

## 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/](http://safety.ucanr.org/4-H_Resources/Clover_Safe_Notes_by_Project_Area/)
  - *Project Safety Risk Plan*: [http://safety.ucanr.org/4-H\\_Resources/](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/](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/>
  - Questions: Contact the UC Cooperative Extension Santa Barbara County Office:  
Sherry Mills, 4-H Program Representative 805-893-3409 [smmills@ucanr.edu](mailto:smmills@ucanr.edu)