



2021-22

PARENT MANUAL

WELCOME!

Welcome to the Kids' Zone before and after school program! The Geneva Park District, with the cooperation of School District 304, have developed a program to provide a safe and structured environment that encourages personal growth and development, while having fun. We are excited to be able to serve the needs of you and your family. We are confident that this program will be a fun, recreational experience for your children.

School year 2021-22 will look a bit different this year and as we have learned from the pandemic, guidelines may change. Our staff are working hard to be sure our programs are in compliance with the most recent guidelines and we will update families as necessary throughout the school year. This manual will provide you with information you will need to review prior to your child's first day of Kids' Zone. We hope that this information is helpful and informative. If you have any questions or concerns after reviewing this material, please do not hesitate to contact us. Thank you for being a part of our Kids' Zone program!

Sincerely,

Kelly Wales, Recreation Supervisor
kwales@genevaparks.com Direct Line: 630-262-2201

Derek Gronlund, Recreation Coordinator
dgronlund@genevaparks.com Direct Line: 630-262-2215

Caitlin Kulesza, Recreation Assistant
ckulesza@genevaparks.com Direct Line: 630-232-4738

Kids' Zone Priorities

SAFETY

Following new
guidelines

FUN

Making the best of an
unprecedented
situation

MEMORIES

Experiencing the "new
normal" for the first
time

Kids' Zone is a cooperative program between the Geneva School District and the Park District available to students in grades K-5th, attending Fabyan, Harrison, Heartland, Mill Creek, Western and Williamsburg Elementary Schools.

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Visit KZ online!

www.genevaparks.org

Download forms, monthly newsletters, calendars and more.

KIDS' ZONE PHILOSOPHY

The mission of the Geneva Park District is to provide residents of all ages in the community with recreational programs, facilities and open space that enhances their quality of life. The focus of our Kids' Zone program is to provide opportunities to participants that allow personal growth by developing a positive self image, as well as treating others with respect. Additionally, participants learn to appreciate diversity, develop leadership and other skills through a variety of outdoor activities and experiences. All of the sites incorporate the "Character Counts" philosophy and the benefits of a healthy lifestyle. It is the primary goal of the Geneva Park District to make sure before and after school is a fun and enjoyable environment for each participant. The experiences and bonds that are formed at KZ will last them a lifetime.

PARTICIPANTS WITH SPECIAL NEEDS/ ACCOMMODATIONS

The Geneva Park District believes in the right to an excellent recreational experience for all individuals from all backgrounds and ability levels.

If your child has any special medical, physical, psychological and/or emotional needs or receives special services from the school district, please notify Kelly Wales at kwales@genevaparks.com. Lack of information may adversely affect the park district's ability to accommodate the needs of your child. All participants must be toilet trained and are responsible for their own bathroom needs.

Please allow at least 2 weeks for all requests.

HOURS OF OPERATION

The program runs Monday thru Friday. (3 or 5 day option to register)

*These times are for regularly scheduled school days.

AM Hours* 6:30-8am. PM Hours* 2:15-6pm

Please note: Although staff may arrive to the site prior to the start of the program, they are not permitted to accept children earlier than the

Park District Photo / Video Disclaimer

All participants permit the taking of photos and/or video of themselves and their children during Park District activities, programs, events, and facilities for publication and if the Park District deems necessary in marketing materials. If you and your child do not wish to be photographed or videotaped, a written objection must be filed with the Park District.

COMMUNICATION WITH SITE AND ADMINISTRATIVE STAFF...

KZ SITE PHONES

| | |
|---------------------|---------------------|
| FABYAN | 630-947-9540 |
| HARRISON | 630-945-5043 |
| HEARTLAND | 630-947-2560 |
| MILL CREEK | 630-746-7759 |
| WESTERN | 630-947-4276 |
| WILLIAMSBURG | 630-945-7334 |

ADMINISTRATIVE STAFF

| | |
|---|---|
| KELLY WALES RECREATION SUPERVISOR | 630-262-2201 KWALES@GENEVAPARKS.COM |
| DEREK GRONLUND RECREATION COORDINATOR | 630-262-2215 DGRONLUND@GENEVAPARKS.COM |
| CAITLIN KULESZA RECREATION ASSISTANT | 630-232-4738 CKULESZA@GENEVAPARKS.COM |
| SUNSET COMMUNITY CENTER | 630-232-4542 FAX: 630-232-4569 |
| SPRC (STEPHEN D. PERSINGER RECREATION CENTER) | 630-232-4501 FAX: 630-232-4502 |

For communication purposes, each site has a cell phone. The phones are for parents needing to contact staff to inform them of an absence, late pick up or family emergency. These phones are not for parents to call their children, as this is not fair to the other participants. Participants will be able to use these phones in an emergency only. Also, participants may not use personal cell phones at the site. The cell phone at the site will only operate during program hours (before and after school). At any other time you may leave a message on the voicemail.

REGISTRATION

Registration Procedure

All registrations are subject to acceptance based on program availability, proper completion of registration material, payment status/history and the Park District's ability to meet any special needs the participant may have.

In order to register, each participant must:

- Complete and sign proper registration and detailed participant profile forms for each child.
- Include full payment or enroll in our EZ Pay program.
- Pay all outstanding fees due to any and all Kids' Zone program or any other Park District programs and remain in good financial standing with the Geneva Park District.
- **Registration is due by August 1.** Registration packets received after August 1 will be placed on a waitlist and may not be eligible until September 13, provided space is available. After September 13 participants must be registered by the Wednesday prior to the week they wish to begin attending, provided space is available.

Priority
registration offered
to current KZ
participants and
their siblings.

Registration Policy

It is our goal to accommodate as many families as possible. The Geneva Park District reserves the right to adjust locations based on availability of space, staff and enrollment in order to maintain the safety, structure and integrity of the program as a whole.

- All registrations must be accompanied by full payment per registration forms.
- Special needs accommodations can be made to assist your child. Please notify us as soon as possible to secure appropriate accommodations.
- No participant is permitted to temporarily withdraw from the program.
- Any participant withdrawing from the program:
 - Must submit an application for refund by the 20th of the month preceding the month the change is to become effective. An application for refund must be completed as cancellation verification. Refunds will be prorated. Refunds or credits will not be given for snow days, vacation, illness, extra curricular activities, disciplinary reasons or other temporary child care arrangements.
 - Will not be guaranteed a spot if they wish to return in the future.
 - Must resubmit complete registration and detailed participant profile forms for re-enrollment.
 - Withdrawal from program will result in the loss of any spot(s) reserved for the following school year.
- Kids' Zone offers priority registration to current participants and their siblings.

PROGRAM FEES

Register early!
Spaces are limited.

Kids' Zone Monthly Fees

Registration Fee: \$50 per child. This is non-refundable.

| | 1st child | *Additional Child |
|-----------------|-------------|-------------------|
| AM only - 5 day | \$184/month | \$149/month |
| AM only - 3 day | \$121/month | \$99/month |
| PM only - 5 day | \$328/month | \$265/month |
| PM only - 3 day | \$217/month | \$175/month |
| AM & PM - 5 day | \$439/month | \$354/month |
| AM & PM - 3 day | \$285/month | \$229/month |

***Multiple Child Discount for additional children.**

The yearly tuition is divided into an installment plan that includes registration fee and 9 equal monthly installments. (Registration fee \$50, EZ Pay - the first payment will be charged on August 18, 2021. Eight (8) additional monthly payments will be charged on the first business day of each month from September 1, 2021 thru April 1, 2022.)

Declined / Late Payments:

Credit / Debit cards that are declined will be charged a \$25 service fee by the Geneva Park District. In addition, a late fee of \$10 will be charged.

Schedule Change Fee \$5 (must fill out Schedule Change Form).

Late Pick Up Fee - \$5 after the first 10 minutes and **\$1** every minute thereafter after the ten minutes.

PAYMENTS / REFUNDS

Payments

- At registration a **non-refundable** registration fee is due per child.
- You may pay the tuition in full at time of registration or sign up for EZ Pay; automatic monthly payments from a credit or debit card. *Personal checks are not accepted.
- For EZ Pay payments, the first payment will be charged on **August 18, 2021**. Eight (8) additional monthly payments will be charged on the **1st business day of every month** from September 1, 2021 through April 1, 2022. You will not receive a bill. (Once you have signed up for EZ Pay, your account will be charged on the 1st of each month.)
- The yearly tuition has been divided into an installment plan that includes a registration fee and 9 equal monthly installments. This includes all half days if it is your child's regularly scheduled day.
- **Institute days and selected school holidays and breaks are not included in the EZ Pay installment plan, but can be registered for separately.**
- **Credit / Debit cards that are declined will be charged a \$25 service fee by the Geneva Park District. In addition, a late fee of \$10 will be charged.**
 - After the 15th of the month, the child will be suspended from the program until the account is brought up to date. After 30 days the child will be withdrawn from the program.
- Need to update your credit card information? Log on to your park district account! Updates can be made at anytime.

Please note:

- NO payments are accepted at program sites.
- Partial payment is not accepted, full payment is required to participate.
- Prorated payments may be available for late registration.
- We are no longer able to split payments between multiple credit cards or family members.

Late Payments

- If the payment is not received by the 3rd of the month, regardless of a holiday or weekend, a late fee per family will be applied.
- Late payments are not considered paid in full unless late fee is paid.
- Consistent late payments and non-payments may result in suspension from the program.
- Credit /debit cards that are declined will be charged a \$25 service fee by the Geneva Park District.

REFUNDS

- Prorated refunds for the monthly tuition will be given if the participant moves out of the district, withdraws from the program or for an extended medical leave (5 or more consecutive days) with a doctors note. The Geneva Park District office must receive an application for refund by 10 business days prior to the child's last day of attendance. An application for refund must be completed as cancellation verification. Refunds will be prorated. Refunds or credits will not be given for snow days, vacation, illness, extracurricular activities, disciplinary reasons or other temporary child care arrangements. **Withdrawal from program will result in the loss of any spot(s) reserved for the following school year.**

TAX INFORMATION

The Geneva Park District tax identification number is 36-6008378. Each year registering parent of participants will receive a year end receipt for Kids' Zone by January 31st. If additional receipts or billing information is required, please contact Caitlin Kulesza at ckulesza@genevaparks.com

ABSENCES

The school is not responsible for informing Kids' Zone staff of any absences; it is the parent's responsibility to inform the site by leaving a message on the site phone by 2pm to inform us of absences or if a child went home early. **Notification is imperative.**

You may instead send one email that includes the school secretary, park district recreation supervisor and site coordinator to communicate that your child will not be in the program that day as the school needs to be notified as well so they can ensure your child is placed in the correct dismissal line at the end of the day.

Please don't forget to inform the site about vacations and/or scheduled absences. Frequent unreported absences may result in the child being removed from the program.

EXTRACURRICULAR AFTER SCHOOL ACTIVITIES

Children may take part in extracurricular activities held at their schools (scouts, clubs, ect.) To do this, a parent must notify the Site Coordinator in writing by completing an "Extracurricular Activity Form" for each activity the child will be attending. These forms are available at each site. The person in charge of the extracurricular activity is responsible for bringing the child back to Kids' Zone at the end of the activity.

GENERAL SAFETY RULES AND POLICIES

- Children should wear gym shoes every day to allow full participation in the activities. Please send jackets, boots, hats, gloves, etc. so your child can play outside when the temperature drops. (Participants will not be allowed to play in the snow unless they bring snow pants and snow boots.)
- Participants will go outside whenever possible. Kids' Zone adheres to the school district policy of zero degrees with windchill factored in.
- Only Geneva Park District staff, School District 304 staff, current participants, parents/guardians, invited special guests and adults on the emergency release form will be allowed on the premises during program hours.
 - Parents picking up their child must take their child. It is not acceptable for a parent to "visit" and leave.
- All school policies and rules will remain in effect and apply during program hours.
- No electronics, iPods, iPads, cell phones, or handheld games will be allowed. (Staff is not responsible for items children bring from home.)
- No hats may be worn indoors or clothing that depicts violence or inappropriate themes.
- "G" rated movies may be shown. "PG" rated movies will only be shown with parent permission.
- Gum is not allowed at Kids' Zone.
- Sharing of snacks is not allowed due to potential food allergies.

See page 9-10 for our plan to protect participants and staff in relation to

CODE OF CONDUCT

The following policies have been established for the benefit of the program and the safety of our participants. These rules apply to all participants and their parents/guardians.

- No bullying, verbal or physical abuse, threatening, obscene, disrespectful or physical violence will be tolerated.
- All threats and threatening behavior will be taken seriously and reported to the appropriate supervisor.
- Participants must show respect to all staff, participants, all property, equipment and facilities.
- There may be no intentional physical contact with any other participants or verbal or physical harm.
- Participants may not place themselves or others in dangerous situations though actions or behavior.
- No weapons or items that may be used as weapons may be brought to the program.
- Participants may not leave the program area without permission.
- Participants are responsible for their actions and belongings (bags, jackets, school supplies, etc). Please note: cell phones and other electronic devices will not be allowed at the program.
- No toys from home are allowed at Kids' Zone.
- No refunds will be issued for suspensions.

See page 12 for our KZ Discipline Policy.

**#1 KZ rule is to
have fun!**

NEWSLETTERS / ACTIVITY CALENDARS

A monthly newsletter / calendar will be available at your child's site and online at www.genevaparks.org

Newsletters & calendars contain important dates and information. The activity calendar will show weekly themes, and daily activities offered at your child's site. Children with food allergies or restrictions are always welcome to bring their own snack. We follow the District 304 allergy plan.

HOMEWORK POLICY

It is not Kids' Zone's responsibility to ensure that any child does their homework. However, there is 30 minutes of quiet time scheduled every day. This is the time designated for homework, reading or a quiet individual activity. The staff is happy to remind and encourage your child that it is time to do their homework, but staff will not force them to do so. The staff is not there to tutor or work one on one with your child on their homework. This program has been designed to be a fun, recreational program. We want to make sure to keep that energy and not let it become an extension of the school day. It is important for the kids to be able to participate in the activities planned because the benefits of recreation are endless! The amount of homework time is limited to 30 minutes, no exceptions.

EARLY DISMISSAL & HALF DAYS

If a participant is registered for 5 days of the afternoon Kids' Zone program, then any early dismissal or half day is included in the program fee.

If a participant is registered for 3 days only, then the half day would only be covered if that was a day they were scheduled to attend.

On half days and early dismissals the program will be held at the school.

For all half days, children will need to bring a lunch and drink, no lunch will be provided.

Know before you go! Visit

www.emergencyclosingcenter.com
or www.genevaparks.org

Emergency School Closing and Program Cancellations

If Geneva School District 304 announces a late start due to weather, all AM programs running 6:30-8am from Kids' Zone will be cancelled.

If Geneva School District 304 announces any cancellations of after school activities or closes for any reason including weather, or emergency due to unforeseen circumstances, all PM Kid's Zone programs will be cancelled.

When school is closed for the day due to weather, ALL Geneva Park District programs will be cancelled as well. No credit will be given for these days, as they will be made up at the end of the school year.

If you have not received notice that school has been cancelled by 6:30am, you may assume Kids' Zone will be in session. Should the school district cancel school after 6:30am or announce an unscheduled early dismissal, you will be required to return to school to pick up your child.

SCHOOL HOLIDAYS AND WINTER / SPRING BREAKS

- Day Off Fun Zone is available on select school holidays and Institute days. These days must be registered for separately. Please see park district brochure or website for details.
- The Geneva Park District does not offer programs the two days before school begins, Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve, Christmas Day, New Years Eve, New Years Day, Good Friday, or Memorial Day.
- **Space is limited for Day Off Fun Zone, so sign up early to reserve your spot. Once the program is full, we cannot guarantee additional space will become available.**

DETAILED PARTICIPANT PROFILE FORMS

(EMERGENCY AND RELEASE FORM)

Only authorized individuals listed on each participant's "Detailed Participant Profile" form will be permitted to sign a child out. Anyone picking up (including parents) must be prepared to show a picture ID when picking up a child from the program. Minimum age for authorized individual is 14 years.

Change of Information:

If a parent has a change of any pertinent information, such as phone numbers, address or adding or removing someone from the authorized pick up list, a "Change of Information Form" must be completed. Only the parent/guardian who completed the original forms can authorize these changes. These forms are available at the site and online. Parents/guardians are responsible to ensure information is up to date with the Park District. We understand custody situations, restraining orders, etc. may arise. These situations should be clearly communicated to Geneva Park District staff if it effects pick up from Kids' Zone.

DROP OFF POLICY

Although the staff may arrive at the site prior to the program start time, they are not permitted to accept participants before 6:30am. Children may be dropped off until the program ends in the morning. **Children must be accompanied by a parent or authorized adult and they must sign their child(ren) in on the Sign-In form each day.**

Kids' Zone Entrances:

Fabyan - Door #2
Harrison - Door #7
Heartland - Door #7 (AM) #3 (PM)
Mill Creek - Door #2
Western - Door #7
Williamsburg - Door # 17

PICK UP POLICY

Participants MUST be signed out from Kids' Zone by a parent or an authorized adult. No child will be released to an individual whose name does not appear on their Detailed Participant Profile form and under no circumstances is a child allowed to leave the program unescorted. Staff may ask to see picture identification of anyone picking up the child, including parents. If someone is going to pick up the child that is not on the list and it is a one time occurrence, you must send in writing a letter authorizing the adult to pick up in advance. If a parent needs to add someone to the "Authorized Pick-up" section of the form, a "Change of

Information" form must be filled out. The only person who may make changes is the parent/guardian who filled out the original forms.

Other pick up information:

- Please allow sufficient time when picking up your child.
- In the event that you will not be able to pick up your child by the program end time, please notify the site immediately.
- Please adhere to the parking rules at each site.
- Participants are not allowed to re-enter the program after being signed out unless special arrangements have been made prior.
- Participants are not allowed to return to classrooms for any reason per school district policy.

LATE PICK UP FEE (PER CHILD)

The pick up time of 6pm will be strictly enforced. If the parent is unable to pick up their child by the end of the program, it is the parent's responsibility to make other arrangements. Any pick up after 6pm will result in a late fee of \$5 for the first 10 minutes and \$1 per minute after the first ten minutes will be charged if you are late picking up. After 30 minutes and all emergency authorized pick up persons have been called, staff will notify the local Police Department. The child will be transported by the Police to the Police Station. A late form will be filled out and turned into the office where you will be expected to pay your late payment, before your next monthly payment is due. If unpaid, it will automatically get withdrawn with the next automatic monthly payment. If late pick up becomes a habit, you run the risk of your child being dismissed from the program.



KZ Friends!

COVID-19, OUR PLAN TO PROTECT PARTICIPANTS AND STAFF



► **Additional training** is being provided to staff to ensure that all staff have been trained to correctly don, doff, maintain and dispose of PPE and face masks relevant to their respective level of protection. Provide both initial and refresher training on the different types of PPE that are needed for specific tasks and the reasons they are necessary; this will lead to more effective use and conservation of PPE.

- **Cleaning and Disinfection** - Increased frequency of cleaning, disinfecting and proper cleaning methods per Illinois Department of Public Health and the Centers for Disease Control and Prevention guidelines.
 - Cleaning and disinfecting of communal spaces between groups.
 - Cleaning and disinfecting of shared items between uses. Assigning items where possible to reduce the quantity of items shared.
 - Cleaning and disinfecting frequently touched surfaces and common spaces multiple times daily.
 - High touch surfaces including toilets and restrooms will be cleaned and disinfected more than once per day.
- Post additional **signage** in appropriate areas to encourage behaviors that mitigate the spread of the disease.
- **Communication with participants** - at the beginning of Kids' Zone, groups will hold trainings and demonstrations on behaviors and precautions participants should abide by to prevent the spread of COVID-19, including: hand washing, sanitizing hands, practice physical distancing in various settings, which symptoms to look out for and when to report them, coughing etiquette along with other KZ policies and guidelines.

Masks, social distancing???

What are we going to do all day?!

The guidelines and procedures for activities have been created to reduce COVID-19 exposure and risk to participants and staff while participating in typical before and after school activities. Activities, whether indoor or outdoor, will be limited to those in which physical distancing of groups and activities cohorts and proper hygiene can be practiced.

SAFETY

Following new guidelines



COVID-19, OUR PLAN TO PROTECT PARTICIPANTS AND STAFF

What to Bring to Kids' Zone

This year, we are asking that you send minimal items with your child to Kids' Zone. Necessities include:

- Back pack to keep child's belongings in.
- **Afternoon snacks and a reusable water bottle. For the safety of all participants, food items must be peanut free.**
- Sunscreen / Bug Spray - Due to potential allergic reactions, all participants are required to supply their own bottle of spray on sunscreen and/or bug spray.
- Attire - participants should wear socks and gym shoes everyday.
- Please have your child bring a proper face mask. Masks are required for any indoor activities, but not



General Guidelines during COVID

- ▶ Participants and staff will wear cloth face coverings during indoor activities and when maintaining physical distancing is not feasible outside due to area limitations.
- ▶ We will host activities outdoors as much as possible as the restrictions for face masks are lessened when outside.
- ▶ Groups will maintain physical distancing during activities. Crafts, games and activities will all be similar to years past with slight adjustments to keep all participants physically distant during the program.
- ▶ Additional transition time will be scheduled between activities to ensure that cleaning can occur between groups.
- ▶ Participants and staff will be guided in practicing proper hand hygiene:
 - ▶ Instruction will be provided to participants to wash hands with soap and water for 20 seconds before and after activities, or the use of alcohol-based hand sanitizer containing at least 60% alcohol before and after activities.

FUN

Making the best of an
unprecedented
situation

ILLNESS AND INJURY

Healthy Kids Policy:

- If a child becomes ill during the program, a parent will be notified and asked to pick up the child as quickly as possible. The child must be fever free for 24 hours before returning to the program. If a child vomits, they must go home immediately, if a parent is unable to pick them up, the emergency contacts will be called.
- We ask that you be considerate of other children and staff and keep your child home if they show signs of illness.
- In case of a contagious disease, please notify Kids' Zone Staff immediately. All parents at that site will be notified as soon as possible.
- A child must receive appropriate treatment, depending on the condition, before returning to the program and may require a medical release from a physician.
- Paramedics (911) will be called to handle serious injuries. If your child needs emergency medical care, we will accompany them and a parent/guardian must meet us at the medical facility immediately.



Notification of Medical Attention:

- For any minor injury/illness we will only administer basic first aid such as bandaid or ice pack and you will be notified when you arrive.
- In the case of an injury/illness that requires more attention; we will administer first aid and contact the parent or the emergency contacts in the event you are unavailable. An accident report will be completed as well.
- If necessary, we will contact emergency services and the participant will be transported to the nearest hospital.

DISPENSING MEDICATION

Strict policies have been put in place regarding the dispensing of medication to participants. These policies must be followed if a participant is required to receive medication while in the program. This includes restrictions for any over the counter medications (including cough drops and pain relievers) and any prescription medication. Parents/Guardians are required to complete a "Request to Administer Medication Form" for any and all medication to be administered to participants by Kids' Zone staff or the participants themselves. This form requires a physicians signature.

- All medication is required to be in the original container whose prescription label must include patient's name, physician's name, pharmacy name, name of medication and complete dosage information.
- Each day the proper dosage should be sent in the original container. If original container is not available, parent should try to obtain a new one from physician or pharmacy.
- Parent/Guardian must sign and complete a Request to Administer Medication form. This form requires a physicians signature.
- Medication will be stored in a secure area at temperature consistent with package instructions.
- Participants must have a medical release form for medication such as inhalers and Epi-pen.
- With the exception of Epi-pens and inhalers, only oral medicine may be administered. Staff may not dispense suppositories or shots (diabetic).



DISCIPLINE POLICY

It is our philosophy for discipline to teach participants to take responsibility for their own actions. We try to accomplish this through using specific directions, redirecting a child, positive reinforcements, motivation and leading by example. Since each participant has different ways of learning, several different methods may be used.

1st Offense - Verbal Warning (depending on the severity, several warnings may be given).

2nd Offense - A behavior report will be filled out and filed with the Recreation Supervisor and the parent/guardian. The parents will be required to sign the report, which will remain in the participant's file. The staff will work with the participant and parents to correct the behavior. (This may be issued immediately, without warnings for serious infractions).

3rd Offense - Suspension: The participant will be suspended from the program for one to three days. The suspension will be in effect the first day following the offense. The first time will be for one day and the second time for three days. The parent will be notified by the Site Coordinator or Recreation Supervisor. Upon return from a three day suspension, if behavior continues, the Recreation Supervisor may permanently suspend a participant from the Kids' Zone program, which also may affect any day off trips, holiday camps or summer camps.

Depending on the situation and the degree of the offense, the participant may be permanently dismissed from the program following the issuance of a behavior report. There will be **no refunds** for days missed due to disciplinary infractions.

At Kids' Zone, we hold a **"Zero Tolerance to Violence"** policy. A participant that is physically or verbally abusive to another participant, volunteer or Park District staff will be immediately suspended without any prior warning. No bullying, verbal abuse, threatening or physical violence towards Park District staff, FVSRA staff or any participant will be tolerated. All threats and threatening behavior will be taken very seriously and will result in an immediate suspension and possible dismissal from the program.

See
page 3
for our
Special Needs
Accommodation
Information



KZ Friends!