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|  Summer Literacy Infusion Readiness Checklist |  |

*Agencies can use this brief self-assessment in order to determine readiness to adopt summer infusion practices. These factors were found to support strong implementation during the pilot phase, but all boxes do not need to be checked in order to begin integrating literacy practices.*

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|  | **Leadership** |
| [ ]  | Do the strategic and operational leaders of your organization support adoption of the initiative?  |
| [ ]  | Are organizational leaders willing to invest resources (time and dollars) into adoption and quality implementation?  |
|  | **Staff** |
| [ ]  | Are staff who work directly with youth open to change and willing to embrace new practices?  |
| [ ]  | Do staff display effective behavior management techniques? (group control, managing transitions) |
| [ ]  | Do staff have time on a daily or weekly basis to plan and organize activities and materials?  |
| [ ]  | Is your staff to student ratio small enough to facilitate activities? (recommendation is ≤1:12) |
|  | **Schedule** |
| [ ]  | Is there room in your daily camp schedule to add 60 minutes of literacy activities (one 60 minute block or three 20 minute blocks)?  |
| [ ]  | Can the infusion time be “protected” so that it is implemented consistently? |
|  | **Environment** |
| [ ]  | Is there a camp space conducive to reading, including both students listening to a read aloud and reading independently? (low noise volume, space for kids to spread out with books, etc.) |
| [ ]  | Is there space to store materials so they will remain organized and secure?  |
|  | **Training** |
| [ ]  | Can frontline and leadership staff attend infusion training? (consider time and payment for training)  |
| [ ]  | Is there at least one staff within your organization who can attend training and become an expert on infusion practices to train other staff?  |
|  | **Resources** |
| [ ]  | Does your agency already have the materials needed to support activities? (K-3 books, rug or carpeted area for students to sit during read aloud, literacy games, etc.)  |
| [ ]  | If not, does your agency have funds to purchase materials?  |
|  | **Oversight of Implementation** |
| [ ]  | Is there a champion/owner inside your organization who has influence and can take responsibility for overseeing quality implementation? (Is there someone who will be held accountable for success in their performance goals?)  |
|  | **Family**  |
| [ ]  | Will there be an opportunity to educate families about the initiative? |
| [ ]  | Will campers’ parents be supportive of including academic activities in the camp?  |

