

4-H Camp Cloverleaf Parental and Camper Responsibility Form

As a parent, you can expect your child to have a safe and happy camp experience. To facilitate this kind of positive camping environment, it is also important to us that campers, junior counselors, and counselors, behave appropriately at all times. This form is designed to address disciplinary action for inappropriate behavior, as well as the types of inappropriate behavior that may warrant such consequences.

We encourage you to discuss the terms of this form with your child before he/she signs it, so that he/she understands appropriate camping behavior, as well as the consequences of inappropriate camping behavior. Please retain a copy of all forms for your records.

Behavioral Standards for Out-of -County Events

- Participants are expected to participate in all components of the planned program.
- Participants are expected to be responsive to the reasonable requests of the event leader/agent.
- Participants will be respectful of their need for personal safety and the safety of others.
- The possession or use of alcoholic beverages, non-prescription drugs, narcotics, firearms and/or other weapons, tobacco and tobacco products, is strictly prohibited at all times.
- The malicious destruction or theft of personal, state, county, or 4-H property is unacceptable behavior.
- Gambling for money is not permitted.
- Participants will remain at the premises of the program/event at all times unless they have been granted permission to leave by the adults in charge.
- Visitation by non-registered persons is discouraged. The event leader/agent should be notified if guests are expected.
- Participants will leave the premises in as good or better condition than it was upon arrival.

Consequences and Disciplinary Actions

4-H'ers **accused** of any of the following will be required to appear before a review board:

- Possession or use of illegal drugs or alcoholic beverages;
- Theft, misuse, or abuse of public or personal property;
- Sexual misconduct;
- Possession of weapons or fireworks;
- Unauthorized absence from the premises of the event;
- Physical assault.

If the accused 4-H'er is found in violation of the above, his/her parents will be notified; and the 4-H'er will be sent home immediately at the parent's expense and be suspended from participation in district, state, national and international 4-H activities for a period of up to 12 months. **If the 4-H'er is found with illegal substances or participates in other illegal activity, he/she will be subject to legal discipline.**

4-H'ers accused of any of the following may be required to appear before the review board:

- Breaking curfew or disturbing the peace.
- Unexcused absence from the activities of the event.
- Unauthorized use of vehicles during the event.
- Use of abusive language.

If the accused 4-H'er is found in violation of these offenses listed above and receives discipline issued by the review board, his/her parents will be notified, and the 4-H'er may be sent home immediately at the parent's expense and may be suspended from participating in district, state, national, and international 4-H activities for up to six (6) months. **In Miami-Dade County, such misbehavior may also result in ineligibility for camping with the county the following year.**

Realizing these guidelines are not "all inclusive" the Extension Service reserves the right to make adjustments to these policies. A policy for dealing with disciplinary violations should provide a clear opportunity for accused individuals to exercise rights of due process. The procedure shown here was developed by Len Davis, a university attorney for the University of Georgia, for use in that state and has been adapted only slightly for use in Florida.

Notification Procedures

If a 4-H'er is found in violation of the Code and is to be sent home, the person in charge of the event will notify the appropriate County Extension Director/agent responsible.

Review Board

The person in charge of the event will appoint a review board at the beginning of the event. The review board shall consist of the following: at least one Extension worker, up to two volunteer leaders, and three 4-H members (when appropriate). The person in charge of the event, or designee, shall serve as chairperson. The review board may be convened by the person in charge of the event.

Appeal Procedures

If a 4-H'er wishes to appeal the decision of the review board, he/she must appeal in writing through his/her County Extension Office. Appeals must be filed within 30 days following notification of punishment.

As necessary, the Assistant Dean of 4-H shall appoint an appeal board to meet no sooner than 30 days following the date of the 4-H'er's request.

The appeal board shall consist of:

1. A County Extension Agent
2. A Volunteer Leader
3. Three 4-H members (when appropriate)
4. Assistant Dean, 4-H (or designate) chairperson

I/We _____ (Printed Name(s) of Parent or Legal Guardian(s))
have read the above information and understand that I/we am/are ultimately responsible for my/our
child _____ (Printed Name of Youth Participant)
while he/she is at Camp Cloverleaf, in terms of behavior. Further, I have read, understand, and agree
to the following:

**MIAMI-DADE COUNTY 4-H HAS A ZERO-TOLERANCE POLICY, REGARDING VIOLENCE, FIREWORKS,
FIREARMS, KNIVES, OR WEAPONS OF ANY KIND, AS WELL AS ALCOHOL, TOBACCO, AND ILLEGAL
SUBSTANCES, INCLUDING ILLICIT AND NON-PRESCRIBED, PRESCRIPTION DRUGS.**

If, for any reason, my child damages and/or destroys real or personal property while attending camp, including but not limited to defacing property, creating graffiti, damaging cabins or other areas of the camping facility, etc., I understand I will be charged for the cost of cleanup, replacement, and/or repairs.

Further, I understand if my child is involved in a group incident that results in damage and/or destruction to real or personal property, I, along with the parents of the other parties deemed responsible, will share the cost of cleanup, replacement, and/or repairs. In the case of group incidents, a child will be deemed responsible through admission of guilt or the intentional omission of information, subject to verification by 4-H and/or camp staff.

If a group incident occurs, my child is encouraged to notify 4-H and/or camp staff of the parties at fault, regardless of involvement. In addition, he/she may do so confidentially. Information will be subject to verification by 4-H and/or camp staff.

If my child is violent, is **found** to possess contraband, is in breach of any of the zero-tolerance policies, or is conducting himself/herself in a manner deemed inappropriate by 4-H and/or camp staff, I will be notified immediately and must pick up my child at **any time** during the week of camp. **If the 4-H'er is found with illegal substances or participates in other illegal activity, he/she will be subject to legal discipline.**

Campers, junior counselors, and counselors are required to remain in their assigned cabins from lights out until the morning wake-up, in the case of an emergency, or if a child must be escorted to the restroom. Participants are also expected to maintain a high standard with regard to members of the opposite sex.

Rules will be distributed in written form and presented orally at assembly during the beginning of each camp week. When misbehavior is observed, it will be reported to the Agent-in-charge. The Agent-in-charge or his/her designee and a witness will counsel the youth. If an Agent or Volunteer Leader from the camper's county is in attendance, they will be consulted prior to the conference with the youth.

A written record of the misbehavior, of all meetings held, and action taken will be kept by the Agent-in-charge. If disciplinary action is contemplated after counseling the youth, a meeting of the Camp Disciplinary Committee should be called. The youth should be given an opportunity to reply to the accusation and present an explanation and, if available, have another youth or adult give testimony on his/her behalf.

If appropriate, the committee may choose to take the following corrective actions depending on the severity of the misbehavior:

1. **Restitution:** The discipline administered should relate to the misbehavior as closely as possible. Examples: If a child damaged a building or piece of equipment, he/she would assist with repair or pay for repair. When a camper throws food in the cafeteria, appropriate disciplinary action may be for the camper to mop that area. Whatever the action, the safety and health of the camper will be of the utmost importance. Under no circumstances will the camper be subjected to corporal punishment or ordered to participate in an activity that would be detrimental to his/her health (i.e. duck walk), nor will food or canteen privileges be denied.

2. **In-Camp Suspension:** This form of discipline would result in the camper being denied the opportunity to participate in the camping program for a limited time. Supervision will be provided at all times.

3. **Expulsion:** If it is deemed necessary to remove the camper from the camp site, the County Camp Coordinator will contact the camper's 4-H Agent or CED. It is the responsibility of the county extension personnel to notify the camper's parents that the child will be returning home. Responsibility for safe transportation rests with the parent. The camper will be isolated from the group until such transportation arrives. Every effort throughout the process will be made to involve volunteer leaders and Agents in conferences and counseling sessions, to establish positive correctional efforts before resorting to the extreme remedy of expulsion from the camp program. **There will be no fee refund granted to participants who are expelled.**

If, after camp, it is reported and determined that my child has been involved in an incident, has possessed contraband, or has behaved inappropriately while at camp, he/she will **NOT** be allowed to camp with 4-H the following year.

(Signature of Parent or Legal Guardian)

(Date DD/MM/YY)

(Signature of Second Parent or Legal Guardian)

(Date DD/MM/YY)

(Signature of Participant)

(Date DD/MM/YY)



4-H is open to all youth, ages 5 to 18, regardless of race, gender, ethnicity, creed, nationality, or disability.