



NEWPORT PARKS & RECREATION TRIP POLICY

Please arrive at the designated departure location at least 15 minutes prior to departure. The van will leave promptly at the scheduled departure time.

All participants must spend the day as the itinerary has been scheduled. We cannot be responsible for a participant when they do not stay with the group.

Please inform staff of any special needs or accommodations you may have PRIOR to the trip date so we can ensure you have the best experience possible.

Parking is available at the Newport Recreation or 60+ Activity Center parking lots for your vehicle during the trip. For overnight trips, please see special instructions from your organizer.

With the exception of service animals, pets/animals are not permitted on Newport Parks and Recreation trips or hikes. Please note that emotional support animals do not qualify as service animals under ADA guidelines.

Return times are approximate. We will do our best to return at the designated time, but please keep in mind there may be outside factors (traffic, weather, etc.) that cause delay in our return.

Trips may be canceled due to low participation. Please see our refund policy [here](#).

Newport Parks and Recreation is not responsible for lost, stolen, or damaged personal property. Please be responsible with your belongings.

Trip details and logistics are subject to change. Communications regarding any updates will be sent via email, so please check your inbox (and spam folder) prior to departure.

Part of Newport Parks and Recreation's core values include Diversity, Equity, & Inclusion, and Accessibility & Belonging. We ask all our trip participants to embrace these values as they meet others and explore new places together. Please see our [Department Code of Conduct](#) for further information.

Additional Information for Minors

Minors must remain with the group at all times. They may not leave the supervision of trip leaders or chaperones at any point during the trip.

A completed Parent/Guardian Consent Form and Emergency Contact Form must be submitted prior to the trip. Minors will not be allowed to participate without these documents on file.

Parents/guardians must inform staff of any medical conditions, allergies, medications, or special needs before the trip date. Emergency medical care may be administered if deemed necessary by staff.

Minors are expected to follow staff directions, treat others respectfully, and adhere to the Department Code of Conduct. Unsafe, disruptive, or disrespectful behavior may result in removal from the trip, and parents/guardians may be required to pick up their child.

Newport Parks and Recreation is not responsible for lost, stolen, or damaged personal belongings, including cell phones, tablets, or other electronics.

Minors must be picked up by a parent/guardian or an adult authorized in writing. Written permission is required if a minor is allowed to walk, bike, or drive themselves home.