

## **Overview of the RECPAC Summer Playground Camp Accommodation Process (Targeted Inclusion Sites):**

- ✓ Request for accommodations from parent/guardian
- ✓ Customer Profile Form sent to customer (must be updated annually)
- ✓ Parent/Guardian contacted by inclusion site staff prior to start date (generally weekend before) to review needs, expected outcomes, and general accommodations requested for participation
- ✓ Site staff outline accommodation plan detailing specific needs and strategies (information gleaned from parent feedback and Customer Profile Form) within first 2 days of participation.
- ✓ Accommodation plan verified by parent and shared with all site staff
- ✓ Inclusion Specialist/Site Director monitors implementation of accommodation plan and/or tweak as needed.
- ✓ Site staff/Parent collaborate as to customer's progress/evaluation of services
- ✓ Weekly progress notes completed by inclusion staff and sent home each Friday of camp
- ✓ Site director maintains file and supporting documentation of customer's experience

### **Non-Targeted Inclusion Sites (Standard RECPAC Sites)**

- ✓ The Summer RECPAC Inclusion Specialist will train the site staff and implement the requested accommodations via an accommodation plan with the site staff prior to the start date.
- ✓ The Inclusion Specialist will monitor the effectiveness of the plan and is available for consultation with the site staff or parent throughout the week(s) of participation.

## **FCPA Code of Conduct**

**All customers enrolled in Fairfax County Park Authority programs agree to meet and sign the rules *of conduct* document (in your standard camp paperwork). ADA accommodations provide customers with disabilities support to help meet the rules of conduct. The ADA Coordinator reserves the right, on behalf of the agency, to terminate participation in the program if the customer cannot follow the rules of conduct. *Every effort* will be made to provide appropriate accommodations before terminating participation.**

- Must be able to maintain personal care without support of FCPA staff or FCPA volunteers (parents can provide personal care assistance if needed)**
  
- Stay with his/her assigned group**
  
- Respect others (listening & following directions; using appropriate language; keeping hands and feet to self)**
  
- Maintain self-control (anger management)**
  
- Meet the prerequisites for the program (age and other if required for participation)**