

West Virginia University Extension Service
4-H Youth Development Program Behavioral Expectations and Code of Conduct

A goal of the West Virginia University Extension Service 4-H Youth Development Program is to provide opportunities for youths and adults to develop character. The 4-H program supports the CHARACTER COUNTS! SM six pillars of character: Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship. To assure that the West Virginia University Extension Service 4-H Youth Development Program provides positive environments for all individuals to learn and grow, participants agree to abide by the following behavior expectations.

- **I will be trustworthy.** I will be worthy of trust, honor, and confidence. I will be a model of integrity by doing the right thing even when the cost is high. I will be honest in all my activities. I will keep my commitments by attending all sessions of the planned event. If I am not feeling well or have a schedule conflict, I will inform my chaperone or the person in charge. I will be in the assigned area (e.g. club meeting room, building, dorm) at all times. The West Virginia University Extension Service 4-H Youth Development Program does not permit dishonesty by lying, cheating, deception, or omission.
- **I will be respectful.** I will show respect, courtesy, and consideration to everyone, including myself, other program participants, and those in authority. I will act and speak respectfully. I will treat program areas, lodging areas, and transportation vehicles with respect. I will not use vulgar or abusive language or cause physical harm. I will appreciate diversity in skill, gender, ethnicity, and ability. The West Virginia University Extension Service 4-H Youth Development Program does not tolerate statements or acts of discrimination or prejudice.
- **I will be responsible.** I will be responsible, accountable, and self-disciplined in the pursuit of excellence. I will live up to high expectations so I can be proud of my work and conduct. I will be on time to all program events. I will be accountable by accepting responsibility for my choices and actions. I will abide by the established program curfew. I will be responsible for any damage, theft, or misconduct in which I participate.
- **I will be fair.** I will be just, fair, and open. I will participate in events fairly by following the rules, not taking advantage of others, and not asking for special exceptions.
- **I will be caring.** I will be caring in my relationships with others. I will be kind and show compassion for others. I will treat others the way I want to be treated. I will show appreciation for the efforts of others. I will help members in my group to have a good experience by striving to include all participants.
- **I will be a good citizen.** I will be a contributing and law-abiding citizen. I will be respectful to the environment and contribute to the greater good. I will not use any illegal substances such as tobacco, alcohol, and drugs.

The West Virginia University Extension Service 4-H Youth Development Program Code of Conduct must be signed by the 4-H member and his or her parent or guardian, and 4-H Adult Volunteers.

CHARACTER COUNTS! SM is a service mark of the CHARACTER COUNTS Coalition, a project of the Josephson Institute of Ethics.

Programs and activities offered by the West Virginia University Extension Service are available to all persons without regard to race, color, sex, disability, religion, age, veteran status, political beliefs, sexual orientation, national origin, and marital or family status.

Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture.
Director, Cooperative Extension Service, West Virginia University.

West Virginia University Extension Service
4-H Youth Development Program Member and Adult Volunteer Code of Conduct

Berkeley County 4-H members and adult volunteers participating in or attending club, Tri County 4-H Camps, Youth Fair, county, regional, state, and national 4-H programs, activities, events, shows, and contests sponsored or co-sponsored for youths or adult volunteers by the West Virginia University Extension Service 4-H Youth Development Program are required to conduct themselves according to the West Virginia University Extension Service 4-H Youth Development Program Behavioral Expectations and the rules and regulations of the specific activity.

Adults attending or participating in 4-H youth activities are expected to conduct themselves according to the West Virginia University Extension Service 4-H Youth Development Program Code of Conduct and to assist and support youths in their efforts to adhere to the code.

The following are not permitted at 4-H sponsored programs, activities, events, shows, or contests:

- Possession, consumption, or distribution of alcohol
- Possession, use, or distribution of illegal drugs
- Possession or use of all tobacco products
- Sexual activity
- Boys in girls' rooms and girls in boys' rooms or lodging areas
- Cheating or misrepresenting project work
- Theft, destruction, or abuse of property
- Violation of an established curfew
- Unauthorized absence from program site
- Physical, verbal, emotional, or mental abuse of others
- Possession or use of a weapon*
- Possession or use of a harmful object with the intent to hurt or intimidate others
- Other conduct deemed inappropriate for the youth development program by an event chair; a designated WVU Extension agent, faculty, or staff member; or a 4-H volunteer leader

If the code is violated, the following steps may be taken:

- The adult chaperone for the youth involved in the violation (Extension agent or 4-H leader) will be made aware of the situation.
- The parent(s) may be called and arrangements made for transportation home at the parent's expense.
- The 4-H'er(s) may be barred from participating in 4-H.
- When a violation occurs at a competitive event, 4-H member(s) may be disqualified from the contest and be ineligible for any award(s). Competition in later contests may also be barred. This will be determined by the event chair; a designated WVU Extension agent, faculty, or staff member; or a 4-H volunteer leader.
- If any laws are violated, the case may be referred to the police.
- All chaperones are responsible for all youths at an event.

Use of the West Virginia University Extension Service 4-H Youth Development Program Code of Conduct:

- To be used for all 4-H program activities and events conducted at the club, county, regional, state, or national level of 4-H programming or are co-sponsored by WVU Extension Service for 4-H youth participants.
- To be used in conjunction with the rules or guidelines for a specific program, county, or area. It should not be used alone, since it is designed to strengthen local or event specific rules.
- To be used in those instances when you usually use usually use a set of rules or guidelines. The length of a program or event is not a determining factor. It may be used for day camps, fairs, day trips, and any 4-H meeting or contest.
- To be used in conjunction with other operative codes or rules. Must be sent or given to youths and their parent(s)/guardian(s) before a program or event.

*This does not refer to the equipment used in authorized shooting sports programs.



**West Virginia University Extension Service
4-H Youth Development Program Member & Adult Volunteer
Code of Conduct Agreement**

4-H Member: My parent(s)/guardian(s) and I have read and discussed the West Virginia University Extension Service 4-H Youth Development Program Behavioral Expectations and the West Virginia University Extension Service 4-H Youth Development Program 4-H Member Code of Conduct.

4-H Adult Volunteer: I have read the West Virginia University Extension Service 4-H Youth Development Program Behavioral Expectations and the West Virginia University Extension Service 4-H Youth Development Program 4-H Member Code of Conduct.

I am aware that my actions and decisions affect me and others and may result in the loss of privileges during 4-H programs and activities and future programs and activities. We agree that I will conduct myself in accordance with the Behavioral Expectations and the Code of Conduct.

In the event that my behavior violates the Behavioral Expectations and Code of Conduct, we understand that I may be sent home at my parent/guardian's expense, forfeit premiums or awards, and forfeit future trips (e.g. exchange trips, camps, state fair, judging events). If I do not meet due dates for registrations or fail to complete project requirements we understand we will be denied participation for failure to comply with 4-H event requirements. We agree to accept the appropriate and logical consequences of my actions.

4-H Members Responsibility to Complete and Meet Due Dates.

I understand it is my responsibility as a 4-H member to complete my project requirements on time. This includes my project book requirement which are due to my club leader on or before the June club meeting. If I am enrolled in a 4-H Animal Project it is my responsibility to complete the animal guide, check in my market livestock and/or register other livestock as scheduled by fair officials to exhibit at the Berkeley County Youth Fair.

If I miss the check in, registration due date, or do not have my project book completed on time I understand I will not exhibit at the Berkeley County Youth Fair and will complete my project at the club level.

Due dates and registration forms will be posted to the Berkeley County Extension and Berkeley County Youth Fair web sites in a timely manner. Access is available through the Berkeley County School web site (click on the clover) or by clicking on <http://www.berkeleyextension.com> or <http://www.berkeleycountyyouthfair.org> . If I have questions I need to ask my leader or 4-H agent.

Questions on this policy are to be directed to the 4-H Agent.

Signature of 4-H Member or Adult Volunteer Leader

Date

Signature of parent or guardian

Date

(Both signatures are required for 4-H members under 18 years of age.)

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