

ARKANSAS 4-H CODE OF CONDUCT

MEMBER DISCIPLINE POLICY FOR COUNTY, DISTRICT, STATE, NATIONAL AND INTERNATIONAL EVENTS

Name _____ County _____

In seeking uniformity in the conduct expected at each county, district, regional, state, national and international event, the following guidelines have been developed to become effective on October 1, 2006.

- I. Event Coordinators or designees are encouraged to discuss all rules and regulations governing an event or activity, including the Code of Conduct, with leaders and 4-H members prior to, or at the beginning of, each event or activity.
- II. All 4-H members are expected to be responsive to the reasonable requests of the adults in charge.
- III. Extension personnel may take immediate action to remove a 4-H member from an activity or event and other action as needed, where there is an emergency situation, significant risk of continuing misconduct or the gross misconduct warrants immediate removal of the 4-H member. "Immediate action" may include the assistance of law enforcement if necessary.

When the 4-H member is sent home or removed, parents or legal guardians will be notified immediately. Sending the 4-H member home or removal from the event will be at the parent's or legal guardian's expense and without refund. Immediate removal from the activity or event will be considered temporary discipline. Further disciplinary action will be determined by a Review Board.

Major Offenses

- IV. The following acts of misconduct are considered major offenses that may result in immediate removal from an activity or event pursuant to Section III above.
 - Possession or use of illegal drugs or alcoholic beverages.
 - Theft, misuse or abuse or destruction of public or personal property.
 - Sexual misconduct.
 - Possession of unauthorized weapons or fireworks.
 - Unauthorized absence from the premises of the event.
 - Assault or threatening a person with a weapon or bodily harm.
 - Smoking or using tobacco products.
 - Violating the International Association of Fairs and Expositions National Code of Show Ring Ethics.
- V. When a 4-H member is found to have committed a major offense, he or she will be suspended from participation in county, district, state, regional, national and international 4-H activities for a period of up to 12 months or greater. The disciplinary action will be determined and issued by a Review Board.

Minor Offenses

- VI. The following acts of misconduct are considered minor offenses that may require the 4-H member to appear before a Review Board.
 - Breaking curfew hours or disturbing others. "Curfew" means in own room and not disturbing others. Males and females may not be in the same sleeping room at any time except in rooms reserved for families.
 - Unexcused absence from the activities of the event.
 - Unauthorized use of vehicle during the event.
 - Use of foul or offensive language.
 - Reckless behavior.
 - Visitation by non-registered persons.

- VII. When a 4-H member is found to have committed a minor offense, disciplinary action may range from verbal reprimands to suspension from participating in county, district, state, regional, national and international 4-H activities for up to six (6) months or greater. The disciplinary action may be issued by the Event Coordinator or a Review Board. If the Event Coordinator issues the disciplinary action, the 4-H member may request review of the disciplinary action by a Review Board by making a written request to the County Staff Chair within thirty (30) days from the date of the disciplinary action.
- VIII. Realizing these guidelines are not "all inclusive," the University of Arkansas Cooperative Extension Service reserves the right to make adjustments to these policies.
- IX. NOTIFICATION PROCEDURES: When a 4-H member commits an offense that results in the 4-H member being sent home or being removed from the event/activity, the person in charge of the event will notify the appropriate County Agent, District Director and Assistant Director – 4-H Youth Development. The Assistant Director – 4-H Youth Development will then notify the Associate Vice President of Extension when appropriate.
- X. REVIEW BOARD: The person in charge of the event or delegation will appoint the board at the beginning of the event and will serve as chair. The Review Board will consist of two Extension employees, two adult volunteers and two 4-H members. The Review Board may be convened by the person in charge of the event or delegation, or at the request of an Extension faculty or staff member. The Review Board will make a decision and issue discipline, if any. The Review Board will then notify the Assistant Director – 4-H Youth Development who will affirm or reverse the decision of the Review Board.
- XI. APPEAL PROCEDURES: Appeals from a decision of the Assistant Director – 4 H Youth Development will be directed to the Associate Vice President of Extension whose decision will be final. The written appeal must be filed within thirty (30) days from the decision of the Assistant Director – 4-H Youth Development. The Associate Vice President will issue a final decision within ten (10) days of receiving the appeal.

Signatures (Both signatures are required for participants under 18 years old)

I have read and understand the above "Code of Conduct" and will abide by the expectations described in the Code of Conduct. I understand that if I act inappropriately I will have to accept responsibility for my actions that may result in the consequences listed above.

4-H Member Signature _____ Date _____

I have discussed and reviewed the "Code of Conduct" with my child. I understand that failure to abide by this Code of Conduct may result in the consequences listed above which include no refund. In the event that this code is violated, I agree to come to the 4-H program/event to pick up my child at the request of the adult in charge of the 4-H program/event. I further understand that if I refuse to pick up my child, if I am unavailable, or if I fail to make timely arrangement to retrieve my child, 4-H program event staff may contact law enforcement or social services to provide necessary protection for a child in need of services. I acknowledge responsibility for all fees/charges that may result from said services.

Parent/Guardian's Signature _____ Date _____

Phone numbers where Parent or Guardian may be reached:

(Note: Failure to have this form with the required bona fide signatures above on file in the county Extension office shall be sufficient reason to disqualify a member from further participation in the 4-H program and may result in disciplinary action for the County Extension Agent.)