



PARKS, RECREATION and FACILITIES MANAGEMENT DEPARTMENT



Parks and Recreation Division  
100 N. Appleton Street  
Appleton, WI 54911  
(920) 832-5905  
[www.appleton.org](http://www.appleton.org)

**City of Appleton  
Adopt-A-Park/Trail  
Safety Guidelines**

For the safety of program participants, park personnel and park users, the City of Appleton encourages everyone to adopt a responsible, common sense approach to safety. Adopt-A-Park/Trail participants are expected to accept responsibility for their actions, be safety conscious at all times and act with care to avoid causing damage to park facilities. The following are basic safety guidelines.

1. Organizations must provide adequate supervision for participants under the age of 18.
2. All volunteers must sign a waiver prior to participating, and a parent or guardian must sign for anyone in their care who is under the age of 18.
3. Volunteers shall be subject to all park and trail rules, regulations, policies, and procedures.
4. Volunteer groups are prohibited from modifying existing park or trail conditions or equipment or creating any situation that may be hazardous without prior authorization from the Park, Recreation and Facilities Management Department.
5. When threatening weather approaches, all activity must cease to protect the safety of the volunteers.
6. The use of power tools is forbidden without prior approval from the department.
7. Volunteer vehicles are not allowed on any trails and are only allowed in normal vehicle parking areas of the parks.
8. Work will be performed during daylight hours only.
9. Be aware of traffic when working close to roadways.
10. Volunteers shall not investigate, open, dispose of, or handle any suspicious containers, packages, needles, syringes, or attempt to clean up any suspicious waste. The object or area may be flagged or signed and the Grounds Manager notified.

All problems or hazards should be reported to the Grounds Manager immediately.