Directors Checklist – Leaders Debrief

- It is a good idea to have a quick debrief with your leaders on the final day of camp, immediately after campers have gone home.
- This is a good chance to find out how your leaders felt camp went, and for them to give feedback. You can also give out a complete list of campers to the leaders and encourage them to pray for each camper.
- Some directors like to complete their camp report as they have this meeting. Alternatively, you can use this as a guide for writing your camp report.

What to Cover

Opening Prayer	
What went well Include the following: o Highlights of Camp o New things tried that worked well and should be suggested to future directors	
What didn't go well Include the following: o Lowlights of Camp o New (or old) things tried that didn't go well and should be noted for future directors	
Camper Discussion Are there any campers that you think future directors or leadership teams should know about? For example: o Behavioural issues o Campers who should be kept apart / don't get along o Campers who create mischief together o Camper health issues that weren't included on registration forms o Campers who showed an interest in Christ and would benefit from follow up o Any campers who took home a Gospel pack **Remember to be praying for campers after camp finishes!**	

PLEASE TURN OVER

Safety/Property Notes Were there any safety concerns / noted hazards during the week of camp? Encourage anyone with a concern to complete a safety concern form either online (CYC website > Volunteers > bottom of page) or a paper form located in the gear room filing cabinet. ○ Any incident, accident, or behavioural forms needing filled? ○ Anything broken needing fixed? ○ Any facilities recommendations?	
Anything Else	
Closing Prayer Pray for campers, safe travels, and each other as leaders	

Remember to complete your camp report as soon as possible and email it to kidscamps@cycwaihola.org.nz. A template for writing this camp report is in your director's folder, or online in the Google Drive Directors Folder.

Please hand any safety concern forms and any behavioural/incident/accident report forms to CYC Paid staff before you leave.

PLEASE TURN OVER