

SOUTH SIMCOE 4-H POLICY

For All South Simcoe 4-H Association Clubs

The policies listed below have been agreed upon by the South Simcoe 4-H Association Directors.

These policies will be strictly adhered to by all South Simcoe 4-H members, volunteers and leaders to ensure consistency across South Simcoe for all 4-H clubs. If you have any questions about these policies, please call the South Simcoe 4-H Association for clarification.

4-H PROGRAM POLICIES

Our Association adheres to the policies within the 4-H Ontario Policy Manual. All 4-H participants must adhere to the policies within the 4-H Ontario Policy Manual which can be found online at www.4-hontario.ca/volunteers/policies or by contacting the South Simcoe 4-H Association.

- 1) The 4-H program will be open to all youth in South Simcoe who are:
 - a) **4-H Member:** An individual between the ages of 9-21 prior to January 1st of the current calendar year, who have paid their membership fee.
 - b) **Cloverbud Participant:** An individual between the ages of 6-8 prior to January 1st of the current calendar year, who have paid their membership fee.
- 2) 4-H Clubs will be deemed active when the following criteria is met:
 - a) 4-H clubs are required to have a minimum of six (6) eligible members and two consistent and dedicated 4-H Ontario Volunteers in Good Standing involved in club leadership/activities. When only one of the consistent Volunteers in Good Standing is able to be present at a meeting, another Volunteer in Good Standing must be present for the full duration of that club meeting/activity so that the club leadership still consists of at least two Volunteers in Good Standing. The 4-H Ontario policy "Duty of Care" (B-BO-21 under Section 4.1.2) outlines how having two leaders present at all times mitigates the risk to youth and volunteers by providing Duty of Care and adequate supervision.
 - b) At least one of these 4-H Ontario Volunteers in Good Standing must be 22 years of age or older prior to January 1st of that current calendar year.
 - c) The club must be registered in the 4-H Ontario database immediately following the second meeting or after 4 hours of meeting time.
- 3) There must be a minimum of 12 hours of instruction/activity for each project.
- 4) As per 4-H Ontario policy OM-08, a member will complete a 4-H project satisfactorily by:
 - a) participating in at least 2/3 of his/her own club meeting time; and
 - b) completing the project requirements to the satisfaction of the volunteer club leaders; and
 - c) taking part in an Achievement Program. (A participant will be allowed to attend the Achievement Program only if he/she has participated in at least 2/3 of the meeting time of his/her own club prior to the Achievement Program.)
- 5) The 4-H Ontario Participation Agreement must be completed and signed by all 4-H Ontario volunteers and participants (and their parent/guardian if not 18) prior to or at the first meeting of each project. The

volunteer leader must carry these to all 4-H meetings and activities.

- 6) Membership lists for each project must be submitted to the South Simcoe 4-H Association Membership Coordinator no later than the 3rd Friday in May of the current calendar year. Membership lists not submitted may be subject to unsuccessful completion of the project for leaders and members.
- 7) A 4-H club must be locally approved by the South Simcoe 4-H Association, provincially approved or provincially developed.
- 8) 4-H resources are only made available to bona fide 4-H participants.
- 9) 4-H Ontario Resources, Policies and Club material are available online at www.4-hontario.ca or can be obtained by request at the association office. Manuals must be signed out by volunteers and returned to the association office.

COMPETITIVE 4-H CLUBS

The 4-H Ontario Livestock Policy can be found in the 4-H Ontario Policy Manual under 4.2.3 Livestock Policies and more specifically, O-L-01 – 4-H Project Animals.

- 1) South Simcoe 4-H Association policy states that Project Animal Identification Forms (PAIF forms) must be entered into the 4-H Ontario section of Assist Expo by the third (3rd) Friday in May of the current year, in order to qualify for breed awards or participate in inter-county competition or at Provincial Shows. (Inter-county refers to 4-H clubs participating from more than one county/district at designated 4-H events or shows).
- 2) Substitution for livestock clubs – There shall be absolutely no substitution of animals designated on the Project Animal Identification Form for multi-county, regional, provincial and/or national 4-H livestock events.
- 3) 4-H dairy project animals must be born on or after March 1st of the preceding year.
- 4) 4-H beef project animals must be born on or after January 1st of the preceding year.
- 5) The breakdown for marking to complete projects in competitive clubs will be:

Judging	200
Showmanship	200
Exhibit	200
Attendance	200
Total	800

- 6) A 4-H member can make up a 4-H meeting to improve their attendance mark by attending another club's meeting of which they are not a member or at the volunteer leader's discretion. A written report may be required.
- 7) Sickness and Contagious Diseases – When a 4-H project dies, becomes sick, gets ringworm or any other contagious disease prior to a fair, the 4-H'er should contact their leader immediately. If the 4-H'er cannot show their project at their Achievement Day because of the above reasons, they will receive one (1) mark less than the lowest mark of the day in all confirmation classes for their project and they will be allowed to

use another Assist Expo registered 4-H animal for their showmanship mark. They must participate in an Achievement Day in order to complete their club, but the 4-H member will not be able to move onto any multi-county, regional, provincial and/or national 4-H livestock events.

8) Royal Agricultural Winter Fair (RAWF)

- a) RAWF CANADIAN 4-H DAIRY CLASSIC (Dairy) - To qualify to be on the dairy team, a 4-H member must complete a *South Simcoe Classic Entry Form for Dairy and Beef* and as a minimum, participate in a South Simcoe Achievement Day (Barrie, Beeton, or Collingwood) PLUS two additional shows of their choice that have conformation and showmanship results.
- b) RAWF NATIONAL JUNIOR BEEF HEIFER SHOW (Beef) To qualify to be on the beef team, a 4-H member must complete a *South Simcoe Classic Entry Form for Dairy and Beef* and as a minimum, participate in a South Simcoe Achievement Day (Barrie, Beeton, or Collingwood) PLUS two additional shows of their choice that have conformation and showmanship results.
 - i) Leaders who wish to be part of the selection process must attend two full Achievement Days. The rules and guidelines of the RAWF Classic Dairy and Beef Shows will be followed.
 - ii) A South Simcoe 4-H Association director who is not related to any of the dairy or beef team applicants will observe the team selection meeting to ensure all 4-H policies and procedures are being adhered to.

9) MARKING – Achievement day marks for conformation and showmanship classes should have a minimum of 155. This is to be suggested by leaders to the judges at the shows of Barrie, Beeton and Collingwood Fairs. It is strongly suggested that a leader assists the judge in the ring and obtain the marks. In addition, all Judging sheet must be signed by the Judge and brought to Marking Night.

JUDGING COMPETITION

- 1) The South Simcoe 4-H Association will provide a Judging Competition each year. It is mandatory that all competitive livestock clubs attend and all lifeskill club members are encouraged to attend. Members receive their marks at this competition (or at a competition in another county if they are unable to attend South Simcoe's).
- 2) If a 4-H member attends a Judging Competition in another county, they will not be eligible to win any South Simcoe County Judging Competition Awards and they will not be considered for any top overall 4-H member/club awards that use a 4-H member's judging competition mark as criteria for winning the award.
- 3) Age categories for Judging Competition are (You must be this age on January 1st of the current year):

Cloverbud	ages 6-8
Novice	9 and/or First Year Judging Member
Junior	ages 10 to 12
Intermediate	ages 13 to 15
Senior	ages 16 to 21

ACHIEVEMENT PROGRAM (Livestock Competitive and non-competitive Clubs)

1. 4-H achievement programs, if missed, must be made up in order for a 4-H member to be given project completion. If members are not attending their Achievement Day, they have to let their leader know three weeks in advance and they cannot change Achievement Days, if they have asked to go to another one, previously. Members for livestock clubs must make up their Achievement Program at a South Simcoe Inter-Club 4-H Show (Beeton Fair, Barrie Fair or GNE in Collingwood), but will not be able to compete for trophies at this alternate Achievement day.
2. An Achievement Program for non-competitive clubs can be made up in the following ways:
 - a. Participate in the Awards Banquet at the completion of their project;
 - b. At the discretion of their leaders they can do a written or oral presentation; prepare an exhibit, display or video for presentation at a fair, school, library, etc.

RESOLUTIONS

- 1) Written resolutions will be accepted by the membership for discussion at the Annual General Meeting or any other general meeting of the South Simcoe 4-H Association provided that they are received no later than 120 days prior to the Annual or general meeting. The South Simcoe 4-H Association will notify their intent to discuss the resolution(s) received no later than 30 days prior to the Annual General Meeting.

Proposed November 23, 1999

Proof - Dorothy & Sharon - November 30, 2001

Annual Meeting - February 5, 2002

Annual Meeting – January 26, 2006

Annual Meeting – January 25, 2007

Proposed November 11, 2013

Passed at Annual Meeting – January 23, 2014

Proposed December 2, 2019

Reviewed Annual Meeting -January 23, 2020

Passed by Board of Directors – February 10, 2020

APPENDIX
4-H VOLUNTEERS AND LEADERS SCREENING PROCESS
(as per 4-H Ontario Policy 4.1.3 - B-BSR-21 and 5.1 Appendix G)

- 1) Prior to acceptance as a **new** 4-H volunteer (in a Position of Trust) an applicant must complete the 4-H Ontario Volunteer Screening Process. The Volunteer Screening Process involves the following steps:
 - i) Fill out a Volunteer Application Form;
 - ii) When the application is received by 4-H Ontario a package will be e-mailed to the applicant (also referred to as a volunteer candidate);
 - iii) Print the Vulnerable Sector Check letter and attend at your local policy agency to complete a Vulnerable Sector Check;
 - iv) Send a current Vulnerable Sector Check (within 30 days of policy agency stamp) to 4-H Ontario via mail or e-mail (screening@4-hontario.ca);
 - v) Complete an interview and reference check through your local Volunteer Screening Committee. Contact South Simcoe 4-H Association for this;
 - vi) Attend a 4-H Ontario New Volunteer Orientation Session;
 - vii) Complete the Child Protection online training; and
 - viii) When all steps are complete, you will receive an e-mail from 4-H Ontario noting either acceptance or denial as a 4-H volunteer.

- 2) The steps for an existing 4-H volunteer re-engagement are:
 - i) Attend or participate in a re-engagement learning opportunity every two (2) years. This can include local association's AGM, e-symposiums and web-based learning options offered by 4-H Ontario, 4-H Ontario volunteer conference workshops, regional volunteer symposiums and local association requested learning sessions based on topic as determined by the local association.

 - ii) Submit a police check every three (3) years. This is done online and an e-mail from 4-H Ontario will be sent two months in advance of the current policy check expiry.

- 3) A 4-H volunteer:
 - Familiarizes him/her with all aspects of the 4-H program.
 - Agrees to abide by all 4-H Ontario and South Simcoe 4-H Association policies.
 - Signs a Participation Agreement annually.
 - Co-ordinates activities by helping the 4-H members plan and implement meetings and events.
 - Communicates on a regular basis with 4-H members and their parents/guardian.
 - Attends 4-H activities, meetings and achievement programs.
 - Takes a sincere interest in the members and includes them in all club activities.
 - Is active in his/her local 4-H Association.
 - Evaluates the progress of the member, the club, the 4-H program and yourself as a volunteer.