



KIDS IN DISABILITY SPORTS, INC.  
P.O. Box 1397  
Lowell, MA 01853  
978-473-8020  
Website: [www.kidsinc.us](http://www.kidsinc.us)  
Email: [info@kidsinc.us](mailto:info@kidsinc.us)

## **K.I.D.S. Policies and Procedures**

Kids In Disability Sports (“**K.I.D.S.**”) started in 1995 and incorporated as a 501(c)(3) non-profit organization in 1999. It provides numerous year-round team and individual sports programs and social and recreational events and activities (collectively referred to as “**Programs**”) for individuals with disabilities. The following information will help you determine if K.I.D.S. is the right organization for you and your loved one. Participation in, attendance at, or assistance with K.I.D.S. Programs is contingent upon member parents, guardians, family, friends, and representatives such as group home supervisors (collectively referred to as “**Representative(s)**”), and member’s and volunteer’s compliance with all K.I.D.S. policies and procedures.

1. **Conduct.** One of the primary goals of K.I.D.S. is to promote fun, fair play, and respect for all K.I.D.S. members and volunteers who give their time to support the organization. It is expected that all Representatives and members will support and cooperate with K.I.D.S. volunteers and representatives in this effort. Additionally, language and conduct of members, Representatives and K.I.D.S. volunteers and representatives will at all times demonstrate high standards. Inappropriate language and conduct, including conduct deemed disrespectful or unsafe (for example, name calling; use of drugs, alcohol, or tobacco; etc.), will not be tolerated and will be subject to termination of the member, Representative, or K.I.D.S. volunteer or representative from Programs and membership, as applicable and at the sole discretion of K.I.D.S.
2. **Registration.** Registration in advance of participation in any Program is mandatory for all members. The minimum age to register with K.I.D.S. is six. There is no upper age limit. The season runs from September 1 to August 31. A registration form must be completed for each member and returned by the date specified in the Registration Letter. Incomplete registrations or registrations received without applicable payment will not be accepted. Information is kept confidential. Registration does not guarantee member’s spot in any Program.
3. **Registration Fee.** The registration fee is set forth in the Registration Letter. Registrations post-marked after the deadline set forth in the Registration Letter will incur a late fee. Payment of the applicable registration fee does not entitle Representatives to participate in any Programs except if doing so as a volunteer. That said, Representatives are welcome to participate in all social events as designated and specified by K.I.D.S. on a case-by-case basis.
4. **Program Sign-up & Attendance.** For K.I.D.S. to determine the equipment and number of volunteers needed for each Program, you will receive a communication when it is time to sign-up for a Program and must sign up the member on a Program-by-Program basis by the noted deadline. For the safety of the members and volunteers, some Programs have a maximum number of participants allowed. Program participation is on a first come, first served basis. Members or Representatives, as applicable, should note the start and end times of each Program. Members should be on time for the start of any Program and, for those members over 18 years of age, picked up no later than the Program end time designated by the coach or K.I.D.S. designee. The member or Representative must sign in each week with the coach or other designated individual.

If, after Program sign-up, the member is unable or decides not to attend the Program, a Representative must notify K.I.D.S. as soon as possible by email at [info@kidsinc.us](mailto:info@kidsinc.us) or by calling the designated phone number in the Program announcement and include the member’s name and message that they will not be able to attend. Additionally, notification is required if a member cannot attend any Program days (i.e., vacations, sickness, etc.). Failure to attend two consecutive sports programs without providing such notice will automatically terminate the member from the applicable sports program. The member or Representative may be subject to payment of a Program fee for failure to provide such notice. The Program fee varies, depending on the Program.

5. **One-on-One Assistance.** Because K.I.D.S. is staffed entirely by volunteers, we are unable to provide one-on-one assistance to members. Members should be able to take and follow directions given by coaches and volunteers with minimal redirection. Representative(s) are responsible for providing or arranging to provide one-on-one assistance for members requiring such assistance. K.I.D.S. reserves the right to determine if such assistance is required and communicate that to the Representative. If K.I.D.S. determines that such assistance is required, the member will be unable to participate in any Program until such assistance is in place. Additionally, K.I.D.S. reserves the right to assign members to Program slots that K.I.D.S. believes will provide the best and most rewarding experience for the member.
6. **Policies; Termination.** The safety and well-being of members and Representatives is K.I.D.S. primary concern. Participation in, attendance at, and volunteering for Programs is subject to compliance with all of K.I.D.S. policies and procedures. K.I.D.S. reserves the right to terminate membership in K.I.D.S., participation in and Representatives attendance at any Program, or volunteer's assistance with any Program for failure to comply with such policies and procedures.
7. **Medical Information.** It is the responsibility of the applicable Representative to determine if any Program will be harmful to the member's physical, mental, or emotional well-being and, if so, to avoid such Program, as K.I.D.S. is not responsible regarding such matters.
8. **Age; Transportation.** Members under 18 years old cannot be left at any Program unattended. Members 18 and over must provide emergency contact and applicable medical information when attending any social or recreational event or activity. Members and Representatives are responsible for their own transportation to and from Programs. K.I.D.S. is not responsible for members who are dropped off. K.I.D.S. coaches and volunteers should not transport members under the age of 18 to/from Programs without the express written permission of the member's parent or guardian. Members 18 and over who are able to make their own informed decisions may do so with respect to such transportation, however K.I.D.S. is not responsible for injuries, including death, resulting from such decisions.
9. **Member Siblings.** At the discretion of K.I.D.S., participation in Programs may be offered to member siblings. Sibling participation in team sports will be allowed if the member requires the sibling's one-on-one assistance, provided that the sibling is 13 years of age or older and completes and submits a volunteer application to K.I.D.S. at least 2 weeks prior to the start of the applicable Program.
10. **Volunteers.** Programs are entirely dependent upon volunteers and cannot take place without them. We ask that Representatives volunteer so that we can continue offering Programs to your loved ones. All volunteers must submit a volunteer application and those 18 and over must undergo a CORI check.
11. **Fundraising.** Funding for Programs is entirely dependent on money raised via fundraising, donations, and grants. Representative's participation in these events is crucial to raising money to be able to continue providing the Programs that your loved one has come to enjoy. We will periodically provide Representatives with suggestions on how to support these events.
12. **Communication.** K.I.D.S. posts important Program information to our website [www.kidsinc.us](http://www.kidsinc.us) which you should regularly check. Additionally, email and telephone communications are sent to our members throughout the year with important Program information, including start and end dates and times, locations, and cancellations. K.I.D.S. email address and phone number should be added to your applicable contact lists to ensure receipt of such notifications. Removal of spam and robo-blockers from your phone may be necessary. Prompt attention to these communications and "respond by" deadlines is necessary for K.I.D.S. to plan the Programs and ensures the member's participation, space permitting. Please promptly notify K.I.D.S. if your home address, email address, or phone number(s) changes to ensure you continue receiving our communications. Notification can be made by sending an email to [info@kidsinc.us](mailto:info@kidsinc.us) or by calling the registration info number below.

#### **Contact Information**

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| Mailing Address: Kids in Disability Sports, Inc.<br>P.O. Box 1397<br>Lowell, MA 01853 | Telephone: 978-473-8020<br>Ext. 1 – General Information<br>Ext. 2 – Registration Information<br>Ext. 3 – Sports Information<br>Ext. 4 – Volunteer Information | Email: <a href="mailto:info@kidsinc.us">info@kidsinc.us</a><br>Website: <a href="http://www.kidsinc.us">www.kidsinc.us</a><br>Facebook: Kids in Disability Sports, Inc.<br>Venmo: Kids@Gray |
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If you have questions, please email [info@kidsinc.us](mailto:info@kidsinc.us) or call 978-473-8020, extension 1.