

WEST SPRINGFIELD PARK AND RECREATION DEPARTMENT

PROGRAM /ACTIVITY PARTICIPATION POLICY

To participate in West Springfield Park and Recreation Department sponsored or co-sponsored program(s) a child must be;

- 1.) **A full time resident of the Town of West Springfield. ¹Full time residency is defined by Massachusetts law as living and sleeping overnight in a community, a minimum of Monday through Friday of each week. Investigations may be made by the West Springfield Police Department and/or Park and Recreation officials to assure that the child maintains a bona fide residence in the Town of West Springfield. Parents/Guardians are under a continuing obligation to inform West Springfield Park and Recreation officials of any and all changes to a child's residential status.**

OR

- 2.) **². Currently registered in a public or private school in West Springfield. Proof of registration must be presented prior to the child being registered in a sport program/activity. Proof of public/private school registration must be made prior to each registration.**

¹ To establish a child's residency, a copy of a Purchase/Sales Agreement, Lease Agreement, or Rental Agreement or other evidence of residency, the sufficiency of which will be determined by the West Springfield Park and Recreation and its representatives and employees, must be provided, at the time registration.

The child must be residing in West Springfield with at least one parent or legal guardian who has physical custody, or, if living with a non – parent/guardian must be able to demonstrate that he/she has residency in West Springfield for purposes other than to participate in programs in West Springfield. If the child is not residing with a parent or legal guardian, the parent/legal guardian and the West Springfield citizen with whom the child is living must both provide letters of certification of residency, which specify why the child is living in West Springfield, and with whom. These letters must accompany the program registration form.

Eligibility for participation in West Springfield Park and Recreation Department sponsored or co-sponsored programs will be determined by the child's residence at the time they are assigned to a team by the appropriated board or authority, or, in the event such activity is not a sports related program, on the date the program commences. In the event that the child's residence changes during the course of the program (s), such child will be allowed to complete the program (s). The Board of Park and Recreation Commissioners reserves the right to amend, reject, or take no action on all appeals of this policy if they deem it in the best interest of the Town to do so.

². To provide proof of attending a private/public school in West Springfield a participant must fill out a "Participation Waiver Form" at each registration period. (The School Principal/Director must sign the Participation Waiver Form to prove that the child is a current student.) Or provide a current Report Card.

- a.) Participants must pay an additional non-resident fee that shall be established by the Park and Recreation Commission on an annual basis.
- b.) Participants in this program are not eligible to receive financial aid or waivers.
- c.) Participants in this program are not eligible to participate in Centrum Tiny Tots or Centrum Playground

1st reading- February 14, 2005

2nd reading – February 28, 2005

Voted and accepted – February 28, 2005

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Amended policy effective date: Fall programs 2006