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INCLUSION POLICY (31MAY16)

The Hanover Parks and Recreation Department actively seeks and supports participation by Hanover residents with a variety of interests and abilities in our programs and services. To support and accommodate Hanover residents with a medical condition or disability the Department along with the family and possibly outside consultants will determine the accommodations and the level of support appropriate for the participant. This support can vary from program to program, based on the programs daily activities and location. When determining the level of support the following criteria will be considered:

- **Nature of participant's current needs** – Can the setting and nature of the recreational activity reasonably accommodate the individual needs and requirements of the participant.
- **Severity of the needs** - The participant's developmental characteristics will be weighed to determine at what level they can participate in the program.
- **Recreational activities** - Competencies of staff, the accommodative capacity of the site, and the number of participants enrolled are crucial factors.
- **Availability of supportive personnel** - Placement decisions can be affected by the resources available to support the recreation staff once needs have been determined.
- **Participant/Family recreational goals** - Do the goals of the participant/family match the intent and design of the program or service.

Parents Role

1. Verify the participant meets minimal eligibility requirements of program (i.e., age, registration and level of participation)
2. Check yes where the registration form states, "...does the participant have a disability or medical condition that may require assistance or accommodation"
3. Attend meeting with HPR staff to determine level of appropriate support.
4. Communicate openly with staff by providing accurate and pertinent information on participant's needs for successful inclusion.
5. Keep in mind, recreation programs and activities are voluntary in nature. Participation will be encouraged but not forced.
6. Provide ongoing constructive feedback on participant's progress and response to program.

Departments Role

1. Once registered the Department will contact the family to set up a meeting to go over the program and determine how best we can meet your child's needs.
2. Notify program staff of participant's needs and their role in supporting the participant in their program
3. Work with family if it is determined that they would need to provide a one on one aide or other outside specialist for their child's participation.
4. Communicate with family any program updates, changes or information they need to be made aware of.
5. Maintain communication with parents/guardians, support staff, and program staff throughout the course of program.
6. Recommendations will be addressed based on participant's progress or level of success in program.