

City of Federal Way Parks Inclusion Policy Summary:

The City of Federal Way strives to create an accessible environment in our general recreation programs for our diverse population. People of all abilities are invited to consider registering for any recreation program Federal Way Parks has to offer provided minimum eligibility requirements are met. To request the use of auxiliary aids or services, aides, or adaptive equipment, please allow 10 business days prior to the start of the program. We also offer programs designed specifically for people living with disabilities in our Inclusion Programs listed in our quarterly brochure. If you have any questions about accessibility in any of our programs, contact Kevin Hutchinson at kevin.hutchinson@cityoffederalway or (253) 835-6927.

CITY OF FEDERAL WAY PARKS INCLUSION POLICY

The City of Federal Way Parks Department is committed to serving the needs of everyone in the community through inclusive programming, providing an atmosphere in which persons with and without disabilities can interact, play, and socialize with their peers in an all-inclusive, supportive environment.

The Americans with Disabilities Act (ADA) prohibits discrimination in public programs or services based on disability.

The Parks Department may provide the following to make programs and services accessible if this does not result in a fundamental alteration in the nature of the activity or an undue burden

(www.usdoj.gov/crt/ada/adahom1.htm):

- **Assignment of Aides:** Providing trained employees or volunteers to assist the participant.
- **Auxiliary Aids or Services to Ensure Effective Communication:**, this may include sign language interpreters, note takers, assistive listening services, cassette versions of documents, and Braille documents.
- **Adaptive Equipment:** Many vendors make adaptive sports equipment, adaptive game pieces, adaptive card holders, special eating utensils, and adaptive musical instruments. The Parks Department shall make a reasonable effort to acquire adaptive equipment, if requested.

Inclusion Request Procedure

Participants should notify the Parks Department as soon as they are aware that they require the auxiliary aids or services, aides, or adaptive equipment listed above to access a program or service. Some auxiliary aids or services, aides, or adaptive equipment take more time than others to schedule but if a participant notifies the parks Department at least 10 business days prior to the time the participant plans to use the program or service, this will increase the likelihood that the aides, aids, services, or equipment will be ready when needed.

- Submit an Inclusion Request Form to notify the Parks Department that you require the auxiliary aids or services, aides, or adaptive equipment listed above to access a program or service.
- Program participant spaces are filled on a first-come-first-served basis regardless of disability
- After receiving an Inclusion Request Form, the Inclusion Coordinator will contact the participant or the participant's parent or guardian. If the program is full, the Inclusion Coordinator may suggest alternative options. If the program is not full, the Inclusion Coordinator may schedule auxiliary aids or services, aides, or adaptive equipment to make the program or service accessible.

The Parks Department or the participant may become aware that auxiliary aids or services, aides, or adaptive equipment are required after a program has begun. In that case there may be a period during which the program is not accessible until the Parks Department schedules the appropriate auxiliary aids or services, aides, or adaptive equipment.

Eligibility

Every participant must meet the essential eligibility requirements for receipt of services or participation in the Parks Department programs. The Parks Department enforces age and grade requirements for each program/activity for all programs regardless of disability.

Personal Devices and Service

The Parks Department is not required to provide personal devices or services.

- Personal devices or services include trachea suctioning, cauterization, tube feedings, injections or oxygen tank monitoring.
- Toileting: Staff will not provide diapering, post-toilet wiping, or hands-on transferring of persons living with disabilities. Staff will not provide any procedures dealing with a catheter.
- Caregivers who provide services essential to the participant may accompany the participant in the program.

Safety/Risk Issues

Under the Americans with Disabilities Act (ADA) regulations, the Federal Way Parks Department is not required to allow an individual to participate in a program or activity if the individual poses a direct threat to the health or safety of others. In determining whether an individual poses a direct threat to the health or safety of others, the Parks Department will make an individualized assessment based on reasonable judgement that relies on current medical knowledge or on the best available objective evidence, to ascertain: the nature, duration, and severity of the risk; the probability that the potential injury will actually occur; and whether reasonable modifications of policies, practices, or procedures or the provision of auxiliary aids or services will mitigate the risk.

The Parks Department staff may issue a memo to the participant or his or her legal guardian if it identifies a direct threat. The memo may include current medical knowledge or best available objective evidence, the nature, duration, and severity of the risk, the probability that injury will actually occur, and whether reasonable modifications or auxiliary aids or services will mitigate the risk. The memo may suggest alternative programs where the individual would not pose a direct threat.

In the event that a participant's behavior causes an unsafe situation to arise the participant will be removed from the program until a behavior plan is developed. Parks staff, in consultation with the parent or guardian and other departments if necessary, will develop the plan. Parks staff may schedule a meeting with the participant or the participant's guardian. Parks staff may develop an inclusion profile.

Applied Behavioral Analysis (ABA Therapists) and Guests

- If a parent/guardian is requesting that an ABA therapist or guest attend a particular program, an ABA/guest visit request form must be submitted to the Inclusion Coordinator 10 days prior to the proposed visit.
- Visitations depend on capacity in the program and classroom.