



General Recreation & Fitness Activities Planning Guide

The following is a guide to designing the general recreation and fitness activities portion of your PlayStreets event.

The General Recreation Handbook details 35 different activities that you can use at your event, but please note that these are just some examples of the type of activities that would work well at these events and nowhere near an exhaustive list. You should feel free to pull from your own knowledge and experience when designing the activities that will be offered at your PlayStreets event.

This step-by-step framework, when used in concert with the General Recreation Handbook, is a best practice example of how to go about planning structured recreation and fitness activities for your PlayStreets event.

1) Select **ONE TO THREE ACTIVITIES** from each category in the General Recreation Handbook to implement during your PlayStreets event – Use the **ACTIVITY TEMPLATE** within this packet to organize this process (A completed **SAMPLE TEMPLATE** is also included to use as a guide):

- When selecting your activities, try to select those that share similar equipment needs but target different age ranges and skills (across all categories):
 - Target one activity for pre-school ages, one for elementary school ages, and one for older ages within each category as well as family friendly activities, if possible.
 - Target different skills with each activity (i.e. running, jumping, agility, endurance, hand-eye coordination, teamwork, etc.).
 - Ensure that the activities you choose are easily adaptable and able to integrate individuals with physical disabilities.
- When selecting your activities, keep in mind time and space constraints for your given community:
 - Make note of space and time requirements for each of the selected activities as this will help inform activity center groupings and the event schedule.
 - Note that some activities will require an adjacent park or school to accommodate them.

2) Organize **THREE TO FIVE STRUCTURED ACTIVITY CENTERS** that will rotate through a series of scheduled activities throughout the duration of your event – Use the last column in the **ACTIVITY TEMPLATE** to organize this process:

- Group activities that utilize similar equipment and have similar set-up and space requirements in order to minimize transition time between scheduled activities.
- Map out activity centers on a diagram of your selected PlayStreets location to ensure that you have enough space to accommodate all intended activities. A **SAMPLE LAYOUT** of activity centers is attached to this document.

3) Develop a **SCHEDULE OF ACTIVITIES** for each activity center - Use the **SCHEDULING TEMPLATE** within this packet to organize this process:

- When scheduling, make sure to keep the following in mind:
 - Allow time for each activity to be repeated two to four times given the nature of the activity. Due to differences in activity length, the time frame in which each activity is offered will differ.
 - Each activity will require set-up, skill instruction, and transition time (both between activities as well as between rounds of a given activity).
 - Activities should be staggered throughout the day so there is always something going on that will appeal to different age groups and will practice different skills (i.e. all running activities or all preschool activities should not take place during the same time period).
- A **SAMPLE SCHEDULE** of events (General and Detailed) is attached to this document.
- Note that while the schedule is an important step in the planning process, it should still remain flexible enough to be adapted as necessary during the event – Empower your staff and volunteers to make on-the-fly adjustments that will improve the event. Examples of these potential adjustments include:
 - Allowing more time than scheduled for a more popular activity.
 - Switching from a less popular activity before scheduled time is over.
 - Adapting the activity to better match needs of participants, etc.

4) Order or obtain all necessary **EQUIPMENT** for selected activities:

- Using the completed activity template, make a list of all the equipment and materials that you will need for the general recreation activities portion of your PlayStreets event.
- Other PlayStreets partners, local parks, schools or other community-based agencies may partner with your PlayStreets event to provide equipment.
- If you need to purchase equipment and would like help identifying a vendor, contact World Sport Chicago.

5) At the end of each event, **EVALUATE** your selected activities and **ADAPT** for next event:

- Based on staff observation and other data, evaluate each activity based on level of participation and level of participant enjoyment.
- Change schedule and layout to spread out most popular activities, as necessary.