

## Disability Inclusion

The Boys & Girls Clubs of the Fox Valley (BGCFV) welcomes all young people and is committed to acting inclusively. The BGCFV will make reasonable accommodations and provide equal opportunity and service to individuals with disabilities and other complex needs.

### Inclusive Environment

The BGCFV will work closely with families to understand the unique needs of youth seeking accommodation and identify safe and feasible modifications that help support full participation in BGCFV services.

### Sharing Disability Information

The BGCFV may share disability information with BGCFV personnel without the need for a signed consent for release of information on a "need to know" basis. Principles of "a need to know" include:

- 1) The reasonable expectation that sharing the information between BGCFV personnel will help improve the well-being of the youth or will help lessen the risk of physical or mental harm coming to others or the child in question.
- 2) Information is released only to the person or people within the BGCFV who can best ensure the BGCFV can meet the goals listed in principle #1.

### Accommodations

Note that the term 'reasonable accommodations' in the Americans with Disabilities Act (ADA) indicates an organization must take reasonable steps to provide services. Those steps should include an individualized assessment of the youth's needs and an assessment of the BGCFV's ability to provide the necessary accommodations effectively. Factors to be considered include:

- The needs of the person with the disability
- Accommodation requested.
- Supervision requirements
- Resources available to the service or program
- Impact on policies

### How to Request an Accommodation

Caregivers should contact the Branch, Unit, or Program Director where their child is receiving services to request accommodations and their child's individual need for support.

### How to file an ADA Complaint

Caregivers may file an Americans with Disabilities Act (ADA) complaint by sending a message to [accommodation@bgclubfoxvalley.org](mailto:accommodation@bgclubfoxvalley.org) or by contacting Carlyn Andrew, Senior Director of Counseling & Training at [candrew@bgclubfoxvalley.org](mailto:candrew@bgclubfoxvalley.org) or (920) 750-5838.