

**Palm Beach County Youth Services Department  
Outreach & Community Programming Division**

50 S. Military Trail, Suite 203

West Palm Beach, FL 33415

Tel: (561) 242-5738 Fax: (561) 242-6877

<http://www.pbcgov.com/youthservices/>

**Summer Camp \_\_\_\_\_ Unscheduled Site Visit Checklist**

**Agency Name:** \_\_\_\_\_

**Agency Contact Name:** \_\_\_\_\_

**Reviewer Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Time of Arrival:** \_\_\_\_\_

		<b>Comment</b>
1	According to the camp's Daily Activity Schedule on the portal, what activity should have been taking place when reviewer arrived?	
<i>(Please attach Daily Activity Schedule to this document)</i>		
2	Describe activities observed	
3	If different from Daily Activity Schedule, please explain why	

		<b>Yes</b>	<b>No</b>	<b>Comment</b>
4	No obvious safety hazards on site			
5	Adhering to <i>Safety &amp; Sanitation Plan/</i> CDC Guidelines related to COVID-19			

**Reminder:** Please take photos of camp including campers in action, if possible