

SUPERVISION OF YOUTH PARTICIPATING IN 4-H PROGRAMS



I. Supervision of Youth Participating in the 4-H Program

A. Policy:

1. At least two appointed 4-H volunteers and/or paid 4-H staff age 21 or older must be present at all 4-H club meetings, field trips and events.
2. All adults must complete and sign the *New Jersey 4-H Event Release/Agreement Form for Adults* (<http://njaes.rutgers.edu/pubs/publication.asp?pid=4H104>) prior to attending an event outside of the regular club setting. It is the responsibility of the 4-H club leader and/or event coordinator to ensure that all adults complete and sign the *New Jersey 4-H Event Release/Agreement Form for Adults* prior to the event.
3. The ratio of adults to youth depends upon the nature of the project or activity and age of youth participating. The minimum ratio of adults to youth is as follows:
 - Youth in Kindergarten to 7th grades – two appointed volunteers for the first twelve youth and an additional adult for up to every additional six youth
 - Youth in 8th to 13th grades – two appointed volunteers for every 20 youth and an additional adult for up to every additional 10 youth

For example:

	2 Appointed Volunteers/ 4-H Staff	And 1 additional adult	And 2 additional adults	And 3 additional adults
K - 7th grade	12 youth	13-18 youth	19-24 youth	25-30 youth
8th - 13th	20 youth	21-30 youth	31-40 youth	41-50 youth

4. It is the responsibility of the 4-H club leader and/or event coordinator to verify member and volunteer status with the County 4-H Office.

II. Supervision of Youth Participating in Overnight 4-H Events

A. Policy:

1. All appointed 4-H volunteers and/or staff serving as chaperones must complete the appropriate training and background check.

NEW JERSEY 4-H PROGRAM POLICY

2. If 4-H staff are not present, at least one appointed 4-H volunteer must be assigned the role of Event Coordinator*.
3. Parents, who are not appointed 4-H volunteers, may supervise their own children, but cannot be responsible for other children.
4. Adults cannot share overnight accommodations with 4-H members unless they are that child's parent.

***Definitions**

Adult- a person who is at least 21 years of age.

Appointed 4-H volunteer- a volunteer who has successfully completed the *New Jersey 4-H Volunteer Appointment Process*. <http://njaesintranet.rutgers.edu/4h/volunteer/>

Event Coordinator- an appointed volunteer, assigned by 4-H staff, to oversee a 4-H event.
<http://njaesintranet.rutgers.edu/4h/volunteer/>