future

#### Application Deadlines

Selection will be made from candidates whose completed applications are received by **April 30th** of each year. Students must have registered or re-registered before their application is considered.

#### Awards

The following awards may be split among two or more riders at the discretion of the Director of Equestrian:

<b>\$2000</b>	Awarded to a student newly enrolled in the QMS Equestrian Program who exhibits potential to make a significant contribution to the program.
<b>\$8000</b>	Awarded to a current student enrolled in the QMS Equestrian who exhibits a significant contribution to the program through competition/riding skill, academic achievement and equestrian post-secondary ambitions.

*Students who withdraw from the Equestrian Program part way through the year will forfeit all scholarship funding.*



### 7.2.2 Dr. Danielle Fritz & Peter Holmes Scholarship

[The Dr. Danielle Fritz & Peter Holmes](#) Scholarship is awarded **annually** on Speech Day. Recipients are selected by the Director of Equestrian and coaches of the Equestrian Program from those applicants meeting the following parameters.

#### Criteria

##### Current Students

- Senior School students (Grades 8–12) currently enrolled in the Team QMS Program at Queen Margaret’s School
- Open to students who are possibly interested in a career in the equine industry (i.e., veterinary studies, farrier, coaching, equine nutrition, chiropractic medicine, etc.)
- Candidates must be of exemplary character and demonstrate commitment to their equine partner and the equestrian sport

#### The Application Process

Applications for the Dr. Danielle Fritz & Peter Holmes Scholarship must include

- A written essay to the Equestrian Program Director
  - of approximately 500–1000 words
  - on a topic involving routine equine health such as worming, dentistry, specific vaccines, shoeing, etc. and provide an explanation of the necessity of this treatment
  - outlining their personal equestrian goals

#### Application Deadlines

Selection will be made from candidates whose completed applications are received by **April 30th** of each year. Students must have re-registered before their application will be considered.

#### The Award

**\$1250–\$1500**      Awarded in the form of veterinary services and SSITS entry fees.

The scholarship covers all herd health veterinarian services for one student’s horse for the full school year, as well as entry fees for one horse to any one of the Saanich Shows in the Sun (SSITS) horse shows.

### 7.2.3 The QMS Equestrian Program Half Lease Scholarship

[The QMS Equestrian Program Half Lease Scholarship](#) is awarded annually on Speech Day. Recipients are selected by the Director of Equestrian and coaches of the Equestrian Program from those applicants meeting the following parameters:

#### Criteria

##### Current Students

- Senior School Students (Grades 8–11) currently enrolled in the Royal Riders or Half Lease Program at Queen Margaret’s School. Exceptions for Junior School Students may be made at the discretion of the Director of Equestrian provided all other qualifying criteria are met.
- Open to students who intend to continue riding in the Royal Riders or Half Lease Program for the following school year.
- Students must demonstrate strong commitment and passion for the sport
- Students must demonstrate commitment to participate actively in the QMS equestrian





- community (over and above the QMS Equestrian Program)
- Students must demonstrate commitment to academic and equestrian excellence.

### **The Application Process**

Applications for the QMS Equestrian Program Half Lease Scholarship must include

- 500-word essay or 3+ minute multi-media video presentation outlining how they will benefit from or why they are deserving of being awarded the ½ Lease scholarship for the following school year.

### **Application Deadlines**

Selection will be made from candidates whose completed applications are received by **April 30th** of each year. Students must have re-registered before their application will be considered.

### **The Award**

**\$7,300+\*** Awarded in the form of Half Lease Board fees for the following school year.

\*Note: Scholarship award does **not** include Half Lease Program fees (for lessons), however, should additional funds become available they may be applied to program fees at the discretion of the Director of Equestrian.

The scholarship covers all Half Lease Board inclusions as outlined in [Section 5.2](#) for student's Half Lease horse for the full school year.



## 8.0 Frequently Asked Questions (FAQ's)

### **What happens during holidays, school breaks and make-up lessons?**

The fee structure and total lesson counts take into consideration scheduled school breaks and holidays. Opportunities for make-up lessons are only available for excused absences when a student is not on track to meet their lesson count– this should be discussed with the student's riding coach. For more information on the QMS Make-Up Lesson Policy, please refer to the Equestrian Program Guide.

### **What about refunds?**

Once enrolled with the Equestrian Program, students wishing to withdraw from the program, or one or more of their weekly lessons, are required to give 30 days' written notice *prior to the start of the next term*. For example, students who do not wish to continue in the riding program in Term 2, written notification of withdrawal must be received by **January 1, 2025**

Refunds are not made unless a medical situation results in a significant amount of time absent. This must be discussed with the Director of Equestrian.

### **What is the appropriate dress at the stables after school?**

At all times, the equestrian program staff reserve the right to ascertain the appropriateness of clothing or student behaviour. Appropriate helmets and footwear must be worn at all times while riding. Walking type shorts may be worn for appropriate activities (weather permitting). Jeans may be worn for stable management or when visiting the Equestrian Centre outside of school hours. Crop tops, tank tops, spaghetti straps or hooded sweatshirts are not acceptable while riding. Jewelry is restricted to small earrings or ear studs only. No dangling bracelets or necklaces are permitted. Hair must be tied back or worn under the helmet preferably in a hairnet. These restrictions are in place to ensure the safety of our riders.

### **Can students ride any time they want?**

Riding is permitted for Team QMS students during Equestrian Centre hours (7:00am–6:00pm daily). Students under the age of 16 years may only ride when an approved additional person is present (i.e., a parent, staff member, or older designated student). Jumping is only permitted in lessons.

### **Can students have extra lessons?**

From time to time, a student may be able to sign up for "A la Carte" lessons if resources allow. The student's school account will be charged and therefore, prior parental consent must be given to the riding coach before a lesson is scheduled.



**Can a very green horse that sometimes misbehaves be brought to QMS?**

Our Director of Equestrian and Head Coach—Competition Program will need to see a video of a rider and their horse. Horses under the age of four are too young to be in a year-long program that is designed to develop rider skills. A young horse who has been well started under saddle may be accommodated as a rider's second horse in full training (see fee structure) at the Equestrian Director's discretion. Our program and facility are not suited to a horse with behaviour problems (bucking, bolting, rearing, spinning). The Head Coach—Competition Program will make the final decision regarding suitability.

**Are riders in the EQ Program able to compete or go in clinics?**

School horses are shared on a first-come first-served basis when riders sign up for a show. QMS Equestrian Program students are eligible to attend competitions and clinics, but priority for school horses may be given to a rider who half leases the horse. If a rider wishes to focus on competition, they may want to consider joining the Team QMS Program.

**Why must riders be a member of Horse Council British Columbia?**

Horse Council BC members receive excellent accident and liability insurance, as well as access to scholarship opportunities. For full details, visit their website at [www.hcbc.ca](http://www.hcbc.ca).

**What do riders do if their training schedule conflicts with their classes?**

Contact the Equestrian Office as soon as possible to resolve this situation. Nearly all scheduling issues are easily resolved and it is important to sort them out right away.

**How do riders sign up for clinics and shows?**

Student riders must be pre-registered for all clinics and horse shows in order to participate. Registrations for upcoming events are posted in the Equestrian Office and on our website at [qms.bc.ca](http://qms.bc.ca). Riders must receive prior permission from their parents to sign up for horse shows and clinics.

**Are there lessons on the day after shows?**

Lessons are not held for riders if they have shown the previous day. These riders should spend lesson time caring for their horse, unpacking from the horse show or catching up on homework. If a rider is unsure about their lesson, check in with the Equestrian Office or coach. Stable management lessons will be given on the day following an on-campus horse show.

**Who are the members of the Equestrian Staff Team?**

Information about the members of the Equestrian Program staff can be found on the QMS [website](#).



# 9.0 Major School Dates Calendar



## QMS MAJOR SCHOOL DATES 2024–2025

<p><b>September 2024</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<p>Aug. 31 Returning Grade 12 Boarders and Boarding Leaders Arrive</p> <p>Sept. 2 New Boarders Arrive</p> <p>Sept. 2 Labour Day (School Closed)</p> <p>Sept. 3 Returning Boarders Arrive</p> <p>Sept. 3 Senior &amp; Junior School New Student Orientation Day</p> <p>Sept. 4 First Day of Classes, Kindergarten &amp; ECE Gradual Entry</p> <p>Sept. 30 Truth &amp; Reconciliation Day (School Closed)</p>	<p><b>January 2025</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		<p>Jan. 6 Professional Development (ECE Closed)</p> <p>Jan. 7 Classes Resume</p> <p>Jan. 31 Mid Term Break (ECE Closed)</p>							
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<p><b>Boarding House Break Details</b></p> <p><b>Christmas Break</b></p> <p>Dec. 18 Boarding students depart</p> <p>Dec. 19 Boarding Houses close</p> <p>Jan. 6 Boarding Houses open and boarding students arrive</p> <p><b>Spring Break</b></p> <p>Mar. 12 Boarding students depart</p> <p>Mar. 13 Boarding Houses close</p> <p>Mar. 30 Boarding Houses open and boarding students arrive</p>	<p><b>May 2025</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p>May 16 Professional Development (ECE Closed)</p> <p>May 19 Victoria Day (School Closed)</p>																																																		
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<p><b>June 2025</b></p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<p>Jun. 18 Last Day Junior School Classes</p> <p>Jun. 19 Junior School Closing Ceremony</p> <p>Jun. 19 Last Day Senior School Classes</p> <p>Jun. 20 Senior School Speech Day</p> <p>Jun. 20 Last Day of ECE</p> <p>Jun. 21 Boarding Houses Close</p> <p>Jun. 21 Grad Banquet</p>																																																			
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## Appendix 1 Equestrian Academic Course Outlines

### Equestrian Athlete 10

**Elective Course 4 Credits**

**Pre-requisite: Registration in Team QMS Riding Program**

This course is tailored to give committed equestrians the appropriate balance of riding instruction, equestrian related theory and practical stable management classes. Through a combination of in class lessons and outside workshops, students will be introduced to Rider Health and Wellness, Horse Health and Wellness, Preparing for Competition and Leadership in the Horse Industry. Students will learn how to incorporate these core concepts into their daily equestrian activities.

### Equestrian Athlete 11

**Elective Course 4 Credits**

**Pre-requisite: Equestrian Athlete 10 & Registration in Team QMS Riding Program**

This course is tailored to give committed equestrians the appropriate balance of riding instruction, equestrian related theory and practical stable management classes. Through a combination of in class lessons and outside workshops, students will continue exploring Rider Health and Wellness, Horse Health and Wellness, Preparing for Competition and Leadership in the Horse Industry. Students will be expected to actively incorporate these core concepts into their daily equestrian activities, both at home and at horse shows.

### Equestrian Athlete 12

**Elective Course 4 Credits**

**Pre-requisite: Equestrian Athlete 11 & Registration in Team QMS Riding Program**

This course is tailored to give committed equestrians the appropriate balance of riding instruction, equestrian related theory and practical stable management classes. Through a combination of in class lessons and outside workshops students will further their exploration of Rider Health and Wellness, Horse Health and Wellness, Preparing for Competition and Leadership in the Horse Industry. Students will be responsible for creating and carrying out a yearly training plan based on these core concepts.

### Equine Science 10: Anatomy & Physiology

**Elective Course 4 Credits**

**Pre-requisite: None**

**Also available to QMS students who are not enrolled in the Equestrian Program**

This is a locally developed course approved by the BC Ministry of Education covering many aspects of horse knowledge and care. Subjects covered include Stable Management and Stewardship, Equine Health and Disease Prevention and First-Aid. Students may choose to take this course in Grades 10, 11 or 12. This course is a pre-requisite to the Introduction to Equestrian Management and Introduction to Equestrian Instructing courses.

### Equine Science 11: Anatomy & Physiology

**Elective Course 4 Credits**

**Pre-requisite: Equine Science 10**

**Also available to QMS students who are not enrolled in the Equestrian Program**

This course is designed to further promote a scientific approach to equine husbandry and introduce basic veterinary principles to all students. Common stable management practices are expanded upon to offer learners an academic approach to equine care and facility management. Students are encouraged to further investigate and supplement their competitive and career goals with the help of the materials, lessons, projects and field trips offered through this course.



## Appendix 2 External Course Credit Options

BC Ministry of Education approved external credits are awarded for learning outside of the traditional school setting. To earn credit for an approved credential, students must provide the appropriate documentation proving successful completion of the external assessment, event, course or program.

Equestrian focused external credits include:

### Equestrian Canada

Course: **English Rider Preparation 2** Course Code: UERP 10  
2 credits, Fulfills Applied Skills/Fine Arts 10, 11 or 12 requirement  
Successful Completion of Equestrian Canada Rider Level 2 Theory and Test

Course: **English Rider Preparation 6** Course Code: UERP11  
4 Elective Credits  
Successful Completion of Equestrian Canada Rider Level 6 Theory and Test

Course: **English Rider Preparation 8** Course Code: UERP 12  
4 Elective Credits  
Successful Completion of Equestrian Canada Rider Level 8 Theory and Test

### Canadian Pony Club

Course: **Canadian Pony Club 11** Course Code: UCPC 11  
4 Elective Credits, Fulfills Applied Skills/Fine Arts 10, 11 or 12 requirement  
Successful Completion of Canadian Pony Club Level B

Course: **Canadian Pony Club 12** Course Code: UCPC 12  
4 Elective Credits  
Successful Completion of Canadian Pony Club Level B2

### Sports Credentials Program – Athlete

Course: **Athlete 10** Course Code: UXSA 10  
4 Elective Credits  
Verification by Horse Council of BC of BC Summer Games Team member

Course: **Athlete 12** Course Code: UXSA 12  
4 Elective Credits  
Verification by Horse Council of BC of FEI Young Riders Program



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