

Name \_\_\_\_\_  
Club \_\_\_\_\_

## Sarasota County 4-H Code of Conduct Member Discipline Policy

**SECTION I.** In seeking uniformity in the conduct expected of youth in the 4-H program, the following guidelines have been developed and revised to become effective on March 1, 2003. The guidelines will be reviewed periodically and may be amended or revised.

- All rules and regulations governed by Sarasota County Code of Conduct will be provided to and/or discussed with; leaders, parents/guardians and 4-H members prior to, or at the beginning of, each 4-H year.
- All 4-H members are under the supervision of any Extension worker or adult assigned to an event.
- Decisions to review situations for possible disciplinary action rests with the attending leader/s or adult/s in charge. They will affirm the infraction separately or together.

**SECTION II.** 4-H members, leaders, and parents are expected to abide by county, state, and federal laws at any 4-H sponsored function, or while traveling to or from any 4-H sponsored function. 4-H members, leaders or parents will be required to appear before a review board if accused of the these laws including, but not limited to:

- **Illegal Drugs, Alcohol, Intoxicants Or Drug Paraphernalia**  
Use, possession, or being "under the influence" of any: illegal drugs, alcohol, intoxicants; or possession or furnishing of any drug paraphernalia
- **Sale Of Illegal Drugs, Alcohol, Intoxicants**  
Selling, offering, arranging to sell, negotiating to sell, or furnishing any illegal drugs/alcohol/intoxicants (including "look alike") or possessing quantities of same large enough to indicate a sale.
- **Theft, Misuse Or Abuse Of Public Or Personal Property**
- **Wreckless Endangerment**  
Endangering the health, safety or welfare of yourself or others.
- **Sexual Misconduct Or Harrassment.**  
This can consist of (1) sexual advances; (2) requests for sexual favors; and (3) other verbal or physical conduct of a sexual nature in all 4-H settings. Other forms of sexual harassment include, but are not necessarily limited to, the following:
  - \*Verbal harassment, such as derogatory comment, jokes, or slurs
  - \* Physical harassment, such as unnecessary or offensive touching, impeding, or blocking movement
  - \*Visual harassment, such as derogatory or offensive posters, cards, calendars, cartoons, graffiti, drawings, or gestures
- **Possession of Firearms, Knives, Or Dangerous Objects (not applicable to 4-H Shooting Sports Programs)**  
"Weapons" shall include, but not be limited to: zappers (stun guns), guns, "look-alike" weapons, knives, martial arts tools, razor blades, Mace, pepper spray, or any deemed dangerous by the Review Board.
- **Possessing, Selling, Or Otherwise Furnishing An Illegal Firearm.**
- **Unauthorized Absence From The Premises Of The Event.**
- **Assault Or Personal Harm Or Threat Of Assault Or Personal Harm.**
- **Other Offenses As Warranted.**

If the accused 4-H member, leader or parent is found in violation of the above, they may be permanently expelled, or suspended from participation in all 4-H activities for a period of up to 12 months with a probationary period following suspension during which the 4-Her may not hold office. Second offences from Section II may result in permanent expulsion.

PLEASE COMPLETE BOTH SIDES

**SECTION III.** 4-H members leaders or parents accused of any of the following may be required to appear before the review board:

- Breaking Curfew Or Disturbing The Peace.
- Use Of Abusive Language
- Unexcused Absence From The Activities Of The Event.
- Unauthorized Use Of Vehicles During The Event.
- Use Of Tobacco And Nicotine Products By Members Is Strictly Prohibited At All County 4-H Functions.

If the accused 4-H member, leader or parent is found in violation of the above, he or she may be suspended from participation in all 4-H activities for a period of up to 6 months with a probationary period following suspension during which the 4-Her may not hold office.

**SECTION IV.** Youth charged with a criminal offense may be suspended from the 4-H program until guilt or innocence is determined. A guilty determination could result in permanent expulsion.

**SECTION V.** Realizing these guidelines are not "all inclusive", the Sarasota County Extension Service reserves the right to make adjustments to these policies. Final interpretation of the Code of Conduct is at the discretion of the Sarasota County 4-H Extension Service

**SECTION VI. NOTIFICATION PROCEDURES:** If a 4-H member is accused of being in violation of the Code and is to be sent home, the person in charge of the event will complete an infraction report, notify the parent and the 4-H office.

**SECTION VII. REVIEW BOARD:** The County 4-H Program will appoint a county review board annually. The review board will consist of the following:

- At least one Extension staff member, up to three Volunteer Leaders, and three 4-H members. (The extension staff member shall serve as chairman.)
- The review board will be convened by an Extension faculty or staff member, at the request of the accused 4-H member, leader or parent as soon as possible.
- All procedures will be conducted according to Roberts Rules of Order.

**SECTION VIII. APPEAL PROCEDURE:** If a 4-H member wishes to appeal the decision of the review board, he/she must appeal in writing through their county Extension office. Appeals must be filed within 30 days following notification of punishment. One appeal is allowed. As necessary, the Agent shall appoint an appeal board no later than 15 days following the date of the 4-H member's request. The appeal board shall consist of:

- A County Extension Agent
- Three 4-H members
- Two Volunteer Leaders
- District Director or Associate District Director or representative
- All procedures will be conducted according to Roberts Rules of Order

As a condition of participation in the 4-H program, we agree to be bound by the terms of the 4-H Code of Conduct.

4-H Member Name (PRINT CLEARLY) \_\_\_\_\_  
Last First Middle

4-H Member Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

(Note: Failure to have this form with the two bonafide signatures above on file in the County Extension office shall be sufficient reason to disqualify a member from participation in the 4-H program) Rev 8/07