

Activity Aim Checklist Safety (AACS)

Activity: Swimming Carnival

Aim: Group participation (A & B group), competition, work in teams.

Checklist:

- Who is running the activity?
- Where is the activity being held? Ujumisbassein
- What equipment is needed? Walkie talkies; whistles; sports equipment (relay items, balls, dress ups); etc
- Information for elanikud – Sunscreen; hat; water bottle; swimwear & towel
- Meeting time & place. (i.e. Ujumisbassein at 2:30pm, announce at lunch time)
- Running order of activity (suggestion) –
 - Before Sörve – collaborate with fellow juhid on games and equipment ideas; email out if any special equipment is required
 - Organise games and equipment – need a variety of old and new games and activities that suit different age groups; whole group participation games work best; are C group participating as well?
 - Allocate juhid – suggestion, each group has a 'team motivator' to encourage elanikud to participate, juhid could also participate in activities
 - Allocate juhid to judge competitions – diving, funny diving, synchronised swimming, etc
 - Explain rules to elanikud
 - Run the activity – explain games, time keep, record scores, etc
 - When finished, ensure area is cleaned up and equipment is put away
 - Present awards at the next Lipuheiskamine
- Are there any rules? Listen to juhid; short continuous whistles everyone to get out of the swimming pool; only elanikud participating in the activity are to go in the water; etc
- Remember to use your common sense when in doubt

Clean up:

- Who is returning the equipment? What needs to be cleaned up? Who is cleaning up?
- Make sure the area used is the way you found it
- Ensure all equipment is put away, given back to the owner

Safety:

- Venue – Is it safe to use are there any risk? (i.e. elanikud to sit on the grass till it is there turn)
- First Aid – How many first aiders are needed? Where are they located? Need first aiders / lifeguards all around the swimming pool
- Roll Call (i.e. ensure all elanikud are accounted for)
- Other considerations – No running around the swimming pool; walkways are clear; etc

Evaluation:

- What worked well? (i.e. appropriate for the age group)
- What didn't work well? (i.e. not appropriate for age group; activity was too long / too short)
- Suggestions for next time (i.e. need to ensure all walkie talkies are working; activity may suit a younger age group; elanikud really enjoyed the activity; activity should be done every second year; etc)