



Webinar Evaluation
Session Title: *Best Practices for Out of School Time*

Name: _____

Agency: _____

Email Address: _____

Session Speakers:	Excellent		Needs Improvement	
Jennifer McMahon	4	3	2	1
Krista Pincince	4	3	2	1

The Session:	Totally		Not At All	
How closely did this session meet the program description?	4	3	2	1
Did you find new ideas and useful concepts?	4	3	2	1
Did you learn anything you can take back and use?	4	3	2	1
Would you recommend this session be repeated?	4	3	2	1

Learning Outcomes:

1. List records that should be maintained on participants.	4	3	2	1
2. Discuss accident reporting and drills for fire and evacuation.	4	3	2	1
3. Identify facility records to be maintained and length of time to maintain.	4	3	2	1
4. Identify the types of inspections that you should have.	4	3	2	1
5. Identify facility safety concerns including fencing and evacuation plans.	4	3	2	1
6. Discuss the best practices for first aid kits.	4	3	2	1
7. Identify what should be included in a parent handbook.	4	3	2	1
8. Learn about forms that should be utilized and maintained.	4	3	2	1

9. Discuss securing forms with personal information included.	4	3	2	1
10. Identify appropriate child/staff ratios for general program and field trips.	4	3	2	1
11. Discuss transportation and needs for driver, vehicle, and documentation.	4	3	2	1
12. Discuss food handling best practices. Identify what documentation should be maintained on program staff.	4	3	2	1
13. Identify training that is best for personnel working in after school or summer camp programs.	4	3	2	1
14. Discuss available credentials for personnel working in after school programs.	4	3	2	1

Comments/Constructive Criticism:

What other session topics would you attend, if they were offered?

Please return form to: fax - 850-942-0712 or email - amber@frpa.org