



City of Moose Jaw

ACCESSIBILITY SUPPORT POLICY

POLICY:	<i>Accessibility Support Policy</i>	POLICY NO.:	<i>PR-002-2020POY</i>
POLICY Owner	<i>Department of Parks and Recreation</i>	Approved on:	<i>December 7, 2020</i>
Approved by:	City Council Resolution #2020-12-07-457	Effective Date:	January 4, 2021
Last Reviewed:	December 1, 2020	Next Review:	January 2022

1. Purpose

1.1 The purpose of the Policy is to:

- a) Help ensure there are no unintended negative consequences to accessing City recreation facilities for persons with disabilities by providing complimentary access for Support Persons;
- b) Prevent barriers by allowing individuals of all abilities to participate in City programs and recreational activities;
- c) Provide clear direction for individuals who require support for participation.

2. Definitions

- 2.1 Persons with a Disability: means persons who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.
- 2.2 Support Person: means individuals who actively participates with a person with a disability in recreation activities and provides support in the facilities. A Support Person can be paid staff or family members who provide ongoing support to a person with a disability Must be 16 years or older.
- 2.3 Accessibility Support Recreation Membership: means the City of Moose Jaw Recreation Membership that is issued to Support Persons which allows them to accompany Person with a Disability.
- 2.4 PerfectMind: means the City of Moose Jaw online recreation software used to manage memberships, registrations and programs.

3. Scope

- 3.1 The key principles that informed the development of the Policy include full participation, equality of opportunity, opportunity for independent living, and economic self-sufficiency. When assessing whether an individual requires a support person, the City will consider the following:

- a) Is support also required at school and/or in the community?
 - b) Is support also required for basic care at home?
 - c) Does the individual qualify for local, provincial or federal disability benefits?
 - d) Is there an existing behavioural, physical, mental and/or developmental disability that requires support to address the safety and environment of the participants or other participants?
- 3.2 This policy applies to individuals of all ages who require a Support Person to access City of Moose Jaw Parks and Recreation Department Programs including but not limited to drop-in programs, registration programs and courses.

4. Guidelines

- 4.1 A Support Person accompanying Person(s) with a Disability must register for a complimentary Accessibility Support Recreation Membership which allows them to accompany anyone with a disability at no extra cost. Regular rates and fees apply to the Person with a Disability.
- 4.2 The Accessibility Support Recreation Membership is only valid to assist or actively participate with the Person with a Disability. It is not intended for a Support Person to participate in their own recreation activities.
- 4.3 The City's Children's Admission requirements of a maximum of 2 toddlers (0-3 yrs) per adult/guardian must still be adhered to under this Policy.

5. Procedure

- 5.1 A complimentary PerfectMind Account is required for all participants and can be completed online at www.moosejaw.ca or in person.
- 5.2 The Support Person must also complete the Accessibility Support Recreation Membership Request Form (Schedule A) by calling the Parks and Recreation Department or visiting the Kinsmen Sportsplex or Yara Centre. Registration forms will be approved immediately if any of the considerations in section 3.1 are demonstrated. If the considerations cannot be met, further information may be requested. An organization may create a generic account for multiple support persons.
- 5.3 Once the Accessibility Support Recreation Membership Request Form is completed, Parks and Recreation Staff can register a Support Person for the Accessibility Support Recreation Membership or for programs and courses. The Support Person or Persons with a Disability can also register for drop-in activities as per regular registration and admission procedures.

5.4 A Person with a Disability may have multiple Support Persons. A shared PerfectMind account can be created to support online registration and group activity administration.

6. Responsibilities

6.1 City Council is responsible for:

a) Approval of the policy and all amendments.

6.2 Parks and Recreation Frontline Staff are responsible for:

a) Assisting with PerfectMind account setups, membership activations, and activity or program registrations; and,

b) Approving and processing Accessibility Support Recreation Membership Request Forms which clearly demonstrate the considerations in section 3.1.

6.3 The Recreation Services Manager and/or designate are responsible for:

a) Approving Accessibility Support Recreation Membership Request Forms in which additional information has been requested; and,

b) Investigating complaints or inquiries related to misuse of the Accessibility Support Policy.

APPROVED City Manager's Signature:
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Jim Puffalt



Schedule A

City Moose Jaw

Accessibility Support Recreation Membership Request Form

Support Person

First Name: _____

Last Name: _____

Date of Birth: _____DD _____MM _____YYYY

Primary phone: (____) ____-_____

Street Address: _____

City: _____ Country: _____

Province: _____ Postal Code: _____

E-mail: _____

Gender: Male Female Other

Please share which individuals or organization you will provide support for:

This support is Ongoing Ending on _____

Is support also required at school and/or in the community? _____

Is support also required for basic care at home? _____

Does the individual qualify for local, provincial or federal disability benefits? _____

Is there an existing behavioural, physical, mental and/or developmental disability that requires support to address the safety and environment of the participants or other participants?

I understand that as a Support Person, I will assist the person with a disability and not participate in my own recreation activities. I also understand that I am required to actively participate in all recreation activities I am providing support for. Privilege can be revoked at any time should these guidelines not be followed.

Applicant Signature

Date:

To be completed by City of Moose Jaw staff:

Approved as Support Person:

Comments:

Date Membership Form uploaded to PerfectMind Account: _____