

University Sponsored Sports Camps

Self Assessment

		Yes	No
1.	Do your parental/guardian release forms address:		
	a. Acknowledgement of risk?	⇒	⇒
	b. Current medications?	⇒	⇒
	c. Parent/guardian signatures?	⇒	⇒
	d. Authorization for additional medical care?	⇒	⇒
	e. Custody issues?	⇒	⇒
2.	Have you prepared orientation requirements for participants?		
	a. Camp rules and regulations?	⇒	⇒
	b. Emergency preparedness requirements?	⇒	⇒
	c. Lightning and other extreme weather plans?	⇒	⇒
	d. How to report injury or illness?	⇒	⇒
	e. How to report camp harassments (hazing, sexual harassment, bullying)?	⇒	⇒
3.	Has your General Counsel reviewed advertising literature and all contractual language, including release forms?	⇒	⇒
4.	Have you performed proper due diligence for University sponsored camps & conferences:		
	a. Participant medical insurance?	⇒	⇒
	b. Specific abuse & molestation coverage?	⇒	⇒
	c. Confirm proper hiring practices?	⇒	⇒
	d. Document training?	⇒	⇒
	e. Pre-camp inspection?	⇒	⇒
5.	Have you set ratios of supervision to campers?		
	a. Differentiated by overnight vs. day only?	⇒	⇒
	b. Assure participants are supervised 100% of the time?	⇒	⇒
	c. Safe drop-off & pick-up location is established?	⇒	⇒
	d. Parent sign out/sign in of participant is established?	⇒	⇒
6.	Have you considered overnight housing issues?		
	a. Policies, procedures & emergency action plans in place?	⇒	⇒
	b. Review policies, procedures & emergency action plans with participants?	⇒	⇒
	c. Conduct fire drill?	⇒	⇒
	d. Proper ID?	⇒	⇒
7.	Are coaches, staff and volunteers properly screened and background checks conducted?	⇒	⇒

8. Are detailed plans in place for time/location/controls in the event of inclement weather/extreme heat or other emergency events?	⇒		⇒	
9. Have all coaches, staff and volunteers been trained?				
a. Bloodborne Pathogens?	⇒		⇒	
b. Emergency evacuation?	⇒		⇒	
c. Identify and properly report incidents, including injuries, illness, suspected abuse and molestation, hazing, etc.	⇒		⇒	
Total	⇒		⇒	
Grading:				
24 to 29 ⇒ You are doing the right things				
18 to 23 ⇒ Great start...keep it going				
< 18 ⇒ Recommend improving the process to control your minors risks				