

Age Qualification The District establishes appropriate age qualifications for each of its programs. Only the program supervisor is authorized to make exceptions to these age ranges. Consideration will only be given once all age-appropriate participants have had an opportunity to register.

Voter Registration & Notary Public Services You can register to vote or change your registration information at either of our Community Centers during regular business hours. Notary public services are also available. Please remember that documents must be signed in the presence of the Notary Public.

Resident/Non-Resident (NR) Fees Vernon Hills residents significantly contribute to the operating budget of the Park District by paying property taxes. Everyone who resides within the boundaries of the Park District are eligible to receive resident discounted rates. Once per year, each Vernon Hills household is required to show proof of residency in order to qualify for residency rates. See page 29 for details. Families living within Hawthorn School District #73 are also eligible to receive resident discounted rates for programs. The only exceptions are facility rentals and daily admission to the Family Aquatic Center. Non-resident fees are the second fees shown in program descriptions. These rates are not discounted and are necessary in order to ensure that non-resident participants contribute to the overall financing of the park system on an equitable basis with residents.

Senior Citizen Discount Senior discounts are available for individual passes and membership to our Fitness Center and Family Aquatic Center for residents aged 62 & older. For all other programs, a 20% discount will be applied.

NSF Policy A \$25 service charge will be assessed on all checks returned due to non-sufficient funds (NSF).

Photo & Video Policy On occasion, the District staff or contractors may take pictures or video footage of participants in our programs, or of people in the District's parks. These pictures may be used for the Park District's website, brochures, pamphlets, videos, flyers or for media promotion. Residents are encouraged to submit photos for the Park District to use in its informational materials.

Vandalism Each year, vandalism costs the Park District thousands of dollars. Higher costs of maintenance, repair and clean up of park areas can be avoided with your help. Should you see vandalism, please call the Vernon Hills Police at (847) 362-4449.

Discipline A positive approach is used regarding discipline. Staff periodically reviews rules with participants during programs. If inappropriate or unacceptable behavior occurs, prompt resolution will be sought and the Behavior Code of Conduct will be used as a guideline. The Park District reserves the right to remove a participant whose actions endanger the safety of himself or others.

Park District Police Through a cooperative agreement with the Village of Vernon Hills, all parks and park facilities are policed by the Vernon Hills Police Department. Police are radio dispatched and may be summoned by calling (847) 362-4449.

Speakers Bureau Local groups are encouraged to invite our staff to your meetings to speak about Park District happenings. Contact Cheryl Baron at (847) 996-6933.

Americans With Disabilities The Vernon Hills Park District will comply with the Americans With Disabilities Act (ADA), which prohibits discrimination in the provision of programs, services or activities to individuals with disabilities. We invite any participant with a special need to contact our staff or our SRA staff, upon registration, so that a smooth inclusion can occur. If you have any questions regarding the Park District's ADA policy, or believe you have been unfairly discriminated against in the provision of programs, services or activities of the Vernon Hills Park District, please contact Jeff Fougere, Executive Director, at (847)996-6800. For the deaf or hearing-impaired, call the Illinois Relay Center voice only operator at 800-526-0857.

Food Allergy Policy The Park District will attempt to accommodate each program participant who has a food allergy in order to provide the safest learning environment possible. A Food Allergy Action Plan will be created by the District staff and parents and will identify operational practices for parents, teachers and children to follow. For a copy of the Food Allergy Policy, contact Tom Ritter, Superintendent of Recreation, at (847) 996-6802.

No Smoking Policy In addition to the Smoke Free Illinois Act, the District prohibits smoking within 25 feet of playgrounds, athletic fields, and skate park.

Affiliations

CAP - Community Alliance Project, a coalition of business and community leaders that coordinate positive youth development efforts in the Vernon Hills.

IGFOA - Illinois Government Finance Officers Association

IPRA - Illinois Park and Recreation Association

IAPD - Illinois Association of Park Districts

NAYS - National Alliance for Youth Sports

NRPA - National Recreation and Park Association

PAYS - Parents Association for Youth Sports

SRACLC - Special Recreation Assn of Central Lake County

VHCYAA - Vernon Hills Cougars Youth Athletic Association