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**Participation Log: Education/Training**

**School Name:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Program Component (i.e. Mechanics Club, Bike/Ped. Rodeo, etc.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Instructor/Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Directions:**

1. This form is to be filled out by the instructor or leader during each program. Please submit this form to your Program Coordinator. **Coordinators, you must submit participation forms monthly and with your progress reports.**
2. Please fill in Monday’s date at the beginning of each week. Collect the weather conditions every morning and afternoon if weather would have an impact on program component .

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| **Week 1**  **Monday’s Date (MM/DD/YY):** | **Monday** | | **Tuesday** | | **Wednesday** | | **Thursday** | | **Friday** | |
| AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| Number of children participating |  |  |  |  |  |  |  |  |  |  |
| Number of adults participating |  |  |  |  |  |  |  |  |  |  |
| Weather:  C=Clear, R=Rain, Sn=Snow |  |  |  |  |  |  |  |  |  |  |
| Special circumstances:  H=half day, F=field trip, SC=school closure, O=Other (please explain in the comments box). |  |  |  |  |  |  |  |  |  |  |

**Additional comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Week 2**  **Monday’s Date (MM/DD/YY):** | **Monday** | | **Tuesday** | | **Wednesday** | | **Thursday** | | **Friday** | |
| AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| Number of children participating |  |  |  |  |  |  |  |  |  |  |
| Number of adults participating |  |  |  |  |  |  |  |  |  |  |
| Weather:  C=Clear, R=Rain, Sn=Snow |  |  |  |  |  |  |  |  |  |  |
| Special circumstances:  H=half day, F=field trip, SC=school closure, O=Other (please explain in the comments box). |  |  |  |  |  |  |  |  |  |  |

**Additional comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Week 3**  **Monday’s Date (MM/DD/YY):** | **Monday** | | **Tuesday** | | **Wednesday** | | **Thursday** | | **Friday** | |
| AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| Number of children participating |  |  |  |  |  |  |  |  |  |  |
| Number of adults participating |  |  |  |  |  |  |  |  |  |  |
| Weather:  C=Clear, R=Rain, Sn=Snow |  |  |  |  |  |  |  |  |  |  |
| Special circumstances:  H=half day, F=field trip, SC=school closure, O=Other (please explain in the comments box). |  |  |  |  |  |  |  |  |  |  |

**Additional comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Week 4**  **Monday’s Date (MM/DD/YY):** | **Monday** | | **Tuesday** | | **Wednesday** | | **Thursday** | | **Friday** | |
| AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| Number of children participating |  |  |  |  |  |  |  |  |  |  |
| Number of adults participating |  |  |  |  |  |  |  |  |  |  |
| Weather:  C=Clear, R=Rain, Sn=Snow |  |  |  |  |  |  |  |  |  |  |
| Special circumstances:  H=half day, F=field trip, SC=school closure, O=Other (please explain in the comments box). |  |  |  |  |  |  |  |  |  |  |

**Additional comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Week 5**  **Monday’s Date (MM/DD/YY):** | **Monday** | | **Tuesday** | | **Wednesday** | | **Thursday** | | **Friday** | |
| AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| Number of children participating |  |  |  |  |  |  |  |  |  |  |
| Number of adults participating |  |  |  |  |  |  |  |  |  |  |
| Weather:  C=Clear, R=Rain, Sn=Snow |  |  |  |  |  |  |  |  |  |  |
| Special circumstances:  H=half day, F=field trip, SC=school closure, O=Other (please explain in the comments box). |  |  |  |  |  |  |  |  |  |  |

**Additional comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_