

4-H

Proficiency Program

A Member's Guide

OVERVIEW

The **Babysitting Proficiency program** helps you learn what you need to know about your 4-H project.

Your project leader will assist you in setting and achieving your goals. Through your project you will acquire an understanding about the responsibilities in babysitting, First Aid techniques, safety procedures as well as hazards to look for. You will also learn about common household poisons, equipment needed for babysitting and many other topics.

There are many resources to help you learn more about your project:

- The *4-H Publications Catalog* lists a variety of project materials and resources recommended for use in your project.
- The *4-H Educational Resources and Lending Library* at your county 4-H office includes other books, videos and reference materials that can be checked out by members and leaders.
- Check to see if there are any Red Cross or Child Care Centers in your area. These groups often conduct educational activities and sponsor events.

There are five levels in the Project Proficiency Program. You may choose how many levels you wish to complete:

- **Level I - “Explorer”**, you begin to learn about the basic responsibilities of babysitting.
- **Level II - “Producer”**, you practice and refine the many skills involved in babysitting, safety and First Aid.
- **Level III - “Consumer”**, you will develop further skills needed for babysitting.
- **Level IV - “Leader”**, allows you to show your own leadership potential.
- **Level V - “Researcher”**, you carry out a demonstration or experiment on some aspect of babysitting, and prepare a paper or portfolio.

As you work through the proficiency program, your leader will date each skill item as you complete it. When all items in a proficiency level are completed, have your leader sign the Proficiency and place the completed form in your record book. You will be awarded your Proficiency Medal at the Annual 4-H Achievement Program.

BABYSITTING

Level I – Explorer

Date _____
Completed _____

- ____ 1. Name three responsibilities of babysitting.
- ____ 2. Name four things Babysitters should always do.
- ____ 3. What equipment should a babysitter have when babysitting?
- ____ 4. Explain these terms: infant, toddler, separation anxiety, teething and gassy.
- ____ 5. List 5 common household poisons. Explain the importance of keeping household poisons out of reach of children, and what to do in case of poisoning.
- ____ 6. Name all of the information you will need from the parents before they leave the child(ren) in your care.
- ____ 7. Share with another person one thing you have learned from this project, that you think is interesting.
- ____ 8. Name 3 common safety problems you should watch for when babysitting.
- ____ 9. Demonstrate the proper First Aid for a choking infant or child, conscious or unconscious.
- ____ 10. Create a write-up of phone numbers and information you need in case of an emergency.
- ____ 11. Name 5 things you should NEVER do when watching a child.
- ____ 12. Explain the need for remaining calm and the information needed during an emergency and demonstrate the proper technique for contacting emergency medical services.
- ____ 13. Explain what you would write and how you would keep records of your babysitting.
- ____ 14. Name some hazards you should be on the lookout for when you enter a room, when watching an infant or toddler.

Member's Name: _____ Date: _____

Project Leader's Signature: _____ Date: _____

KEEP IN YOUR RECORD BOOKS WITH YOUR PROJECT RECORDS

BABYSITTING

Level II – Producer

Date _____
Completed _____

- _____ 1. Demonstrate two First Aid Techniques in front of your project.
- _____ 2. Demonstrate in front of you project or club something you learned in your babysitter's training course.
- _____ 3. Visit a Day Care facility.
- _____ 4. Create a collage with pictures of children sorted by stages of development. (infant, toddler, etc.)
- _____ 5. Visit an Educational supply store.
- _____ 6. Visit you local library.
- _____ 7. Prepare a healthy snack for toddlers and young children.
- _____ 8. Participate in assembling a book of recipes for healthy snacks for toddlers and young children with your project.
- _____ 9. Make a book of songs or poems that you can sing and recite with children while your babysitting.
- _____ 10. Make a book of five games that you can play with children when you're babysitting.
- _____ 11. Explain these abbreviations to your leader: CCC , and ABC.
- _____ 12. What is the first thing you do in an emergency situation?
- _____ 13. What are the basics of basic care?
- _____ 14. What does it mean to be a good role model?
- _____ 15. Participate in a community service/citizenship activity related to your project

Member's Name: _____ Date: _____

Project Leader's Signature: _____ Date: _____

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BABYSITTING

Level III – Consumer

Date _____
Completed _____

- _____ 1. Demonstrate three First Aid techniques in front of your club.
- _____ 2. Demonstrate in front of your project of club three things you learned in your babysitter's training course.
- _____ 3. Make an Egg or Flour Sack Baby.
- _____ 4. Following the instructions and requirements of your project leader, care for your egg/four sack for 1 week.
- _____ 5. Volunteer in a nursery or Day Care.
- _____ 6. Make a song or poem that teaches something (numbers, letters, colors, etc.) to small children, and present it at a club meeting.
- _____ 7. Make an illustration or visual aide to go with your song or poem.
- _____ 8. Keep a portfolio of all the babysitting jobs you have this year.
- _____ 9. Explain to another member of your club, (not in the project) the Three C's.
- _____ 10. Baby-sit for at least one hour.
- _____ 11. What is the #1 duty of a babysitter?
- _____ 12. How much money should you charge?
- _____ 13. What do you do if a child is misbehaving?
- _____ 14. Is it ever okay to handle an open wound without any gloves on?

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Project Leader's Signature: _____ Date: _____

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BABYSITTING

Level IV – Leader

Date _____
Completed _____

- _____ 1. Complete on year as a junior or teen leader for this project.
- _____ 2. Assist at least one member at a lower level proficiency complete their proficiency.
- _____ 3. Prepare a lesson to teach at one of your project meetings.
- _____ 4. Develop a group presentation to present at a club meeting or other organization.
- _____ 5. Choose a topic from your project to speak about at an event other than 4-H.
- _____ 6. Make a log or record showing that you have babysat for at least 5 hours.
- _____ 7. Assist a younger member in learning a topic in this project.
- _____ 8. Develop your own special activity. Track your progress. Show the results at a project meeting when you have completed your activity.
- _____ 9. Prepare and give a speech (talk) or presentation outside of the project group.

Member's Name: _____

Date: _____

Project Leader's Signature: _____

Date: _____

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BABYSITTING

Level V – Researcher

Date _____
Completed _____

_____ 1. When babysitting, try using the different child care techniques. Record which ones worked best and which ones didn't work so well, such as:

- Methods of discipline
- Curing fussy babies
- Choosing what to eat at meal time
- Choosing what activities to do when children cannot agree.
- Anything of your choice.

_____ 2. Prepare a paper of 300 words or more on anything you have learned in this project such as bottle feeding, potty training, or diaper changing. Summarize your paper and orally present it in front of your project or club.

Member's Name: _____

Date: _____

Project Leader's Signature: _____

Date: _____

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Certificate of Achievement

This certifies that

has completed the _____ Proficiency

in _____ County.

Explorer

Producer

Consumer

Leader

Researcher

Date

Date

Date

Date

Date

Leader's Signature

Leader's Signature

Leader's Signature

Leader's Signature

Leader's Signature

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