

## ***Disciplinary Policy***

### **Purpose**

The Earlham College Stables strives to maintain a safe environment. In order to protect the people and the horses in the program from behavior that is potentially dangerous or harmful to others, a policy has been designed to determine a course of disciplinary action to minimize this dangerous behavior.

### **Policy**

- A. Damage to Earlham College Stables property (including damage caused by horses)
  - 1. Barn Staff must be notified immediately by either the person who caused the damage or a person who witnessed the damage.
  - 2. Barn Staff will view the damage and will discuss the incident with the individual responsible.
  - 3. If the damage is determined to have been accidental
    - a. The individual responsible will discuss and create a plan with Barn Staff to help in the repair of the problem.
  - 4. If the damage is determined to have been intentional
    - a. Barn Staff will discuss with the individual responsible the options available to him or her to remedy the situation.
    - b. If necessary administration may become involved.
- B. Endangerment or injury to other persons or horses in the program
  - 1. Barn Staff must be notified immediately by either the person who committed the action or by a person who witnessed the action.
  - 2. Barn Staff will discuss the incident together as well as meeting with the individual responsible.
  - 3. If it is determined that the individual responsible acted negligently or with the intention of harming another person or horse:
    - a. Barn Staff will discuss and present a possible course of action to the individual responsible.
    - b. If necessary administration may become involved.
- C. Irresponsible participation
  - 1. Barn Staff must be notified of any failure to comply with the Responsible Participation Policy.
  - 2. Barn Staff will discuss the issue together as well as meeting with the individual responsible.
  - 3. Barn Staff will discuss and present a possible course of action to the individual responsible.
    - a. If necessary administration may become involved.
- D. Possible disciplinary actions (including but not limited to):
  - 1. Payment for damaged property or work to pay off the cost of fixing that property.
  - 2. Work dedicated to fixing the problem caused by the individual.
  - 3. A letter of apology to any individual harmed by the situation or to the owner of any horse harmed by the situation.
  - 4. Revocation of the instructor title and privileges either permanently or for a set amount of time.

5. Reduction of co-op privileges.
6. Expulsion from co-op.

**\*While co-op's opinions and suggestions will be valued and considered in the decision making process, in any disciplinary situation Barn Staff has the final say as to the course of action that will be taken.**