

How to be Included in the Active Elgin Website

Preamble:

The organizations and activities included on the Active Elgin website must be free or low cost sport, recreation and leisure pursuits. Low cost is defined as five dollars or less per person, per class, game or session. The quality and content of organization and activity information must convey the values and goals of Southwestern Public Health. Healthy community design facilities such as parks, trails and sidewalks that support access to outdoor recreation and physical activity may also be included.

Policy:

Only activities that are sport, leisure or recreation programs or events will be included. Information will be collected from organizations by Active Elgin or submitted to Active Elgin by organizations via the website.

All organizations and activity information on the website must be in keeping with the mission, goals and scope of Active Elgin. Therefore, Southwestern Public Health reserves the right to refuse and limit activities and organizations included and edit or remove content.

Procedure:

1. An administrator or alternate designated by Southwestern Public Health will review all submissions received via the website and use discretion in deciding which activities to allow. The administrator or alternate designated administrator will also work within the following guidelines:

- a. The activity or event must take place within Elgin County.
- b. The activity must be primarily a sport, recreation or leisure activity. Some programs include elements of these activities, but are not primarily sport, recreation or leisure activities. For example, Sunday Schools often include games and crafts, but are not primarily a recreation or leisure service.
- c. An organization may not be primarily a sport, recreation or leisure service provider, but may run programs or activities that are eligible for inclusion. For example, service clubs and volunteer and/or philanthropic organizations are not, for the purposes of this project, considered "leisure pursuits," however, specific programs or events they run may be considered recreation or leisure pursuits. . The Optimist Club is not considered a leisure pursuit, but the softball league run by the Optimist Club is. Other examples include childcare centres, churches, or physiotherapy centres.
- d. Gambling activities (such as Bingo) shall not be included.
- e. Organizations that have events such as; tournaments, festivals and workshops, or races can add these to the events calendar. The events calendar on Active Elgin will automatically remove the event once the date has passed.
- f. Activities that are exclusive (not open to the public) will not be included.

2. The content of any part of an entry, but particularly the details section, may be edited by the administrator for content, to ensure that it reflects the values and goals of the Active Elgin Network and its members. For example,

- a. Tanning beds, alcohol and smoking cannot be promoted.

b. All photos of people being active must include appropriate safety equipment and sun safety protection.

c. Nutritional aids, supplements and health foods cannot be promoted.

3. The content of any entry or part of an entry may be edited by the administrator for length.

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