

Lead notes for Squad Huddle & Camp Prep

Monday AM (8:00am-8:40am)

- Check Slack
- Decide where to set up gear and put camp stuff
- Lead prepares for the huddle while assistants:
 - Locate the bathroom, water fountain, shade, etc.
 - Ensure the park is good to go - Set up ramps, pick up trash, remove hazards, etc.
- Staff Huddle:
 - Staff & volunteer intros: name, pronoun, role, etc.
 - Review camper paperwork for allergies, behavior, medical, etc
 - Build lesson groups based on skill level & ages & assign them to each counselor
 - Assign roles on delegation sheet
 - Each counselor shares what they are going to teach & what part of the park they need
 - Ideating and brainstorming as a group
 - Review the lesson plan spreadsheet
 - Games/TK's for main break - decide what to play and who is leading it
 - Games/TK's for camper check-in time - no free skating on day 1! decide what to play and who is leading it
 - Confirm question of the day
 - Create a game plan for kids who don't want to skate
- Set up skate gear in an organized fashion - assembly line style
- Practice elements of the day as assigned in staff huddle (leading warmups, shred theme, land acknowledgment, community agreements)
- Practice teaching any tricks/go over them if needed
- GASS it up with any locals that are present

Tuesday – Friday AM (8:00am-8:40am)

- Check Slack
- Intro any new/sub staff or volunteers
- Lead prepares for the huddle while assistants:
 - Ensure the park is good to go - Set up ramps, pick up trash, remove hazards, etc.
 - Set any gear up as needed
- Staff Huddle:
 - Talk through any issues that came up on prior day & confirm solutions
 - Answer any questions that are coming up / message local director or PM if needed
 - Confirm any updates to roles on delegation sheet - ideally they stay the same
 - Confirm any updates to lesson groups or structure of camp
 - If lesson groups are changing, review with each other what you taught your group the day before
 - Each counselor shares what they are going to teach & what part of the park they need
 - Ideating and brainstorming as a group
 - Review the lesson plan spreadsheet
 - Confirm games/TK for main bathroom/water/snack break
 - Create a game plan for kids who don't want to skate
 - Confirm the question of the day
- Practice teaching any tricks/go over them if needed
- Practice elements of the day as assigned in staff huddle (leading warmups, shred theme)

- GASS it up with any locals that are present

Afternoon Overlap Schedule for Full Day Camps

12:00-12:15:

- Leads (AM & PM) run checkout for morning campers
- Leads (AM & PM) check in on any issues and confirm solutions
- Assistants (AM & PM) facilitate lunch for full-day campers
 - If there are full-day assistants, they “clock out” for a 30 min lunch during this time

12:15 - 12:30:

- PM Leads and Assistants host team huddle to go over the game plan for the afternoon (see notes below)
- AM Leads and Assistants continue to run lunch for full-day campers

12:30 - 12:45:

- PM Leads and Assistants lead game
- AM Leads and Assistants host team debrief of the morning
 - If there are multiple full-day assistants, they “clock out” for a 30 min lunch during this time

12:45 - 1:00:

- Final AM and PM teams touch base, share anything that came up from AM huddle
- AM Leads and Assistants leave if all breaks and huddles are completed and the PM Lead gives the ok

Monday - Friday PM Huddle for full-day camps (12pm-1pm)

- Check Slack
- Staff Huddle:
 - Staff & volunteer intros: name, pronoun, role, etc.
 - Review camper paperwork for allergies, behavior, medical, etc
 - Build open skate groups & assign them to each counselor
 - Assign roles on delegation sheet
 - Each counselor shares what part of the park they need for their group’s open skate time
 - Ideating and brainstorming as a group what tricks / skills should be practiced
 - Review the lesson plan spreadsheet to give instruction
 - Games/TK’s for main break - decide what to play and who is leading it
 - Create a game plan for kids who don’t want to skate
 - Create a game plan for kids who don’t want to participate in the game/activity
- Review game/activity rules and supplies for the day and ensure person leading it knows how to lead that activity
- Practice teaching any tricks/go over them if needed
- GASS it up with any locals that are present

Post Camp Debrief Guideline

- What went well
- What didn’t go well
- Any specific campers to follow up on, anything for the lead to ask parents about during checkin
- Any supplies needed?