

**SUPERVISION OF YOUTH PARTICIPATING IN 4-H PROGRAMS**



**I. Supervision of Youth in the 4-H Club Setting, Field Trips and Non-Overnight Events**

A. Policy:

1. At least one registered 4-H volunteer must be present at all 4-H club meetings, field trips and non-overnight events.
2. All adults participating in field trips and/or other non-overnight events involving transportation, including paid 4-H staff, registered 4-H volunteers and other adults, must complete and sign the *New Jersey 4-H Event Release/Agreement Form for Adults* prior to attending the event.

B. Recommendations:

1. At least two adults should be present at all 4-H club meetings, field trips and non-overnight events, including the registered 4-H volunteer.
2. 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 recommended is as follows:
  - Youth in 1st to 7th grades – one adult for every six youth
  - Youth in 8th to 13th grades – one adult for every 10 youth

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

A. Policy:

1. At least two adults must be present at all overnight events. If there are no paid 4-H staff present, at least one adult attending must be a registered 4-H volunteer. All adults present, including paid 4-H staff, registered 4-H volunteers, and other adults, have completed and signed the form the *New Jersey 4-H Event Release/Agreement Form for Adults* prior to attending the event.

2. The recommended minimum ratio of adults to youth, including the two adults required to be present is as follows:
  - Youth in 1st to 7th grades – one adult for every six youth
  - Youth in 8th to 13th grades – one adult for every 10 youth

### **III. Determination of Screening Status of Adults Participating in All 4-H Club Meetings, Field Trips, Non-Overnight and Overnight Events**

#### **A. Policy:**

1. It is the responsibility of the 4-H club leader and/or event coordinator to determine the volunteer status of all adults (who are not paid 4-H staff) present at all events. This individual is also responsible for ensuring that all adults complete and sign the *New Jersey 4-H Event Release/Agreement Form for Adults* prior to the event as outlined in Sections I and II above.

#### **B. Recommendations:**

1. If the event has a registration form for adults, the question "Are you a registered 4-H volunteer?" should be included, with a signature line for the county 4-H staff to verify that all information provided on the registration form is true and accurate.
2. The *New Jersey 4-H Event Release/Agreement Form for Adults* should be included as part of the registration materials for all adults attending non-overnight events involving transportations and overnight 4-H events.