

GLENCOE PARK DISTRICT

2016-17 WATTS ICE CENTER GUIDE

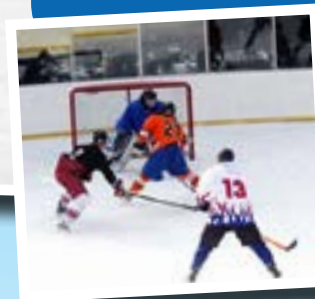


Class registration &
SEASON PASS SALES START
TUESDAY, NOVEMBER 1

RINK OPENS NOVEMBER 25



WATTS ICE CENTER



WATTS ICE CENTER

AMENITIES

- Two lighted, outdoor ice rinks
- US Figure Skating classes
- Hockey clinics and classes
- Open skate and hockey rink time
- Skate rentals
- 6,000 sq. ft. facility available for rentals

SEASON PASSES

Get unlimited access to public skate! Open skate season passes may be purchased in person at the Takiff Center beginning November 1, and at Watts Ice Center beginning November 26. Individual photos will now be taken and required for all pass types. One season pass/card per family. *Open skate season passes cannot be used for open hockey, although open hockey information is stored on the same membership pass as the open skate season pass.

WATTS SEASON PASS	EARLY BIRD RATE 11/1/16-11/25/16	REGULAR RATE ON/AFTER 11/26/16
INDIVIDUAL	\$60	\$76
EACH ADDITIONAL FAMILY MEMBER	\$28	\$33

DAILY FEE

The admission fee gives you access to the rink during Open Skate times. Proof of age is required; children under 3 and adults over 65 skate free.

- CHILDREN (Age 3-17): \$5
- ADULTS (Ages 18-65): \$8
- SKATE RENTAL: \$4

WATTS SPECIAL EVENTS

All Watts Ice Center events, unless otherwise stated, are free with daily admission or season pass.

BLACK ICE FRIDAY*

6-8PM | FRIDAY, NOVEMBER 25 | WATTS ICE CENTER

Black Friday is opening day at Watts Ice Center! Join us for a skating party, complete with games, prizes, and mini-lessons! *In the event of inclement weather, event will be canceled; visit www.glencoeParkDistrict.com for details.*

BLACKHAWKS NIGHT

7-9 PM | FRIDAY, DECEMBER 16 | WATTS ICE CENTER

Let's skate with Tommy Hawk! Wear your team colors and join us for a night dedicated to Chicago's favorite hockey team. Throughout the night, we'll be giving away Blackhawks tickets and memorabilia. *In the event of inclement weather, event will be rescheduled; visit www.glencoeParkDistrict.com for details.*

FREE! WATTS BELOW ZERO

10 AM-12 PM | MONDAY, JANUARY 16 | WATTS ICE CENTER

Celebrate everything winter with skating, games, ice sculpting, and more! Admission is free; skate rental is \$4. *In the event of inclement weather, event will be rescheduled; visit www.glencoeParkDistrict.com for details.*

TEEN ICE NIGHT

6:30-8:30 PM | FRIDAY, JANUARY 27 & FEBRUARY 24 | WATTS ICE CENTER

Join us for an evening of fun at the Watts Ice Center. We will enjoy pizza, hot chocolate, s'mores by the fire, games, give-a-ways and ice skating. Admission for season pass holders is \$5, daily admission for non-pass holders is \$15. Skate rental available. *In the event of inclement weather, event will be canceled; visit www.glencoeParkDistrict.com for details.*

CLASS REGISTRATION & SEASON PASS SALES STARTED NOVEMBER 1

PUBLIC OPEN SKATE SCHEDULE

	SUNDAY	MONDAY-THURSDAY	FRIDAY	SATURDAY
OPEN SKATE (MAIN RINK)	1:30-4:30 PM	11 AM-12:30 PM 2:30-5:15 PM	11 AM-2:30 PM 8-9:30 PM (STUDIO RINK)	1:30-4:30 PM
PARENT-CHILD SKATE (STUDIO RINK)	11 AM- 12:30 PM	1-2:45 PM		



YOUTH & ADULT OPEN HOCKEY

Get on the ice and play! Open hockey is the perfect way to improve your game! Times are subject to change; the open shoot schedule does not apply to winter break or school holidays. **NOTE:** Hockey pass information is stored on the same membership pass as the open season passes. Helmets are required.

OPEN HOCKEY FEES & PASSES (YOUTH & ADULT)	10 PASS: \$65
	PER VISIT: \$8



OPEN HOCKEY SCHEDULE ON STUDIO RINK (Unless Indicated Below)

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AGE 10 & UNDER* OPEN HOCKEY	12:30-2 PM*	3:15-4:15 PM*			3:15-4:15 PM*		
AGE 11-14 OPEN HOCKEY	12:30-2 PM	4:15-5:45 PM			4:15-5:45 PM		
AGE 15-18 OPEN HOCKEY	3:45-5:15 PM	6-7:30 PM			6-7:30 PM		
AGE 18 AND OVER OPEN HOCKEY	8:45-10:15 AM (MAIN RINK)						
ALL AGES OPEN HOCKEY	10:30-12 PM (MAIN RINK)	11 AM-12:30 PM	11 AM-12:30 PM	11 AM-12:30 PM	11 AM-12:30 PM	11 AM-2:45 PM	2:15-3:15 PM
	7:30-9:30 PM	12:45-2:15 PM (MAIN RINK)	12:45-2:15 PM (MAIN RINK)	12:45-2:15 PM (MAIN RINK)	12:45-2:15 PM (MAIN RINK)	2:30-5:15 PM (MAIN RINK)	4:30-6 PM
		7:30-9 PM	7:15-8:45 PM				

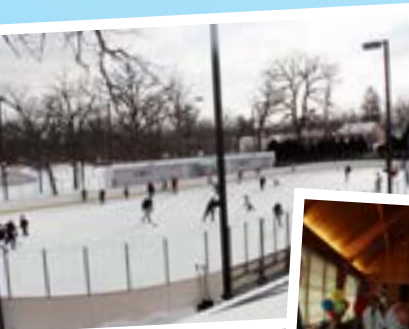
*Parents permitted with children

All schedules are weather dependent and subject to change.

HAVE YOUR PARTY AT WATTS! BIRTHDAY PACKAGES ARE AVAILABLE

Use the studio rink and recreation room for your next party! Our party package deal includes two hours of room time, one hour of studio rink time, a party attendant and unlimited skate rentals. We also offer flexible per hour rentals so you can add extra time to your package or just rent an individual room. Call (847) 835-4440 to book your party today! **FEE:** \$275/300 R/NR

Watts Center will cancel rentals when the wind chill factor drops to (-20°F) negative twenty degrees Fahrenheit. At that time, a full refund will be processed, or rentals will be rescheduled (subject to availability). An additional fee will be applied for rentals that require additional clean up, accrue damages, or run past the rental time.



RENTAL EXTRAS

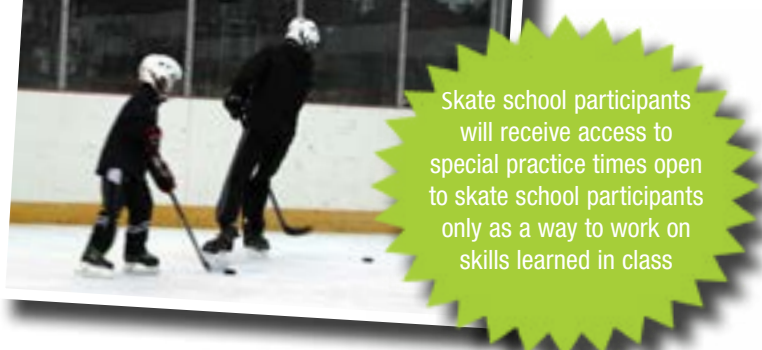
- BROOMBALL EQUIPMENT: \$25/use
- KITCHEN USE: \$25/use
- WATTSON VISIT: \$35/hour
- ALCOHOL PERMIT: \$175/use

PLEASE NOTE: Per Park District Ordinance, alcohol is not allowed in Watts Ice Center or adjacent park properties without a permit.

QUESTIONS? Contact Bobby Collins at (847) 835-7544 or bcollins@glencoeParkDistrict.com



WATTS ICE CENTER



Skate school participants will receive access to special practice times open to skate school participants only as a way to work on skills learned in class

SNOWPLOW SAM AGES 3-6

The Snowplow Sam levels are introductory classes divided into four progressive levels allowing children with little or no prior skating experience to build confidence while learning the basic skills of skating. These classes are designed to help children six and younger develop the ABCs of movement – Agility, Balance, Coordination, and speed. The ABCs are essential for developing fundamental movement skills and physical literacy. All classes will be taught in a safe and positive environment, incorporating fun and games to make class time an enjoyable experience for all. **REQUIRED EQUIPMENT:** Proper fit and lacing of skates, appropriate attire, and helmets recommended. **NO CLASS:** December 24, 31, 21, 28, 23, 30.

USFS SKATING CLASSES AGES 7+

The Basic Skating levels range from introductory classes to classes for those with intermediate skating experience. Classes are divided into progressive levels allowing children to learn the skills of each class with peers who have similar skating ability. These classes are designed to help children seven and over to develop the ABCs of movement on the ice as well as important skating fundamentals and movement. **REQUIRED EQUIPMENT:** Proper fit and lacing of skates, appropriate attire, and helmets recommended. **NO CLASS:** December 21, 23, 24, 28, 30, 31.

CLASS	AGE	DAY	DATES	TIME	LOCATION	FEE	ACTIVITY
SNOWPLOW SAM							
SNOWPLOW SAM: TODDLER	3-6	W	11/30-1/4	10-10:30 AM	WATTS CENTER	\$72	302510-01
SNOWPLOW SAM: TODDLER	3-6	F	12/2-1/6	10-10:30 AM	WATTS CENTER	\$72	302510-02
SNOWPLOW SAM: TODDLER	3-6	W	1/11-2/22	10-10:30 AM	WATTS CENTER	\$126	302510-03
SNOWPLOW SAM: TODDLER	3-6	F	1/13-2/24	10-10:30 AM	WATTS CENTER	\$126	302510-04
SNOWPLOW SAM 1	3-6	SA	12/3-1/7	10-10:30 AM	WATTS CENTER	\$72	302201-01
SNOWPLOW SAM 1	3-6	SA	1/14-2/25	10-10:30 AM	WATTS CENTER	\$126	302201-20
SNOWPLOW SAM 1-4	4-6	W	11/30-1/4	3:50-4:20 PM	WATTS CENTER	\$72	302201-05
SNOWPLOW SAM 1-4	4-6	F	12/2-1/6	3:50-4:20 PM	WATTS CENTER	\$72	302201-06
SNOWPLOW SAM 1-4	4-6	W	1/11-2/22	3:50-4:20 PM	WATTS CENTER	\$126	302201-10
SNOWPLOW SAM 1-4	4-6	F	1/13-2/24	3:50-4:20 PM	WATTS CENTER	\$126	302201-11
SNOWPLOW SAM 2-4	4-6	SA	12/3-1/7	10:40-11:10 AM	WATTS CENTER	\$72	302201-40
SNOWPLOW SAM 2-4	4-6	SA	1/14-2/25	10:40-11:10 AM	WATTS CENTER	\$126	302201-41
USFS SKATING CLASSES							
BASIC 1	7-14	W	11/30-1/4	4:30-5 PM	WATTS CENTER	\$72	302510-10
BASIC 1	7-14	F	12/2-1/6	4:30-5 PM	WATTS CENTER	\$72	302510-11
BASIC 1	7-14	SA	12/3-1/7	11:20-11:50 AM	WATTS CENTER	\$72	302510-12
BASIC 1	7-14	W	1/11-2/22	4:30-5 PM	WATTS CENTER	\$126	302510-14
BASIC 1	7-14	F	1/13-2/24	4:30-5 PM	WATTS CENTER	\$126	302510-15
BASIC 1	7-14	SA	1/14-2/25	11:20-11:50 AM	WATTS CENTER	\$126	302510-16
BASIC 2-3	7-14	W	11/30-1/4	5:10-5:40 PM	WATTS CENTER	\$72	302510-17
BASIC 2-3	7-14	F	12/2-1/6	5:10-5:40 PM	WATTS CENTER	\$72	302510-18
BASIC 2-3	7-14	W	1/11-2/22	5:10-5:40 PM	WATTS CENTER	\$126	302510-19
BASIC 2-3	7-14	F	1/13-2/24	5:10-5:40 PM	WATTS CENTER	\$126	302510-20
BASIC 2-3	7-14	SA	12/3-1/7	12-12:30 PM	WATTS CENTER	\$72	302510-21
BASIC 2-3	7-14	SA	1/14-2/25	12-12:30 PM	WATTS CENTER	\$126	302510-22
BASIC 4 & UP	7-14	W	11/30-1/4	5:50-6:20 PM	WATTS CENTER	\$72	302510-23
BASIC 4 & UP	7-14	F	12/2-1/6	5:50-6:20 PM	WATTS CENTER	\$72	302510-24
BASIC 4 & UP	7-14	W	1/11-2/22	5:50-6:20 PM	WATTS CENTER	\$126	302510-26
BASIC 4 & UP	7-14	F	1/13-2/24	5:50-6:20 PM	WATTS CENTER	\$126	302510-27
ADULT LEARN TO SKATE	7-14	SA	12/3-1/7	12:40-1:10 PM	WATTS CENTER	\$72	302510-25
ADULT LEARN TO SKATE	7-14	SA	1/14-2/25	12:40-1:10 PM	WATTS CENTER	\$126	302510-28



MINOR HAWKS: YOUTH HOCKEY AGES 3-14

Our new curriculum is designed to teach the fundamentals of hockey skating. In four levels, skaters will learn how to be more proficient and agile on the ice. Proper skating techniques are the primary focus of the levels, with the goal to learn fundamentals to be successful in hockey practices and game situations. **REQUIRED EQUIPMENT:** Hockey skates, shin/knee pads, helmet, and gloves. Levels 2-4 require a hockey stick. **NO CLASS:** December 20, 24, 27, 31.

- **MINOR HAWKS: LEARN TO SKATE** This is for the beginner hockey player who is new to the ice. Participants need no previous skating or hockey experience, as we will teach these future all-stars skills like falling down and getting up safely, marching in place, gliding, and skating with a stick.
- **MINOR HAWKS: BEGINNERS** Skaters should have passed the Minor Hawks Learn To Skate program or have a basic knowledge of skating. Participants will take the next step in their playing career by moving to more advanced hockey moves, including turning, skating on one foot, skating backwards, stopping, and skating with a puck.
- **MINOR HAWKS: INTERMEDIATE** Hockey players will continue their skill development in this level. Participants should have completed the Minor Hawks beginner program or have a strong skating and hockey fundamental base. In this level, players will work on improving skating technique by learning skills like crossovers, hockey stops, and forward/backward transitions. Players will also focus on puck handling, shooting, and basic game play.
- **MINOR HAWKS: ADVANCED** Hockey players now take to the big ice. Players will participate in drills that work to improve skills learned in previous levels as well as learn in-game positioning and strategy through scrimmages.

ADULT HOCKEY

New to the sport or looking for some tips and instruction? This class is a great fit for novice and intermediate players. Learn basic hockey fundamentals, including skating, passing, shooting, and puck handling, or get feedback on how to improve your game. This program will be split between on-ice instruction through drills and guided scrimmage. **NO CLASS:** December 20, 27, 24, 31.

CLASS	AGE	DAY	DATES	TIME	LOCATION	FEE	ACTIVITY
YOUTH HOCKEY							
MINOR HAWKS 1	3-14	TU	11/29-1/3	3:50-4:20 PM	WATTS CENTER	\$72	302530-01
MINOR HAWKS 1	3-14	SA	12/3-1/7	8-8:30 AM	WATTS CENTER	\$72	302530-02
MINOR HAWKS 1	3-14	TU	1/10-2/21	3:50-4:20 PM	WATTS CENTER	\$126	302530-03
MINOR HAWKS 1	3-14	SA	1/14-2/25	8-8:30 AM	WATTS CENTER	\$126	302530-08
MINOR HAWKS 2	3-14	TU	11/29-1/3	4:30-5 PM	WATTS CENTER	\$72	302530-04
MINOR HAWKS 2	3-14	SA	12/3-1/7	9-9:30 AM	WATTS CENTER	\$72	302530-09
MINOR HAWKS 2	3-14	TU	1/10-2/21	4:30-5 PM	WATTS CENTER	\$126	302530-07
MINOR HAWKS 2	3-14	SA	1/14-2/25	9-9:30 AM	WATTS CENTER	\$126	302530-12
MINOR HAWKS 3	3-14	TU	11/29-1/3	5:10-5:40 PM	WATTS CENTER	\$72	302530-05
MINOR HAWKS 3	3-14	SA	12/3-1/7	9:40-10:10 AM	WATTS CENTER	\$72	302530-13
MINOR HAWKS 3	3-14	TU	1/10-2/21	5:10-5:40 PM	WATTS CENTER	\$126	302530-06
MINOR HAWKS 3	3-14	SA	1/14-2/25	9:40-10:10 AM	WATTS CENTER	\$126	302530-14
MINOR HAWKS 4	3-14	TU	11/29-1/3	5:50-6:20 PM	WATTS CENTER	\$72	302530-10
MINOR HAWKS 4	3-14	TU	1/10-2/21	5:50-6:20 PM	WATTS CENTER	\$126	302530-15
MINOR HAWKS 4	3-14	SA	12/3-1/7	10:20-10:50 AM	WATTS CENTER	\$72	302530-11
MINOR HAWKS 4	3-14	SA	1/14-2/25	10:20-10:50 AM	WATTS CENTER	\$126	302530-16
ADULT HOCKEY							
ADULT BEGINNER HOCKEY	14+	TU	11/29-1/3	6:30-7 PM	WATTS CENTER	\$72	302730-01
ADULT BEGINNER HOCKEY	14+	SA	12/3-1/7	7-7:30 PM	WATTS CENTER	\$72	302730-02

WHAT IS USFS? GLENCOE'S NEW SKATING CURRICULUM

The United States Figure Skating Association, USFS, is the nationally recognized governing body for figure skating in America. The program encourages participation and achievement in the sport of figure skating for participants of all ages and skill levels. The USFS Basic skills program will provide a foundation of fundamentals combined with fun on the ice to give participants a positive experience and a lasting passion for skating. Participants will receive a booklet to track their progress through the program as well as patches for each session of participation and level passed. The Glencoe Park District is proud to offer USFS curriculum for all skating lessons.



WATTS ICE CENTER

SKATE AT A BLACKHAWKS GAME!

A select number of Minor Hawk participants will be selected to skate during the February 26 Blackhawks-Blues game intermission at the United Center. Family tickets will be available for purchase.

REGISTRATION INFORMATION

HOW TO REGISTER



ONLINE

www.glencoeParkDistrict.com



FAX

(847) 835-7279



MAIL/
IN PERSON

Takiff Center, 999 Green Bay Road, Glencoe, IL 60022

WATTS ICE CENTER CLASS REGISTRATION & SEASON PASS SALES STARTS

TUESDAY, NOVEMBER 1

REGISTER TODAY!

When you see a program or special event that interests you, sign up! Many of our programs are very popular, and waiting until the last minute may result in a full class, insufficient enrollment, or class cancellations.

HOW TO REGISTER

Registration is accepted online at www.glencoeParkDistrict.com as well as in-person, by mail, or by fax (unless otherwise indicated in the description). To fill out a paper registration form, visit our facilities or download a form at www.glencoeParkDistrict.com (Registration). To register for a program, be prepared to provide the following: participant birth date, emergency contact information, activity information, payment information, and a waiver/release signature. Incomplete forms will be returned. Payment can be submitted in the form of cash (in-person only), checks (made payable to the Glencoe Park District), or by Visa or MasterCard.

CREATING A HOUSEHOLD ACCOUNT

In order to register for programs, you MUST first create a household account either online or in-person, i.e., if you do not already have one. To create a household account, and/or register online, click on the Register Now registration link at: www.glencoeParkDistrict.com. Activation of a new account will take one (1) business day; you will receive an email confirmation. Since all future registration confirmations will be sent via email, please be sure that your current email address is always on file with us.

UNAVAILABLE CLASSES

More than likely you will be able to register for an "Unavailable" class, but just not online. Should you receive this message, please contact the registration office for additional information.

LOOKING FOR A GLENCOE PARK DISTRICT FORM?

All program registration forms and membership/pass applications can be found at www.glencoeParkDistrict.com (Registration).

For Glencoe Junior Kindergarten (GJK) information, please call (847) 835-4455 or visit www.glencoejuniorkindergarten.org

REAL-TIME REGISTRATION

Registration is handled on a first-come, first-served basis. Online registration is the BEST way to ensure a spot. It is also the fastest and most convenient way to register. Participants who register and submit their payment online will know right away whether or not they are enrolled in a program, via an email confirmation. You must complete your transaction all the way through; a class in your cart doesn't ensure registration. You may still register in-person, by mail, or by fax, but online is more efficient. If you have any questions, please call us at (847) 835-3030. **NOTE:** Registration forms received after 5PM will be processed on the next business day.

CHANGES TO A HOUSEHOLD ACCOUNT

Please inform the registration office when there are two separate households and/or for any other household changes that need to be done, whether the change needs to be done prior to the day of registration, or on the actual day of registration itself.

PROGRAM CANCELLATION POLICY

The Glencoe Park District may cancel a class up to one week, but no less than three days prior to its starting date if the minimum for that program has not been met. In order to avoid unnecessary cancellations, please sign up for your program early.

POLICIES AND PROCEDURES

For a complete list of Glencoe Park District Registration Policies and Procedures, please visit www.glencoeParkDistrict.com/Registration/Policies-Procedures

PLAN YOUR YEAR!

Save the date for registration and class start/end dates.

Watts Program Registration: November 1

Winter & Camp Resident Registration: November 30
Winter Class Sessions: January 3-March 26

Spring Resident Registration: March 8
Spring Class Sessions: April 3-May 28

Summer Camp Sessions: June 19-August 11
Fall Resident Registration: August 2

AMERICANS WITH DISABILITIES ACT

Glencoe Park District intends to comply with the Americans with Disabilities Act (ADA) in its efforts to afford equal opportunities to persons with disabilities. If you or a family member has a disability and are interested in participating in or attending Glencoe Park District services, programs, or activities, the District will make reasonable accommodations such as changing rules, policies, and practices; removing barriers to participation; or providing auxiliary aids or services to ensure you are given an opportunity to participate. If you require publications or other materials of the District in a special format (Braille, audio cassette, or large print), please advise our office. To assist the Glencoe Park District staff in making these accommodations, we urge you to call prior to your involvement and discuss the necessary accommodations with our staff. If you have questions regarding the Americans with Disabilities Act, call us at (847) 835-3030.

PARTICIPANTS WITH ALLERGIES

Participants with allergies, such as bee stings, peanut products, dairy, etc., may be at risk of a serious allergic reaction while participating in a Park District program due to contact with or ingestion of the allergen. The Glencoe Park District cannot guarantee an allergen free environment, but with your cooperation we can create safer surroundings and be better prepared to handle emergencies. The Park District will make reasonable, feasible, and practical accommodations to allow participants with life-threatening allergies to participate in our programs. Glencoe Park District requests participants, parent(s) and/or guardian(s), complete and submit a Food Allergy Action Plan, and other required forms, a minimum of seven (7) days prior to the participant's first day of attendance, to allow time for accommodations and to train appropriate staff. Forms may be obtained at the Takiff Center main registration desk.

PETS IN THE PARK AND AT GLENCOE BEACH

Pet owners are encouraged to be courteous to others by abiding by the Village ordinance that requires pets to be leashed and owners to remove and properly dispose of pet excrement. Your cooperation in being a good neighbor allows everyone to enjoy our parks. Pets are not allowed on Glencoe Beach May 15 through September 15. Pets are not allowed inside any Park District facility unless it is a service pet, or a dog obedience class is in session. Pets must never be left unattended. For the safety and well-being of your pets, we ask that you leave your pets at home during the July 4th fireworks show.

100% SATISFACTION GUARANTEE

The Glencoe Park District is constantly striving to offer quality recreation programs to the public. If you feel a program did not meet your expectations due to the quality of instruction, facilities, or program content, we will refund your money, one hundred percent! This Guarantee excludes contractual programs, trips, leagues, special events, seasonal beach/ice passes, and rentals. To be eligible for a refund, you must: 1) Attend at least two classes and inform us within 48 hours after the second class, and 2) Complete our 100% Satisfaction Guarantee form, which is located on our website at www.glencoeParkDistrict.com.

BALANCES DUE & DECLINED CREDIT CARDS

All account balances can be paid by Visa or MasterCard online by logging into your household account and selecting "Pay Your Account Balance." There will be a \$25 service fee for all NSF checks returned, and for all billable program fees that are past due for every month thereafter. A \$10 additional fee will be charged for all declined/rejected credit cards.

WAIT LIST POLICY

If a participant is wait listed and a space opens in a program, the first person on the wait list will be contacted and then automatically moved into the class. That participant will have 24 hours to provide payment. If no payment is received within 24 hours of enrollment, the next person on the wait list will be enrolled and the first person on the wait list will be disenrolled. All wait-listed customers will receive a refund if no class openings become available after 7 days from the start of a program. In the event openings occur, the Park District will notify the customer and payment will be due at that time. Payment must be received prior to the registrant being transferred in.

THREE DAY WAIT PERIOD

There is a three-day wait period from the date of class registration to your child's start date for before or after school Park District classes. This timing allows updated information to be shared between Park District staff and Glencoe Schools. Thank you for your support as we work together on the safe dismissal of your children.

PRORATING

Prorated refunds will be done on a "per class basis," less a service fee of 20% (not to exceed \$20 of the program cost), and less for any amount incurred for materials, special clinics, costumes, uniforms, and/or other expenses. Camps and contractual programs will not be prorated. Prorated refunds will be based on the date the refunded request is received and not the last attended date. In medical circumstances, a prorated refund will be issued upon receipt of a doctor's authorization. In the event of the participant's relocation, a prorated refund will be issued less a service fee (20% but not to exceed \$20 of the program cost) upon a receipt of a document that reflects imminent relocation.

GENERAL INFO



REFUNDS (GENERAL POLICY)

Program fee refunds, less a service charge of 20% (not to exceed \$20), will be made if a request is received at least (3) three business days before the start of any program, by phone or in person at the Takiff Registration Office. After that, refunds can only be given for medical reasons or relocation, and will be prorated. Refunds cannot be given for programs, or trips that require advance admission or entrance fees.

- Medical refunds require a doctor's note and will be prorated based on the date the medical documentation is received; no service fee applies.
- League refund requests are due seven days before the fee payment deadline. If a participant attends a clinic, but not any team practice or games, and requests a refund due to injury, or realizes after the clinic that the sport is not for their child, we will refund the league fee, minus \$50 for the clinic, \$6 for the jersey and a \$20 service fee.
- When the Park District cancels programs due to insufficient registration, full refunds will be issued. Refunds will be issued within 7 days of a class cancellation.
- For refunds less than \$10, a household credit will be issued on your account to be used toward payment for future programs. All refunds may be added to your household account, upon request.
- The Park District will not issue refunds for classes which are canceled due to inclement weather, or other circumstances beyond the District's control. The Park District may schedule a make-up class, when possible.
- For Preschool, Children's Circle, Camp and Kids Club refunds, please see below.
- All pre-paid fitness passes, Watts ice passes, beach tokens, and boat space rentals are non-refundable and non-transferable.
- Other restrictions apply for facility rentals.
- Relocation out of the area: Upon receipt of appropriate documentation that reflects imminent relocation, a prorated refund will be issued less 20%, but not to exceed \$20.

KIDS CLUB, EARLY LEARNING CENTER & CHILDREN'S CIRCLE

An annual \$125 non-refundable, non-transferable fee is required per child upon registration/start of each school year. Once the program has started, no prorated fees will be given for partial month's attendance or withdrawal. All withdrawals from the program require advance notice, i.e., before the start of the upcoming month. Billing is done on a monthly basis. In lieu of full tuition payments during the summer, an additional \$300 fee will be billed on June 1 to Children's Circle registrants who withdraw early, and do not attend in June, July and August.

CAMP

Camp refunds will be issued if requested at least (7) seven days before the start date of a camp, less a service fee of 20% of your total camp cost (Early Bird or Regular rate), with a max of \$200 per camp. Note: If you drop your child from a camp less than (7) seven days prior to the start date of camp, NO REFUND will be issued.

SCHOLARSHIP ASSISTANCE

The Glencoe Park District provides financial assistance/scholarships to Glencoe residents who qualify based on specific eligibility requirements, and who are interested in enrolling in a program, but are unable to, due to financial hardship. Those seeking assistance must obtain a scholarship packet from the Glencoe Park District Takiff Center, complete the confidential application for financial assistance, and schedule an appointment with Family Service of Glencoe to discuss your household's financial needs. Applications are reviewed on an individual basis, and notification of a decision is given within two weeks of the received application. Registrations are not processed until scholarship applications are approved and the participant's portion is paid. Scholarships are not retroactive. Scholarship requests/applications should be received three to four weeks prior to the start of a requested program. GPD Scholarships must be authorized and approved prior to registration. Special Payment Arrangement Plan requests must be made at the time of registration. Placement is based on class availability at the time the registration is processed.

Certain programs are not eligible for scholarship assistance through the Park District, where contractual agreements exist for instruction of services rendered.

ANY QUESTIONS?

For registration questions, concerns and changes, contact the Registration Office from 8:30 AM to 5:00 PM, Monday through Friday.



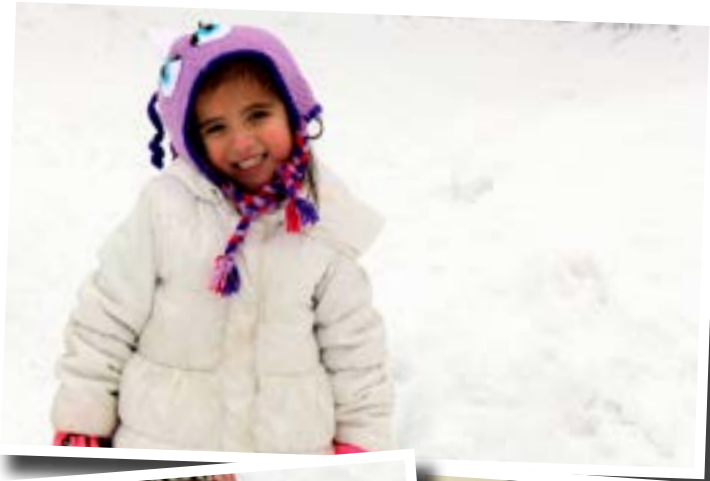


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DATES TO REMEMBER

Watts Program Registration Starts	November 1
Watts Ice Center Opens	November 25
Winter & Camp Real-Time Registration	November 30
Winter Non-resident Registration	December 5
Winter Programs Start	January 3
Spring Real-Time Registration	March 8
Spring Non-resident Registration	March 13
Spring Programs Start	April 3
Summer Camp	June 19-August 11
Fall Resident Registration	August 2

IMPORTANT NUMBERS

Administrative Office/ Takiff Center.....	847-835-3030
Outdoor Activities Hotline.....	847-258-9050
Adda & Paul Safran Beach House	847-835-1185
Boat House.....	847-835-8910
Children's Circle Full Day Preschool.....	847-835-3035
Early Learning Center	847-835-3035
Glencoe Jr. Kindergarten	847-835-4455
Parks Department.....	847-835-4648
Pride Dojo Karate.....	847-544-8773
Inclement Weather/Snow Closing Hotline.....	847-835-7720
Watts Center.....	847-835-4440



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