

**ELYRIA PARKS & RECREATION DEPARTMENT**  
**131 Court Street Suite, 103**  
**Elyria, OH 44035**

March 11, 2022

The Annual Safety Town Program will begin on June 13, 2022. The Elyria Police Department and the Elyria Parks and Recreation Department are looking for volunteers to work with the children registered for Safety Town. Safety Town has become an annual summer educational program for children who will be attending Kindergarten in the fall of 2022. Students eligible to become a volunteer must have completed the 5<sup>th</sup> grade or higher at the end of the 2022 school year. Safety Town will be held at RAPHIA Academy (former Northwood Middle School) located at 700 Gulf Road. Volunteers are required to be present from 8:30 a.m. until noon each day, unless otherwise advised.

Please complete the attached application to be considered for a Safety Town Instructor Position. Please take into consideration any vacations or family outings that may be planned when applying and selecting the dates that you will be available. Instructors must be available for a minimum of **2** of the weeks to be considered. Instructors are required to be present **4 of the 5 days** in the weeks scheduled to count as a full week of work. Please note any individual days that you may not be able to work during a week that you select. It is very important that you make every attempt to attend all 5 days of Safety Town as we will assign jobs for the entire week.

**Applications are due by Friday May 6, 2022, no late applications will be accepted.** Those students who are selected will be notified via mail and will be advised of the work assignment in this letter. **Student instructors will be required to attend a Mandatory Instructor's meeting on either Saturday May 21, 2022 starting at 10:00 a.m. or Tuesday May 24, 2022 starting at 5:30 p.m. at East Recreation Center, 1101 Prospect Street. Please be on time we will be doing training at this session. You do not need to attend both sessions.**

Keep in mind that neatness and full completion of the application are important requirements for being selected.

Students that have previously worked Safety Town will receive first consideration. **\*\*First time Instructor**

**Applicants will need to have a letter of reference from a Teacher, Pastor, etc., attached to the application.**

Completed applications can be mailed or dropped off at the Elyria Parks & Recreation Department at the following address:

Nicole Edwards, Recreation Supervisor  
Elyria Parks & Recreation Department  
131 Court Street, Suite 103  
Elyria, OH 44035

Sincerely

*Nicole Edwards*

Nicole Edwards

Recreation Supervisor

Elyria Parks & Recreation Department

440-326-1503

**ELYRIA PARKS & RECREATION DEPARTMENT & ELYRIA POLICE DEPARTMENT  
Safety Town Instructor Application**

**PLEASE PRINT IN BLUE OR BLACK INK**

**APPLICATION DATE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_ **AGE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **CELL/HOME** \_\_\_\_\_ **Male or Female**

**GRADE COMPLETED (end of 2022 year):** \_\_\_\_\_ **T-SHIRT SIZE: YL AS AM AL AXL (CIRCLE)**

**PLEASE CHECK ONE:** \_\_\_\_\_ **NEW INSTRUCTOR** \_\_\_\_\_ **RETURNING INSTRUCTOR**

**Please Check Available Weeks (Minimum of 2 weeks is required to be considered)**

\_\_\_\_\_ **June 13-17** or \_\_\_\_\_ **June 20-24** or \_\_\_\_\_ **June 28 – July 1**

**DAYS OF THE SELECTED WEEKS THAT I HAVE A CONFLICT:** \_\_\_\_\_

**REASON I WISH TO BE A SAFETY TOWN INSTRUCTOR: (INCLUDE PREVIOUS EXPERIENCE)**

**IF YOU ARE A RETURNING INSTRUCTOR PLEASE SELECT ALL AREAS YOU WOULD LIKE TO HELP THIS YEAR IN SAFETY TOWN.**

\_\_\_\_\_ **COLOR GROUP LEADER** \_\_\_\_\_ **INSTRUCTOR** \_\_\_\_\_ **CHARACTER** \_\_\_\_\_ **TEACHER**

**ALL STATEMENTS IN THIS APPLICATION ARE TRUE TO THE BEST OF MY KNOWLEDGE:**

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PARENTAL CONSENT AND SUPPORT OF PARENTS/GUARDIAN:**

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**EMERGENCY INFORMATION:**

Does your child have any medical conditions of which we should be aware? Please list any/all allergies especially food allergies: \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION:**

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

**Participant Permission:**

I hereby give permission for my child named above to volunteer for the City of Elyria Safety Town.

Intending to be legally bound, I hereby agree to hold harmless, The City of Elyria and all the partner agencies for any accidents or injury to my child while participating in any of the Safety Town Sessions and activities. I also give permission for the City of Elyria staff and partner agencies to seek medical treatment for my child should it be deemed necessary.

\_\_\_\_\_  
Participant/Parent/Guardian Signature

\_\_\_\_\_  
Date

**Photo Release for minors under 18:**

I hereby give permission to the staff of the Safety Town, Elyria Police Department, Elyria Parks and Recreation Department, and all partner agencies to use, reproduce, publish, and redistribute photograph(s) taken of my child during Safety Town, either complete or in part, alone or in connection with press releases, promotional or publicity publications, reports, and pages of the website, whether now known or later invented, of the City of Elyria, Elyria Police Department, Elyria Parks and Recreation Department, and all partner agencies. I understand that I do not own the copyright of the photograph(s)

**Initial ONE of the following statements:**

\_\_\_\_\_ I agree to the above and grant permission for my child to be photographed

\_\_\_\_\_ I do **NOT** want my child to be photographed

**All programs and services offered by the City of Elyria are available without regard to race, color, religion, sex, national origin, age, marital status or veteran status, disability or any other legally protected status**