

Volunteer Day Camp Property Checklist

Complete the information on this form and submit to your program and partnerships manager for approval.

Day Camp Director: _____ Phone #: _____

Dates of Camp: _____ Hours: _____

Site Information

| |
|-------------------------|
| Site Name: _____ |
| Site Address: _____ |
| Site Phone #: _____ |
| Capacity of Site: _____ |

Water Information

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| Does the site have an accessible water source? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, who provided the water? _____ |

Restroom Facilities

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| Does the site have accessible restroom/hand washing facilities? _____ |
| Type of restroom available. _____ |
| Type of hand washing station. _____ |
| Number of port-a-lets needed in addition to available restrooms in order to comply with 1:30 ratio _____ |

Swimming and Boating Facilities

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| Does the site have swimming or boating facilities that you will be using? _____ |
| Is there proper lifeguard and adult supervision available? _____ |

ADA (Americans with Disabilities Act) Checklist

| Question | YES | NO |
|---|-----|----|
| 1. Is there an area for parking that could accommodate a van 96" wide and provide an additional 60" access aisle for the motorized wheelchair ramp? | | |
| 2. Are there parking spaces near the main program area or is there a drop-off area nearby? | | |
| 3. Does the slope from the parking area or the walkway to the main day camp area allow accessibility to a person in a wheelchair? | | |
| 4. Is the path of travel free of obstructions and wide enough for a wheelchair? | | |
| 5. Are the areas for program activities that have ground coverings (grass, hard-packed soil, or gravel) which would allow participation by a person in a wheelchair or on crutches? | | |
| 6. Does the terrain of the site (hills, wooded areas, steep slopes, rocks and roots) prevent participation by a person with a disability in many of the activities? | | |
| 7. Do you have a handicap accessible restroom (equipped with grab bars, large enough for wheelchair turnaround)? | | |
| 8. Are soap dispensers, towels and water no more than 48" from the ground? | | |

Risk Management/Emergency Preparedness

| | YES | NO |
|---|-----|----|
| 1. Is there a contract required for site rental? | | |
| All contracts must be signed by the Regional Director at Girl Scouts of Western Ohio. | | |
| 2. Does the site have a phone available for your use? | | |
| If no, you must have a cell phone accessible for your emergency use. | | |
| 3. Does the site have sheltered areas for use during severe weather? | | |
| If no, please itemize your plan for sheltering and/or evacuating campers during severe weather. | | |
| 4. Does the site have shaded areas? | | |
| 5. Are driving/parking areas separate from unit areas? | | |
| 6. Is there access to your site by emergency vehicles? | | |

List any environmental hazards (ravines, landslides, etc.) within your site.

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