



Report to Council

Department: Community Services
Division: Recreation and Culture
Date: June 20, 2022
Prepared by: Cynthia Cakebread, Manager Recreation and Culture
Report Number: CS-2022-03
Subject: HIGH FIVE® Accreditation Verification
Number of Pages: 6

Recommendation(s)

That CS-2022-03 entitled HIGH FIVE® Accreditation Verification prepared by Cynthia Cakebread, Manager Recreation and Culture dated June 20, 2022, be received, and

That the HIGH FIVE® Accreditation Verification information be received for Council and public information.

Purpose

To advise Council of the Community Services Recreation and Culture Division's fulfillment of the requirements necessary over a three-year period to maintain Accredited status.

Background and Discussion

Parks and Recreation Ontario developed HIGH FIVE® in 1994 as a comprehensive quality standard for organizations providing sport and recreation programs to children aged 6 to 12 and have been a part of the Town of Essex – Community Services Department since 2007. Since then,

the Department has been committed to improving upon healthy child development and providing quality assurance and views accreditation as the final step in demonstrating this commitment.

HIGH FIVE® Accreditation is a unique process for recreation and sport programs that verifies the quality standards organizations are achieving. The HIGH FIVE® Stamp of Approval, awarded to those who achieve the minimum standards and complete the Accreditation process will help give parents confidence that their child will have a safe and fun experience that will also support their healthy development. The HIGH FIVE® Accreditation Process sets the standard organizations strive to achieve while providing the public with a “mark of quality” that can support their decision about which program is best for their child. Accreditation verifiers are professionals from across Ontario, including specialists from the International Standards Organization (ISO) and National Quality Institute (NQI).

The HIGH FIVE® accreditation process involves 5 levels of achievement that an organization must work through to reach accreditation. These levels include:

- Join HIGH FIVE® - by becoming a registered organization
- Learn – quality awareness
- Measure - quality improvements
- Improve – quality accountability and prepare for verification review
- Achieve – quality assurance

The accreditation process can take 3 to 5 years and involves the:

- Training and development of staff
- Completion of program assessments
- Review of all policies and procedures
- Internal and external awareness and promotion

Organizations must sustain and maintain all Accreditation Standards for 3 years to maintain Accredited status. The Town of Essex had its third successful Accreditation Verification review Tuesday, October 19th, 2021.

Financial Impact

Costs associated with the HIGH FIVE® program and accreditation process are included and approved within the 2022 budget.

Consultations

Jake Morassut, Director, Community Services

Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☒ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☒ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.
- ☐ Improve the Town's capacity to meet the ongoing and future service needs of its citizens while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	HIGH FIVE Accreditation Verification 2021.docx
Attachments:	<ul style="list-style-type: none">- MicrosoftTeams-image (9).png- Town of Essex Congratulations Letter.pdf
Final Approval Date:	Jun 8, 2022

This report and all of its attachments were approved and signed as outlined below:



Jake Morassut, Director, Community Services - Jun 8, 2022 - 9:05 AM



Doug Sweet, Chief Administrative Officer - Jun 8, 2022 - 9:15 AM