

# Inclusion Statement, Modifications & Eligibility Criteria

## INCLUSION STATEMENT

Carmel Clay Parks & Recreation's Extended School Enrichment (ESE) program is committed to being an inclusive program. Our inclusion model allows participants of many different ability levels to join our ESE program. Carmel Clay Parks & Recreation (CCPR) is committed to compliance with the Americans with Disabilities Act (ADA) through making reasonable modifications as required by the ADA. In addition, CCPR is dedicated to non-discrimination in the provision of programs, services, and activities to the public.

## ESSENTIAL ELIGIBILITY CRITERIA

Participants must meet our essential eligibility requirements, which are:

- Eligible Carmel Clay School student in grades kindergarten through 6th grade.
- Secure enrollment by paying \$40 per participant enrollment fee via EZChildTrack system.
- Safety of each and every participant is our top priority. If, with supports provided by Carmel Clay Parks & Recreation (CCPR), a participant harms self or others, or demonstrates that he or she cannot participate in our program safely, CCPR may decline the enrollment, or if currently participating, temporarily suspend participation.

## ENROLLMENT PROCESS

When enrolling your child/ward in an ESE program the question below is required to complete the enrollment process.

- Will my child/ward need a modification because of a disability to succeed in this program?
  - **YES or NO**
- CCPR welcomes people with disabilities in all programs. For participants that have answered "YES", CCPR staff will schedule an assessment. In the assessment, CCPR will gather information about disability or health conditions, including but not limited to IEPs, 504 plans, and other plans useful at other agencies.
- If it is determined in the assessment that supports are required for your child/ward, CCPR staff will plan and provide supports. Participation in a CCPR program may begin once a plan is in place and CCPR staff have been trained.
- An assessment may take time to complete. The earlier CCPR staff know a participant may need a modification, the more likely program participation may begin the day the program starts.

For more information on modifications and supports please contact Aimee Rich, Inclusion Supervisor, at 317.843.3866 or [arich@carmelclayparks.com](mailto:arich@carmelclayparks.com).

## MAKING MODIFICATIONS BASED ON PARTICIPANT DISABILITIES

CCPR recognizes the need to make reasonable modifications for participants, based on their disability or health condition. We adhere to a seven-step inclusion process. Those steps are:

1. Invite persons with disabilities to register for inclusive participation, alongside persons without disabilities, in CCPR programs.
2. Use the CCPR ESE enrollment form that asks whether the registrant needs a modification based on disability.
3. Conduct an assessment that matches the ability of the participant with planned program activities, for the purpose of determining what supports are necessary for safe and enjoyable participation.
4. Prepare a plan for how those supports will be implemented by CCPR, whether by employee, volunteer, or contractor.
5. Provide CCPR staff with any training necessary to implement the plan.
6. Maintain ongoing communication with parents/guardians or caregivers.
7. Implement the plan and conduct both summative and formative evaluations of the plan implementation.

## MODIFICATIONS AND PERSONAL SUPPORTS

CCPR distinguishes between modifications and personal supports for persons with disabilities. CCPR will make reasonable modifications. CCPR will provide the following supports in camps:

- Adjust established procedures
- Adaptive equipment, after an assessment determines it is necessary
- Sign language interpreters
- Other means of communication between staff, participant, and family that are effective
- Transportation (e.g. accessible bus)
- Additional training for CCPR staff
- Reduced staff-to-child ratio for a participant, after an assessment determines it is necessary
- Behavior intervention plans and supports
- Monitor blood sugar, and when necessary, facilitate the administration of insulin by pump, syringe, or other means
- Where needed due to mobility limitations of a participant, an accessible facility

CCPR reserves the right to refuse to provide a modification when that modification fundamentally alters the nature of the program (i.e. moving an outdoor, nature-based hiking program to an indoor program is likely to be a fundamental alteration).

While CCPR does provide additional staffing support (if and when determined by the assessment), staff members may be responsible for more than one participant in a group setting.

Participants may propose to provide a person at their expense, to facilitate participation by a participant with a disability. That person must pass the criminal background check requirements for CCPR ESE staff members and volunteers, must meet CCPR dress code requirements, and must meet all other qualification requirements of CCPR.

## OTHER CONSIDERATIONS

There are times when a program does not fit a participant. It may be because:

- The participant does not like the program activities (e.g. enrichment clubs, academic assistance, etc).
- The participant has a health condition that limits participation in activities of a long duration.
- The CCPR staff have yet to, with the family, find the right plan to facilitate participation.
- CCPR staff have not yet reached agreement with the family on a support plan for the participant.

Whenever such a circumstance arises, CCPR reserves the right to delay the start of participation, or temporarily suspend a participant, until CCPR and the family can develop a plan that assures safe and enjoyable participation for all participants.

## CONCLUSION

CCPR's Extended School Enrichment welcomes participants of many different ability levels, and strives to produce an exciting, positive and safe program. Our goal is to make ESE rewarding for each and every participant. For general questions about our program processes, please call Aimee Rich, Inclusion Supervisor at 317.843.3866 or Jennifer Brown, Extended School Enrichment Director at 317.843.3864.