**Creating Safe Places & Spaces**

**Welcome & Introductions**

**Goal: Review UC 4-H YDP safety policies and best practices for maintaining safety**

**Roles of 4-H Adult Volunteers:**

* **Protecting youth**
* Supervision of members
* Supervision in vehicles
* Supervision and late parents
* Restroom breaks
* Scenarios
* **Voluntarily reporting child abuse and neglect**
* *Child Safety Information for 4-H Volunteers* brochure
* Definition of child abuse
* Recognizing child abuse
* How to respond to a child who discloses abuse
* Reporting suspected child abuse
* Online training for 4-H adult volunteers: <http://ucanr.edu/sites/SafeSpaces/>
* **Integrating safety into projects, meetings, and activities**
* *4-H Safety Manual:* <http://safety.ucanr.org/files/3067.pdf>
* *Clover Safe Notes by Project Area*:

<http://safety.ucanr.org/4-H_Resources/Clover_Safe_Notes_by_Project_Area/>

* *Project Safety Risk Plan:* <http://safety.ucanr.org/4-H_Resources/>
* *Holding and Attending 4-H Meetings in Private Residences* – Clover Safe Note #15
* *Meeting Space Safety Checklist* – Clover Safe Note #28
* Facility Use Agreements and UC Certificates of Insurance – Contact the 4-H Office

* Food Safety Education: <http://safety.ucanr.org/Programs/Food_Safety_Education/>
* Guidelines and permits for selling baked goods, BBQ & other food fundraisers – refer to County of Santa Barbara Environmental Health Dept. website: <http://www.countyofsb.org/phd/environmentalhealth.aspx?id=41773>
* E-mail and social media communication
* *4-H Guidelines for Social Media:* <http://www.ca4h.org/files/133821.docx>
* **Responding to emergencies**
* *Medical Release & Health History* form
* Incident reporting procedures: <http://4h.ucanr.edu/files/20087.pdf>
* *CA 4-H Accident/Sickness Insurance Program* brochure
* **Understanding UC 4-H YDP safety policies**
* *California 4-H Policy Handbook Chapter 11 Health and Safety*: [*http://4h.ucanr.edu/Administration/Policies/Chapter11/*](http://4h.ucanr.edu/Administration/Policies/Chapter11/)
* Questions: Contact the UC Cooperative Extension Santa Barbara County Office:

Sherry Mills, 4-H Program Representative 805-893-3409 smmills@ucanr.edu