

Return to In-Person Programming Form

This must be submitted to 4-H Ontario a **minimum of 14 working days** in advance of commencing in-person activity. **IMPORTANT: Approval must be received from 4-H Ontario prior to commencement** of club meetings and activities. This is for the health and safety of all 4-H participants.

Please save the form to your device PRIOR to filling it in or your form will be blank when you save it.

Club Name:			
4-H Association:			
Key Contact:	Name:		Phone #
	Full Civic Address:		Email:
4-H Volunteers involved in Club (if there are more involved please add their contact details to a separate page)	Name:		
	Phone #:		
	Email:		
	Name:		
	Phone #:		
	Email:		
Proposed 4-H Activities (i.e. what activities will your club be doing, ie tour, farm visit, club meeting locations and dates, etc.)			

What protocols are in place to ensure health and safety of all participants?

- Signage regarding COVID 19, hand washing, sanitation, bathroom usage, physical distancing available and posted
- Hand washing/hand sanitation facilities/stations
- Physical distancing
- Bathroom/Restroom sanitation plan
- Transportation (to and from event)
- Provision of snacks and beverages

Please outline your process to notify parent/guardian if participant starts to exhibit symptoms at the activity as well as a supervision and isolation plan if this should occur.

Checklist to be completed before submitting form:

- Have you checked public health sites to confirm you are following proper protocols for your region? Please share the website address and date of when you reviewed this information.
Website: _____ Date: _____
- Have plans for the in-person activity been communicated to all 4-H families (parents/guardians) and club volunteers involved (including date, time, location, transportation responsibilities, appropriate attire, PPE, option to opt out of in-person attendance, etc.)?
- How have these plans been communicated (i.e. phone, email, social media)? Please list how plans were communicated _____
- Responses been received from 4-H families acknowledging receipt of this communication
- Attendance and confirmation of signed Assumption of Risk Waivers at in-person meetings/activities will be tracked by the volunteers.

This form must be submitted to 4-H Ontario (Executive Assistant, ea@4-hontario.ca) at minimum 14 working days in advance of initiating the activity. **IMPORTANT: Approval must be received from 4-H Ontario prior to commencement of club meetings and activities.**