A. Aquatic Activities

1. Will any activity involve water sports (diving, swimming, scuba, or wading)?

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<th>YES</th>
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<th>NA</th>
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   a. If diving, swimming, or scuba diving; will certified lifeguards be on duty at the immediate location of the activity?

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<th>YES</th>
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   b. Has consideration been given to the provision of the following?

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<th></th>
<th>YES</th>
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      (1) Adequate adult supervision?

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<th>YES</th>
<th>NO</th>
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      (2) Assessment of swimming skill proficiency in relation to the activity?

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<th>YES</th>
<th>NO</th>
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      (3) Is the person conducting swimming skill proficiency assessments qualified to make proficiency determinations?

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<th>YES</th>
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<th>NA</th>
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      (4) Is the location selected for the water sport activities one that is void of known hazards such as undertow, rip tides, or a location that is not historically frequented by sea predators (e.g. sharks) or other dangerous sea creatures (man of war, jellyfish, stingrays, etc.)?

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      (5) Will a “buddy system” be utilized to ensure that campers do not enter the water alone?

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<th>YES</th>
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      (6) Has consideration been given to the time of day and the availability of daylight for these activities?

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<th>YES</th>
<th>NO</th>
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      (7) Will participants be provided a review of safety consideration appropriate for the water activity?

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<th>YES</th>
<th>NO</th>
<th>NA</th>
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      (8) Are alternative activities planned in the event of bad weather?

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B. Housing

1. Will camp participants be housed overnight?

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<th></th>
<th>YES</th>
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<th>NA</th>
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   If yes, will they be housed in University dormitories?

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<th>YES</th>
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2. Will participants be housed in facilities other than dormitories?

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<th>YES</th>
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3. Has consideration been given to the restriction of access to the camper housing area?  
   YES  NO  NA

4. Will campers be provided instruction on security, loss prevention, and other housing related safety and security issues?  
   YES  NO  NA

5. Will participants be oriented on exit locations in the event of an emergency?  
   YES  NO  NA

6. Will participants be instructed on emergency exit procedures, common meeting or reporting areas in the event of a building evacuation?  
   YES  NO  NA

7. Has consideration been given to determining an appropriate number of participants assigned to an established sleeping area/space?  
   YES  NO  NA

8. Has consideration been given to the provision of housing supervision?  
   YES  NO  NA

9. Will a curfew be established and communicated to participants?  
   YES  NO  NA

10. Is there a process to determine if all participants have been accounted for at curfew, lights out, or other determined points in the day or evening to ensure participants are present or accounted for?  
    YES  NO  NA

11. Have written procedures been established for managing the situation if a participant(s) is absent and unaccounted for (e.g. who should be informed, at what point should security or police authorities be advised, when will parents be advised?)  
    YES  NO  NA

12. In situations when groups of student participants bring their own adult counselor or supervisor (ex. Coaches, drill team advisors, guidance counselors) have provisions been made to brief these individuals on safety, camp established expectations, camp rules, or other provisions?  
    YES  NO  NA

13. Will participants be provided information on who to see or contact if they have an emergency?  
    YES  NO  NA

14. Will participants be briefed on expectations with regard to conduct (e.g. horseplay, pranks, etc.)?  
    YES  NO  NA

15. Will participants be briefed on safety provisions specific to the facility in which they are housed (Ex. Prohibitions to sitting in windows, on ledges, and railing of high-rise buildings)?  
    YES  NO  NA

C. Transportation: Groups of high school and younger students in the University’s care must not be transported in 11- and 15-passenger vans, or other specialty vehicles not meeting school bus standards.

1. Will campers be transported to and from the camp assembly location by parents, guardians, high school representatives or other individuals who are not directly affiliated with the camp or program?  
   YES  NO  NA

2. Will participants be transported to and/or from camp by employees or volunteers of the camp or enrichment program?  
   YES  NO  NA

3. Will participants be shuttled between varied locations of camp activity by means secured by the camp other than public transportation?  
   YES  NO  NA
4. Will camp participants be transported in vehicles other than University owned vehicles?  
   a. If yes, has the camp sponsor determined that the vehicles are reasonably sound and reasonably capable of safely completing the trip?  
   b. If yes, has the camp sponsor obtained evidence of insurance on the vehicle?  
   c. Has the camp sponsor considered the insurance coverage amounts in relation to the participants transported by the vehicle?  

5. Will participants be transported over twenty-five (25) miles from the general camp activity site in relation to camp program activities?  

6. Has the camp sponsor reviewed University Policy Number 1401: Use of 15-Passenger Vans?  

7. When multiple vehicles are used to transport participants, do all drivers know the destination location and will they be provided individual driving direction?  

8. Will drivers be briefed on anticipated driving or traffic conditions in relation to transporting participants?  

9. Have safety considerations been discussed with all drivers (Ex. Entering and exiting traffic while driving in caravans, roadside and emergency stopping, communication provisions, separation contingency plans, automotive problems or flat tires)?  

10. Does the camp sponsor know whom to call in the event of a vehicle breakdown? (University vehicles or personal vehicles)  

11. Will drivers be instructed on what to do in the event of an automotive accident?  

12. Does the camp sponsor know whom to call in the event of an automobile accident involving a University owned vehicle?  

13. Has the camp sponsor arranged for weather conditions to be reviewed prior to the initiation of travel for more than twenty-five (25) miles from the main camp activity location?  

14. Will the camp sponsor have in his/her possession numbers to contact parents or guardians of participants in the event that it becomes necessary to do so while away from the main camp activity site?  

15. Will the camp sponsor have in his/her possession other contact numbers that may be relevant in the event of an emergency that occurs while traveling (e.g. University Policy, Risk Management, the head of the sponsoring department, the camp sponsor if not accompanying on the trip)?  

16. Has the camp sponsor assessed the appropriate loading and unloading sites for the buses, vans, and/or cars to avoid participant loading/unloading in or around traffic?
D. Charter Services

1. Will this camp or program use chartered transportation services of any kind (buses, boats, airplanes, etc.) [Note: Chartered service is defined as services secured to transport participants by land, sea, or air in which one or more vehicles and operators are provided for this purpose.]

2. If yes, has or will the camp sponsor confirm(ed) with the charter service that the charter service maintains appropriate certifications and is certified according to the mode of transportation and that the certificates or licenses are up to date?

3. Has or will the camp sponsor confirm(ed) that the charter services carries liability insurance and that the policy is current (Have charter service provide a copy of Certificate of Insurance)?

4. For boat charters, has or will the camp sponsor confirm(ed) the availability of appropriately size life jackets for all camp participants?

5. Has the camp sponsor considered arrangements for communicating proper safety measures to participants prior to loading?

6. Does the camp sponsor have enough information about the business practices and safety records of the charter service to maintain reasonable confidence in the ability of the company to deliver quality and safe service to camp participants?