

Youth Program Observation Tool

Site Visited: _____

Program Observed: _____

Location: _____ *Date Of Visit:* _____

Program Standards:

Human Relationships	Yes	No	To some extent/explain
1. Staff relates to all youth in ways that promote self-esteem and self-worth.			
2. Staff responds appropriately to the individual needs of youth in ways that promote a sense of competence and achievement.			
3. Staff encourages youth to make ethical choices, to become more responsible, and to resolve conflicts in positive ways.			
4. Staff uses positive techniques to guide the behavior of youth (such as self-reflection and evaluation).			
5. Youth generally interact with peers in cooperative ways.			
6. Staff works well together in ways that model appropriate behavior.			
Notes:			

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Physical Environment	Yes	No	To some extent/explain
1. The program environment meets the developmental needs of youth.			
2. The program provides access for youth with different levels of ability.			
3. Program equipment is age appropriate and allows youth to be independent and creative.			
Notes:			

Activities	Yes	No	To some extent/explain
1. Youth can choose from a wide variety of activities that meet their developmental needs as adolescents, including: <ul style="list-style-type: none"> ▪ Physical activity ▪ Competence and achievement ▪ Self-definition (physically, emotionally, intellectually and socially) ▪ Creative expression ▪ Positive social interaction with peers and adults 			e.g provide language-rich board games (Boggle, Password, Scrabble, among others)

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Activities (continued)	Yes	No	To some extent/explain
<ul style="list-style-type: none"> ▪ Structure and clear limits ▪ Meaningful participation in and contribution to the larger community (e.g. community service or volunteering) 			
2. Program activities are provided that help youth build skills in the five developmental domains (physical, cognitive, emotional, social and moral).			
3. Activities reflect the mission of the program and promote the development of all youth in the program.			
4. Youth are given the opportunity to provide feedback on program activities, contribute to program design and serve in leadership roles.			
5. There are sufficient materials to support program activities.			
Notes:			

Safety, Health and Nutrition	Yes	No	To some extent/explain
1. Safety and security measures are in place to protect youth, including adequate staff supervision at all times.			

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Safety, Health and Nutrition (continued)	Yes	No	To some extent/explain
<p>2. The program and staff provide an environment that protects and enhances the health of youth including:</p> <ul style="list-style-type: none"> ▪ Serving healthy food and drink ▪ Awareness of and response to dietary restrictions ▪ Having in place and following policies regarding ill children, allergies and medication 			
Notes:			

Administration	Yes	No	To some extent/explain
1. Staff-to-youth ratio and group sizes permit the staff to meet the needs of youth.			
2. Staff (paid, volunteer and substitute) is given an orientation to the job before working with youth, including specific training on developmental needs of adolescents.			
Notes:			

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Parent Involvement Standards:

Parenting	Yes	No	To some extent/explain
Program staff assist families in understanding adolescent development and identifying the parenting practices that support this stage of development (e.g. through providing workshops, newsletters, parent networks, etc.)			
Notes:			

Communicating	Yes	No	To some extent/explain
The program communicates with families about ASI and youth's progress through effective agency-to-home and home-to-agency communications.			
Notes:			

Volunteering	Yes	No	To some extent/explain
The program encourages parent volunteerism and participation in shows and events through recruitment, training and scheduling that meets parents' needs.			
Notes:			

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Parent Involvement Standards: (continued)

Learning At Home	Yes	No	To some extent/explain
Program provides resources that assist parents with supporting their children's learning at home (e.g. tip sheets and brochures).			
Notes:			

Decision Making	Yes	No	To some extent/explain
Program includes families as participants in agency decisions, governance, and advocacy through boards, advisory councils, committees and other parent organizations.			
Notes:			

Collaborating With The Community	Yes	No	To some extent/explain
Program helps coordinate resources and services for families, youth and the agency with businesses, schools, and other groups, and provides services to the community.			
Notes:			



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SUMMARY

Program strengths:

Program challenges:

Recommended next steps:

Signed: _____ Date: _____

Title: _____