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All programs will be conducted in accordance with guidelines from the Centers for Disease Control and Prevention, Virginia Department of Health and Loudoun County Health Department. Due to uncertainties stemming from the pandemic, programs and services may require changes or modifications, including location, schedule, participant numbers and fees.

For the safety of participants and staff we will be implementing social distancing and require face masks.



THE ADAPTIVE RECREATION PROGRAM of Loudoun County Parks, Recreation and Community Services provides a variety of recreation and leisure opportunities for individuals of all abilities and skill levels.

## PROGRAM LEVELS

## LEVEL 1



#### Participants with mild disabilities

No assistance managing any terrain. Can maintain their own personal hygiene without assistance.

Can follow multiple step instructions. Able to convey feelings, desires and emotions.

### LEVEL 2



#### Participants with moderate disabilities

No assistance with level surfaces. Can maintain their own personal hygiene with verbal cues.

Can follow single step instructions. Able to convey feelings, desires and needs with picture cues or ASL.

### LEVEL 3



#### Participants with severe disabilities

Assistance or self propelled device. Personal hygiene with some assistance. Can follow instructions with assistance. Able to convey feelings, desires and needs with picture cues or ASL.

### LEVEL 4



#### Participants who are medically fragile

Full assistance and/or self propelled device. Personal hygiene with full assistance. Limited comprehension. Able to convey feelings, desires and needs with full assistance.

#### WHY PROGRAM LEVELS?

The safety and well being of our participants is paramount and we want them to get the most out of every activity offered.

A participant may start our programs at a certain level but over time their life skills, mobility, and cognitive abilities may change.

We assign levels to our activities based on research and experience.

Please contact us if you have any questions about your participant.

# PARTICIPANT CODE OF CONDUCT

Be respectful to peers, staff, volunteers and public.

Listen and follow all directions from staff and volunteers.

Stay with your assigned group and leader.

Keep hands and feet to self.

Use friendly language and tones of voice.

Use equipment and supplies appropriately.

#### NOTICE

It is the goal of the Adaptive Recreation program for all participants to have an opportunity for a safe and enjoyable experience. Failure to follow the code of conduct may result in verbal/written warnings, suspension or removal from future activities and programs. At any time, should Adaptive Recreation staff be concerned that a program or activity is not in the participant's best interest or well-being, staff will contact the participant and/or caregiver to discuss available options.

#### **PROGRAM OUTLINE**

#### **PROGRAM VISION**

To provide individuals of all abilities with opportunities to choose participation in leisure programs, which may enhance their quality of life and foster respect for and acceptance of diversity within the community.

#### PROGRAM MISSION

Our mission is to provide a safe, nurturing and fun environment for individuals of all abilities. We strive to create opportunities that foster individual growth and success; building partnerships with participants, families and the community for new, innovative, successful and inclusive opportunities.

#### PROGRAM IMPLEMENTATION

Adaptive Recreation staff categorize all activities by skill level in an effort to provide safe and successful activities for all participants, staff and volunteers. In order to maintain safety and success, we ask you to carefully consider your participants' needs.

### ADAPTIVE RECREATION CONTACT

#### MARIA AUGER

Program Coordinator Adaptive Recreation 703.771.5013 maria.auger@loudoun.gov

#### **AMY BARKER**

Program Specialist Summer Camp, Aquatics 703.771.5010 amy.barker@loudoun.gov

#### CHRISTOPHER CAESAR

Program Specialist
Special Olympics
703.771.0438
christopher.caesar@loudoun.gov

#### MEGAN MCCULLOUGH

Inclusion Specialist
Adaptive Recreation
571.258.3488
megan.mccullough@loudoun.gov

#### MICHELLE WAUGH

Program Specialist Arts for All Loudoun 703.737.8837 michelle.waugh@loudoun.gov

#### MODIFICATIONS

If you require a reasonable modification for any type of disability in order to participate in PRCS Adaptive Recreation activities, please contact Maria Auger: 703.771.5013; maria.auger@loudoun.gov







## **ADVISORY BOARDS**

## FRIENDS OF ADAPTIVE RECREATION, INC. (FAR)

Volunteer board members meet to discuss events, community awareness, fundraising, advocacy and sponsorships. FAR welcomes community involvement. For more information please contact our Program Coordinator,

Maria Auger:

703.771.5013; maria.auger@loudoun.gov

#### SPECIAL OLYMPICS VIRGINIA LOUDOUN COUNCIL

Area 14 Special Olympics Council meets to provide support in areas of public relations, outreach, volunteer coordination and more. The council is open to and welcomes community involvement. For more information please contact:

christopher.caesar@loudoun.gov

## ARTS FOR ALL LOUDOUN BOARD OF DIRECTORS

This volunteer board meets to plan future visual and performing events, workshops, community awareness and fundraising. Arts for All Loudoun strives to promote the creative power of the people. For more information please

contact:

Kellie Goossens:

540.338.7973; kellie.goossens@loudoun.gov www.artsforallloudoun.org

#### FINANCIAL SUPPORT FOR PROGRAM PARTICIPANTS

For qualifying families financial support may be available in order to help with program participation. Limited scholarships are available from the Friends of Adaptive Recreation (FAR) Advisory Board as well as other County entities.

## PROGRAM REGISTRATION

**OPTIONS:** 

IN PERSON at PRCS Leesburg Office: 742 Miller Drive SE Leesburg, VA 20175

ONLINE with WebTrac: www.loudoun.gov/webtrac

#### **WEBTRAC INSTRUCTIONS**

- 1 GO TO: WWW.LOUDOUN.GOV/WEBTRAC
- 2 LOG IN WITH YOUR USERNAME AND PASSWORD
- 3 ON THE UPPER LEFT CLICK "SEARCH" AND SELECT "ACTIVITY ENROLLMENT"
- 4 FIND YOUR ACTIVITY# AND TYPE IN THE SIX-DIGIT# IN ACTIVITY NUMBER BOX WITH SECTION "01"
- 5 ADD THE ACTIVITY TO YOUR CART AND SELECT PARTICIPATING FAMILY MEMBER
- 6 PROCEED TO CHECKOUT PAGE AND PAY THE FULL OR THE MINIMUM BALANCE SHOWN
- 7 SUBMIT PAYMENT AND COLLECT RECEIPT
- YOU WILL RECEIVE A RECEIPT THROUGH E-MAIL

### FILES, CANCELLATIONS LATE FEES

#### PARTICIPATION FILE RENEWALS

Please continue to be diligent with the renewal process of your participant files. It is imperative for the safety of all that we maintain current information on all participants. When you receive a packet in the mail or email please complete and return all required information. If you register for a program without updated forms you may not be allowed to participate in Adaptive Recreation activities until your file is updated with current paperwork.

UPDATE HOUSEHOLD & PARTICIPANT INFORMATION Adaptive Recreation now has completely digital forms for participant use. Use links below to update participant forms and household information: https://lfportal.loudoun.gov/Forms/adaptiverecadultform https://webtrac.loudoun.gov/wbwsc/webtrac.wsc/splash.html

#### CANCELLATION AND REFUND POLICY

If you cancel a class 15 or more days before the start date, a full refund, minus a 15% administrative fee (maximum of \$15) will be offered. If you cancel an activity 14 or fewer days before the start date a refund of 50% will be offered. Cancellation requests must be submitted in writing. The request should be dated and sent by email to the Program Coordinator, Maria Auger.

#### LATE FEES

In an effort to provide quality customer service and efficiency, please note that a \$15 per participant late fee will be assessed for every fifteen minute time frame after the designated pick up time. EXAMPLE: If pick up time is at 6:00pm and the participant is picked up between 6:01pm and 6:15pm a fee of \$15 will be assessed; between 6:16pm and 6:30pm a fee of \$30 will be assessed and so forth.

#### **TRANSPORTATION**

Space is limited! Transportation is handled on a "First come-First served" basis.

#### **REGISTRATION DATES**

Loudoun County Parks and Recreation Summer programs registration begins on May 21.



## DINNER & A MOVIE FRIDAYS

(16+, Levels 1,2,3) Join us for a movie night! Before the show enjoy dinner with great friends! Movies decided closer to the date of the showing. Dinner provided. Movies & dinner will be Outdoor on a 60-inch portable outdoor screen.

June 4 Activity # 441710-01 August 6 Activity # 441710-02 August 20 Activity # 441710-03

Location: 742 Miller Drive Leesburg, VA 20177

Drop Off: 5:00pm at Leesburg Office Pick Up: 9:00pm at Leesburg Office

Fee: \$40

Specialist: Michelle Waugh





## SPARE TIME BOWLING FRIDAYS

(16+, All Levels) Relax on a Friday afternoon with bowling! This program teaches the basics of the game, promotes socialization and community awareness. If you work at ECHO and need transportation to bowling on Friday, please report request while registering.

June 4 Activity # 441713-01 August 6 Activity # 441713-02 August 20 Activity # 441713-03

Location: Bowlero Bowling Alley
Drop Off: 2:20pm at Leesburg Office
Pick Up: 5:00pm at Leesburg Office

If you work at ECHO and need transportation to bowling on Friday, please report request while registering. Bus departs at 2:15PM from ECHO on Fridays.

No transportation provided AFTER bowling. Participants must be picked up at the Leesburg Office unless registered for post bowling Dinner & a Movie program.

Fee: \$30

Specialist: Michelle Waugh



### **FUN IN THE SUN**

(Ages 16+, Level 1) Join us for a day of fun at Maryland's largest wild west-themed family entertainment center featuring go-karts, bumper boats, miniature golf, laser tag, arcade, & outdoor rides. Lunch will be provided. Bring money for snacks, souvenirs, and extra game money if you wish.

Date: Saturday, August 14 Adventure Park USA, MD Location: 10:00am at Leesburg Office Drop Off: Pick Up: 5:00pm at Leesburg Office

Fee: \$80

441712-0 Activity #:



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