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#### **BEHAVIOR POLICY**

The Village of Orland Park Recreation and Parks Department has an established behavior policy relative to inappropriate behavior. Inappropriate behavior is defined as that which disrupts a recreation program and which requires a program leader to call for a stop of the behavior due to its effect on other participants or on the leader's ability to conduct the program. Such behavior may call for immediate and/or permanent dismissal of the participant. Additional rules may be developed for individual programs and athletic events as deemed necessary by staff. For more information on the behavior policy please call 708.403.7275.

#### **BIRTH CERTIFICATES**

A certified copy of the birth certificate issued by the county in which the child was born will be required for all children 5 years and younger at initial registration. HOSPITAL COPIES WILL NOT BE ACCEPTED. If your child was born in Cook County, IL, you may call the Cook County Clerk's Office 708.974.6150. If your child was born in Illinois, but outside Cook County, call the Department of Vital Records of the county in which your child was born. Birth certificates may also be requested if a child's age is in question.

#### **BE A STAR!**

Don't be shy, send in your favorite photos from programs, parks or special events and we may use them in an upcoming brochure or flyer. High resolution digital photos can be emailed to recreation@orland-park.il.us or dropped off on cd at either of our recreation department offices.

#### **EDITORIAL POLICY**

Although the Recreation & Parks Department makes every effort to ensure the accuracy of the information in our publications, an occasional error may occur. In the event that this happens, we will advise you of the change as quickly as possible. Thank you in advance for your patience and understanding.

#### **EMAIL RECEIPTS**

In our efforts to "Go Green" the Recreation Department is working toward paperless communication. We are requesting registrants to submit their email address at time of registration. Once registration for a program has been completed, an email confirmation will be sent.

# **COMMUNITY SERVICE**

The Village of Orland Park Parks Department offers community service hours for those in need (local school districts do not accept this type of community service). Your community service is to clean up our parks. You may work as long as you want in each park, picking up garbage, paper, sticks, and other debris in the park, and placing it in the garbage cans. Our staff will be around to pick up all debris left in and around garbage cans. You may come to the Village Hall and ask for a Community Service packet. After completing your mandatory hours return your form to us and within four business days, you may pick up a letter of completion. Please call 708.403.6100 for more information.

#### **GIFT CARDS**

GIFT CARDS can be used for recreational program registration or memberships listed in our brochure. GIFT CARDS are non-refundable and are not redeemable for cash. For additional information, call the Recreation and Parks Department at 708.403.7275 or 708.645.7529.

#### ORDINANCES

For information on Village of Orland Park ordinances, please visit our website at www.OrlandPark.org.

#### **PARK HOURS**

The village parks shall be open each day from daybreak until 9:00 PM, except parks with lights and parks wherein departmentally scheduled and supervised activities are occurring. Lighted parks shall close at 10:30 PM, and all ballfield lights shall be extinguished no later than 10:45 PM. (Ord. 1650, 3-2-87).

#### PARK WATCH PROGRAM

Orland Park's park sites total over 650 acres of park land within the village. These facilities are maintained by the Parks Division of the Recreation & Parks Department for everyone to enjoy. Unfortunately, there have been occurrences of vandalism in parks within the village. Residents are asked to please be alert for any signs and sounds of vandalism in their neighborhood parks. To reduce vandalism in Orland Park's parks, the village is offering a \$200 reward for information leading to the arrest and conviction of any person(s) damaging village property. Should you see vandalism occurring, please immediately call the Orland Park Police at 708.349.4111.

#### RECREATION ADVISORY BOARD

The members of the village's Recreation and Parks Advisory Board are appointed by the Mayor, with the advice and consent of the Board of Trustees. This group recommends improvements in leisure time activities, services, facilities and programs to the Village Board, which then make the final decision. The Recreation and Parks Advisory Board meets on the first Tuesday of every other month at 7:00 PM at the Recreation Administration Office. The public is invited to attend. Please visit our website for scheduled meeting dates.

#### **SENIOR FEE**

Please note: Senior fee (S) for programs applies to those age 55 & over residing within the corporate boundaries of the Village of Orland Park.

#### SPONSORSHIP OPPORTUNITIES

Are you interested in being a part of the Special Events developed by the Village of Orland Park? Please call the Recreation Office at 708.403.7275 for complete details on all opportunities.

## **INCLEMENT WEATHER HOTLINE**

For the latest information and status of our outdoor programs, participants should call the hotline at 708.403.6290. Up to date reports are available after 4:00 PM on weekdays and at 8:00 AM on weekends.

### **NON-RESIDENT MEMBERSHIP**

To offset the cost of recreation programming, the Village of Orland Park offers a non-resident membership fee of \$250.00, per family. Once a membership has been purchased, your family is entitled to resident program fees from three (3) consecutive seasonal brochures during non-resident registration dates. Not only does this membership fee include Orland Park Recreation Department programs, it also includes one annual Centennial Pool membership at resident fees and Orland Park based youth athletic group non-resident fees. This does not include Sportsplex memberships, rentals, parties, or any daily fees. Any non-resident fees paid prior to purchasing a membership card will not be credited toward the membership. Memberships are non-refundable and available for purchase during regular registration hours at either recreation department administration offices.

#### THANK YOU VOLUNTEERS

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The Village of Orland Park is grateful to the many volunteers who support our programs throughout the year. An integral part of the Orland Park community, these volunteers ensure the quality and safety in our programs while giving freely of their time and energy. Area residents interested in volunteering to help with a Recreation Department program are asked to fill out the volunteer application on page 3 and return to the Recreation Administration Office.



#### **RESIDENTS VS. NON-RESIDENTS**

To qualify for the resident or senior rate for a Recreation and Parks Department program, participants must reside within the corporate limits of Orland Park. Those residing outside of these limits are considered non-residents. Those unsure whether they reside within the boundaries of Orland Park, please call the Recreation Department office at 708.403.7275 so that a boundary map can be consulted. All non-residents must pay the non-resident fee listed in the program information unless a non-resident membership has been purchased. This benefits the resident and should not be considered an inconvenience.

#### RESIDENCY REQUIREMENTS

Proof of residency is required by showing two of the following denoting the same address, one must be a photo ID.

#### **ADULTS**

- Valid Driver's License/State ID
- Current real estate tax bill
- · Current month's utility bill
- Current picture ID with address
- Current 1040 tax form

#### YOUTH

- · Social Security card
- Current report card
- · Birth certificate
- · Resident ID card
- · School ID

#### **WAITING LISTS**

If a program is full, names may be placed on a waiting list. The Recreation Department staff does attempt to place individuals on waiting lists into already existing programs. When this is possible, you will be called. However, due to schedule restrictions, it is not always possible to accommodate all individuals on waiting lists and in such cases those individuals will not be called.

Carl Sandburg High School	13300 S. LaGrange Road	(708) 671-3100
Centennial Park & Aquatic Center (CPAC)	15600 West Avenue	(708) 349-4FUN
Civic Center (CC)	14750 Ravinia Avenue	(708) 403-6200
Cultural Arts Center (CAC)	14760 Park Lane	(708) 349-1402
Franklin Loebe Center (FLC)	14650 Ravinia Avenue	(708) 403-6259
John Humphrey Complex (JHC)	147th & West Avenue	(708) 403-6389
New Traditions Riding Stable	10100 S. Kean Avenue	(708) 598-7718
Old Village Hall (OVH)	14413 Beacon Avenue	
Orland Bowl	8601 W. 159th Street	(708) 532-8868
Orland Chateau	14500 S. LaGrange Road	(708) 349-7878
Orland Park Public Library (OPPL)	14921 S. Ravinia Avenue	(708) 349-8138
Recreation Administration Office	14600 S. Ravinia Avenue	(708) 403-PARK
Robert Davidson Center (RDC)	14700 Park Lane	(708) 403-6361
Silver Lake Country Club	14700 S. 82nd Avenue	(708) 349-6940
Special Event Hotline		(708) 403-5370
Sportsplex (SPLX)	11351 W. 159th Street	(708) 645-PLAY
United Gymnastics Academy (UGA)	722 Center Road, Frankfort	(815) 469-8282
Weather Hotline		(708) 403-6290
Winter Wonderland Ice Rink/Warming House	15600 West Avenue	(708) 349-4FUN
White Mountain Golf Course	9901 W. 179th Street	(708) 478-4653