



4-H in Canada - Activity Plan

For additional information on 4-H in Canada Youth Safety planning and procedures, please visit: <https://4-h-canada.ca/youth-safety>.

Event / Program Name: 4-H Beef or Sheep Club Achievement Day	
Type of event: Achievement day	
Start date/time: 27-May-2021 08:00 AM	Number of nights: 0
End date/time: 27-May-2021 05:00 PM	
Province: 4-H Alberta	Area/County/Region: XYZ
Club(s) Attending: XYZ 4-H Club	
<p>Overview of event/program: Club has 38 members – 12 jr, 8 int, 6 sr, 12 CK. 17 families. 38 members + 34 parents (includes all leaders but 1), 1 additional leader, 2 judges, 1 ringman, 1 announcer/ribbon presenter = 77 people. As a result, the decision has been made to have the CK show first in the morning to reduce the number of people present at any given time. An attendance sheet will be kept for each show with notes of those who stay to sanitize between.</p> <p>Cleaver Kid families will arrive between 8:00 and 8:30. (12 members + 12 parents + 1 judge + 1 ringman + 1 announcer) Animals will be taken into the barn and stalled by family group, with 3 metres between families. Show will start at 9:00 after the pledge is recited. Cleaver Kids will show their animals in 2 classes of 6 members. They will be allowed to have a parent in the ring with them for safety. All Cleavers will receive participation ribbons and are take animals out of the barn and go home when CK show is done.</p> <p>Barn will be cleared and sanitized. Beginning at 10:30 all other families will start to arrive. Trailers will be backed up to the scale, animals will be unloaded, weighed, and proceed into barn for stalling. Stalling will be in family groups, with 3 meters between families. Stalling will allow space for one grooming chute per family. All should be in the barn by 11:30. Rules and emergency procedures will be covered. (26 members + 29 parents/ldrs + 1 leader + 2 judges, 1 ringman + 1 announcer)</p> <p>No wash rack access – animals are to arrive clean.</p> <p>At 12:30 pledge will be recited, judges introduced and show will begin. (26 members + 30 parents + 1 leader + 2 judges + 1 announcer/ribbon presenter = 60 people) 2 parents, in shifts, will act as door keepers for attendance keeping, and to ensure that no outside parties enter the barn. 2 parents, in shifts will act as gate keepers for the show ring – one ‘in’ gate and one ‘out’ gate.</p> <p>2 classes of juniors (6/class) 1 junior champion class (4) 2 classes of intermediates (4/class) 1 intermediate champion class (4) 1 class of seniors (6) Overall champion class (6 – top 2 from each age group) Showmanship and grooming will be judged simultaneously with confirmation.</p>	

Port-a-potties are the only available bathrooms. A hand wash station will be set up and sanitizer will be available as well. All will be cleaned and sanitized every hour. All doors to the building will either be locked for outside entry, or manned by volunteers to restrict access. All doors will be signed that it is a closed event.

Masks must be worn by all in attendance at all times. Sanitizer will be available at the port-a-potties, at the door, and at the announcer table.

Location(s):

Anytown community ag barn

Activity Type: Animals & Agriculture

Planned Activities: Beef (or Sheep)

Youth need to bring:

Animal

All equipment and feed needed for their project animal throughout the day, including pails and hoses for water

Mask(s)

Appropriate show clothing and footwear

Own food for the day

Program Supervision

Number of supervisors: 6	Number of youth expected: 12 and 26
Overall adult : youth ratio: 1 : 2 and 1 : 4.34	Age of youth: 6-8 yrs, 9+, 15+
Ratio complies with policy: Yes	First aider: J. Smith and D. Rhodes
Names of supervisors: J. Smith (TL) M. Smith (TL) T. Jones (TL) R. Jones (TL) L. Page (TL) D. Rhodes (TL) + up to 34 parent volunteers	

Youth Safety

Describe supervision plan throughout the event/program: Leaders will all be in the barn, circulating as well as assisting their own children, throughout the show. Each member will also have at least one parent present at the show ring while showing. The leader without a child in the club will act as a gate person through the show to ensure that rules and safety are followed in the ring. All families will have at least one parent in attendance throughout the day.	
4-H Organized Transportation: No	
Details:	
4-H Organized Overnight Accommodations: No	Type of accommodations:
Details:	

Risk Management

Risk assessment of activities:

beef – calf getting away; being stepped on, knocked over, or pushed into rail: safety has been taught throughout the year to minimize risk, parent will be allowed in the ring with member if safety risk appears high or member is uncomfortable on own

sheep – lamb getting away; being stepped on, knocked over, or pushed into rail: safety has been taught throughout the year to minimize risk, parent will be allowed in the ring with member if safety risk appears high or member is uncomfortable on own

grounds - tripping (uneven ground): members will be cautioned to pay attention and not run around animals and vehicle lanes

vehicle traffic - signs posted to keep speed under 20 km/hr on grounds; leaders will be directing traffic as families arrive, members will be told as they arrive to watch for traffic and moving horses, families will be cautioned as well

Emergency response plan:

911 if emergency is serious. Ambulance and hospital are 25 minutes away.

First aid will be administered on site if possible. First aider will be ringside throughout the show in case of an accident in the ring, and easy to find if incident somewhere else in the barn.

Are you using any third-party service providers or vendors: No	Is a certificate of insurance required?: No
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Budget

Budget for the event / program has been approved by the organizing club or regional council: Yes

Member costs have been communicated to families prior to event / program registration: Not Applicable
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Funders and supporters will be acknowledged and required reporting completed: Yes
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Activity Leaders

Organizer

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| <ul style="list-style-type: none">● All youth have completed event/program registration following provincial guidelines: Yes |
| <ul style="list-style-type: none">● Health and emergency contact information will be on hand during the event for all youth and adult in attendance: Yes |
| <ul style="list-style-type: none">● Leader contact information, and program, transportation, and accommodation plans will be shared with youth and guardians: Yes |
| <ul style="list-style-type: none">● The program/event has been planned to comply with 4-H in Canada Youth Safety policies: Yes |
| <ul style="list-style-type: none">● The program/event has been planned to comply with Public Health Policies: Yes |

Signature of Organizer: J. Smith

Date: 03-May-2021 12:08 PM (EDT)

Admin Details Only

Case Number: 2021-05-00000077

Activity Plan Review Date: May 3, 2021

Activity Plan Approval Status: approved
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