

SAMPLE CAMP “TO DO” LIST / CHECKLIST

- 1) Print out all Camp related Paperwork, phone # list, etc.**
- 2) Bring the Following:**
 - a) Whistles (make sure all your assistants have one)
 - b) Stopwatch
 - c) Clipboards
 - d) Pens / Pencils
 - e) Pump and Needles for the basketballs
 - f) Basketballs (its best to allow for 1 basketball per player)
 - g) Cones
 - h) Pennies / Practice Jerseys (enough to cover the number of teams)
- 3) Follow up with the person / persons assisting with the camp, are they ready to go? Do they understand their roles, what time they need to be there, etc.**
- 4) Follow up with the gym coordinator (person who is in charge of the gym):**
 - a) Baskets down (and at the right heights)
 - b) Score clock ready (and working)
 - c) Small table for the score clock
 - d) Area to use for breaks, lunch (if needed) – will campers bring a lunch?
 - e) Emergency procedures, phone numbers, etc.
 - f) Are there vending machines available, etc.
- 5) Follow up with the Recreation Center – Can you get the roster early? Or even a partial Roster? If yes, start logging in the participants names on the camp lists, logs, etc. (try to do this early). Are you familiar with the basketball gym? How many baskets, where the restrooms are?**
- 6) Plan first day of camp** (see next step below), have some time at the beginning to allow the campers to get comfortable with other campers, the coaches, etc. Use this time to get acquainted with the campers – ask them their names, ask how they are doing – so they don’t feel so intimidated...
- 7) Drills – Basic skills to work on for beginners.**
 - Jumping – teach the proper way to jump.
 - Catching – teach the proper way to catch the ball.
 - Passing – teach the basics of the bounce pass, and chest passes.
 - Footwork – show basic footwork drills.
 - Ball Handling (basic) – I always start the camp off each day with ball handling.
 - Shooting – teach the basics of shooting.
 - Lay Ups – teach the basics of the lay up.
 - Basic defense (moving side to side, keeping their hands up)

Just a short list of drills to get you started, add or delete drills and skill work as you need to, its your camp, do what you are comfortable doing...just make sure the drills fit the age group you are having the camp for!

8) Games – Plan how you will run the games:

- Girls vs. Boys, Girls vs. Girls, Boys vs. Boys
- Mix the Girls and Boys
- How long will the game be played (quarters, half, etc.)
- Plan player rotation (be fair, allow all players to play).
- Ages? Some players too young, too old, separate wisely.

9) **First Aid Kit** – Be ready for some basic care if needed. Have a emergency plan ready (just in case).

10) **Awards for competitions** – Make sure you get some awards, certificates, T- shirts, etc if you are planning to have individual or team competitions during your camp.

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