



## 4-H Parent, Guardian or Adult Participant Code of Conduct

(PAGE RETAINED BY THE 4-H MEMBER AND PARENT/GUARDIAN)

**We appreciate the contributions that parents, guardians and other adult participants offer to the University of California Agriculture and Natural Resources 4-H Youth Development Program (UC ANR 4-H YDP) and the valuable link you provide to the successes of your child(ren) in the 4-H Youth Development Program (YDP). Regarding your participation and engagement with 4-H activities, you have the following rights and responsibilities.**

### Your Responsibilities:

1. Recognize, honor and uphold the responsibility and authority of the statewide and local program staff in setting program priorities, standards and direction.
2. Recognize, support, honor and uphold the responsibility and authority of 4-H adult volunteers in their work with youth to guide program planning, learning objectives and program implementation.
3. Follow all health and safety requirements and guidelines related to statewide program activities, gatherings, projects, etc.
4. Be committed to the mission, program trajectory, core values, educational goals, and quality standards of the statewide program.
5. Respect people (including oneself, other adults, volunteers, program personnel, youth and community members) and property of program participants and community members understanding that 4-H is a youth-driven program and as such, all endeavors are opportunities to learn.
6. Take personal responsibility for the resolution of any interpersonal conflict that may arise, whether with other adults, 4-H adult volunteers, program staff and/or other UC personnel; thereby demonstrating positive conflict resolution skills to all involved. Conflicts with and between youth members will be referred to the 4-H adult volunteer in charge.
7. Prohibit discrimination against or harassment of any person in any statewide program or statewide program activity. Report instances of harassment or discrimination on the basis of a protected class such as race, religion, sex, gender and disability to UC ANR personnel.
8. Understand and acknowledge that UC policy requires anyone who is driving on University business to maintain insurance coverage in at least the following amounts: \$50,000 for personal injury to, or death of, one person; \$100,000 for injury to, or death of, two or more persons in one accident; and \$50,000 for property damage. These limits are commonly referred to as: "50/100/50". These University minimums are higher than the State minimum insurance requirements of 15/30/5. If approved to drive on UC 4-H business, possess a valid California driver's license, ensure that all passengers use seat belts, and carry proof of the minimum automobile liability insurance required by UC.
9. Understand and agree that 4-H members and their families may be held liable for property damage or personal injuries that are caused by their property and should carry insurance. This may include incidents involving tools, equipment, vehicles, animals, etc. Some fairs require insurance. UC does not own or insure 4-H members' or volunteers' animals or personal property.
10. Adhere to and help enforce program policies and procedures referred to in the Policy Handbook (see [4-H Policy Handbook](#)).
11. Follow the [California 4-H Dress Guidelines](#) for yourself and 4-H member(s) for whom you are responsible when attending 4-H activities.

### Your Rights:

1. To be respected by 4-H, adult volunteers, and program personnel.
2. To be informed of any infraction of the Code of Conduct or 4-H Policy that may or does result in corrective action.
3. To make written complaints concerning statewide programs, policies or personnel as described in the Policy Handbook (see [4-H Policy Handbook](#)).

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### The following are prohibited when engaged in any UC ANR 4-H activity:

1. Failure to act in a supportive and cooperative manner with program stakeholders, failure to adhere to the programmatic goals established by the program staff and/or failure to support [UC ANR's Principles of Community](#).
2. Violation of the UC ANR 4-H Parent, Guardian or Adult Participant Code of Conduct.
3. Possession or use of alcohol, tobacco/tobacco products, e-cigarettes, marijuana/marijuana products, illegal drugs and/or other inappropriate materials (or to be under the influence thereof) when involved in 4-H program activities.
4. Use of abusive, obscene, discriminatory or racist language at any program activity including intentionally or unintentionally derogatory comments, slights, questions, jokes, memes, and shame that target individuals or groups on the basis of race, religion, gender, disability or other protected categories.
5. Acting in any manner that impedes, disrupts or prevents the regular course of 4-H program activities or impedes the constructive contribution of others to the 4-H program.
6. Attack or harassment of another person; whether visual, verbal, physical and/or using social media.
7. Be the subject of a criminal investigation or prosecution for a misdemeanor or felony offense.
8. Private, one-on-one interactions with youth members at *any time*, both during program activities and outside of program activities, (other than as approved by the youth member's parent/guardian), or an exceptional circumstance such as an emergency.
9. Behavior that is illegal, unsafe, or contrary to the UC commitment to the highest standards of ethics (see [Regents Policy 1111](#)).

### Consequences:

All UC ANR parents, guardians, and other adult participants shall act in ways that promote and support program goals and do not conflict with statewide program policies and procedures. Infractions of this Parent, Guardian or Adult Participant Code of Conduct should be reported promptly by anyone observing them to program staff. The UCCE County Director may, if necessary, and with guidance from the Statewide Volunteer Coordinator, immediately bar, limit, suspend, or censor the participation of any parent, guardian or adult participant at 4-H YDP activities.

Further, the UCCE County Director may, if necessary in their sole judgment, waive any formal review process and immediately bar, limit, suspend, or censor a parent, guardian or adult participant if it is in the best interest of the program (e.g., a potential threat to public safety, receipt of notice that the parent is the subject of a criminal investigation, and/or other conditions that cannot be remedied with corrective action). In such instances, the decision of the UCCE County Director\* is final.

By receiving this document, I understand that I am expected to abide by the 4-H Parent, Guardian, or Adult Participant Code of Conduct. I understand that my involvement is contingent upon my compliance and that failure to comply may result in being barred, suspended, or censored from 4-H activities.

\*When referring to regional (outside the authority of a single County Director) or state level infractions this authority extends to the Statewide 4-H Director.