

ANR Cooperative Extension Risk Assessment Best Practices

4-H – Youth Injury Prevention and Safety

A. Injury Prevention

1. Maintain safe youth/adult ratios
2. Have staff with medical training at large/overnight events (e.g., nurses, EMTs, etc.)
3. Provide food safety trainings
4. Require appropriate safety equipment (e.g., helmets)
5. Discuss 4-H safety statement at leader orientation
6. When planning programming activities, make sure safety risks can be adequately addressed
7. Ensure only trained/oriented volunteers/staff manage events/activities
8. Communicate more regularly that “safety is our first concern”
9. Provide more opportunities to staff and volunteers for basic first aid training; require certification of camp/activity managers and leaders
10. Train volunteers and staff on the warning signs of violent behavior
11. Provide more consistent supervision and feedback for volunteers regarding safety practices
12. Create mechanism for dealing with unusual safety issues (e.g., the camp that is experiencing an infestation of rattlesnakes)
13. Develop a simple, user friendly safety awareness statement in a brochure format
14. Develop a clear policy regarding safety and injury prevention
15. Develop risk assessment process so that risks are clearly identified and proper controls put in place

B. Insurance and Legal Issues

1. Implement statewide risk assessment process (part of new 4-H Mission and Direction)
2. Require youth and adult participants to sign an all-inclusive waiver
3. Require insurance for all participants
4. Clearly identify liability for volunteers
5. Provide “Risk” brochure regarding liability with clearly stated policy
6. Perform thorough analysis of insurance claims at state and county levels to identify types of activities leading to injuries