

Stafford Recreation Commission

Recreation Program Guidelines

Programs in the Town of Stafford that are listed on the "Stafford Recreation Commission Budget Expenditure Report" will adhere to the following guidelines. All reports and documentation described below will be submitted to the Recreation Director. Any new organization that wants to get started is encouraged to contact the Recreation Director and will adhere to the following guidelines.

- Once a new president of an organization is in place, a meeting with the Recreation Director is mandatory (within 1 month).
- Requests for fundraising dates, i.e. tag day, boot drop, car washes and other solicitation of the public, need to be first approved by the Recreation Director (2 months notice) prior to seeking location or facility permission from the Town Hall.
- Request in writing any changes or upgrades to the town facility used by the program. No work will be started until approved by the Recreation Director.
- Each program is required to have a code of conduct for players, parents and coaches signed and on file.
- Prior to participating in any of the organization's activities, every adult volunteer must have a background check processed, as administered by each organization. Each organization must use their governing body's process for background checks or a service identified by the Town of Stafford. Background checks must be renewed every two years.
- Prior to participating in any of the organization's activities, every adult volunteer must take concussion awareness training and certification. Awareness training and certification is available through the Centers for Disease Control and Prevention at <http://www.cdc.gov/concussion/headsup/youth.html> . Concussion awareness training must be renewed annually.
- Prior to participating in any of the organization's activities, every adult volunteer must take sexual abuse awareness training. Awareness training must be reviewed annually. Awareness training is available at these links:

<https://s3.amazonaws.com/files.leagueathletics.com/Images/Club/20122/sll-supportingdocuments/SexualAbuseAwareness.V2.pdf>

<http://www.preventtogether.org/Resources/Documents/NationalPlan2012FINAL.pdf>

- Each organization that participates outdoors will publicize the thunder and lightning policy guidelines published by the National Federation of State High School Associations

http://www.nfhs.org/media/1014153/nfhs_guidelines_for_lightning_october_2014.pdf

These guidelines provide a default policy to those responsible or sharing duties for making decisions concerning the suspension and restarting of practices and contests based on the presence of lightning or thunder.