

Adams County 4-H Shooting Sports
RISK MANAGEMENT PLAN
and Program Guidelines

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Web page: <http://www.uwex.edu/ces/cty/adams/index.html>



Introduction

Our risk management plan has been incorporated with the Adams County 4-H Shooting Sports program guidelines. It is intended to provide an overview on policy and procedure for our leaders and members. The items listed below a topic are not listed in any particular order and are repeated in other sections as a reminder or for clarification purposes. The risk management plan and program guidelines are revised as needed.

Understanding Risk

4-H volunteer leaders are responsible for the welfare of the 4-H members under their supervision. Risk management is the effective and efficient use of human and material resources to minimize actual or potential damage, harm, or negative affects.

4-H Instructors and 4-H volunteer leaders should use *due care* in identifying the potential problems beforehand, predicating the consequences and trying to prevent them from happening. You will find yourself in a *last clear chance* situation where responsibility lies with the person who had the final opportunity to prevent or minimize the effects of an accident.

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II. Mission

Our Mission

Thank you for visiting the Adams County, WI 4-H Shooting Sports website. We are dedicated to teaching firearm/archery safety and responsibility along with wildlife ecology to all, while allowing kids to experience the fun and excitement of shooting sports and the outdoors.

The goal of the 4-H Shooting Sports project is to promote youth development by instilling safe habits, self-discipline, teamwork, and knowledge in a safe, family-oriented, and encouraging environment. Shooting disciplines that are taught to 4-H member's ages 8 (and 3rd grade) to 19 include: archery, air rifle, shotgun, and wildlife ecology. 4-H members must be 12 years old and have completed the DNR WI Hunter Safety Program and received their Hunter Safety Certificate before participating in a powder burning but not limited to shot guns . . . program.

Our Philosophy

The Adams County Shooting Sports Committee strongly believes that the following philosophy be adopted by all leaders involved in 4-H Shooting Sports.

WE BELIEVE: Human Growth and development is the primary goal of the 4-H shooting sports program.

WE BELIEVE: Shooting Sports is an outstanding way to provide human growth and development opportunities.

WE BELIEVE: Introducing safe and responsible use of firearms and archery equipment opens valuable vocational and life-long recreational education

- *Competition can teach many valuable lessons; however competitive shooting at the local, district, state, or even national level is **NOT** the primary goal of the 4-H Shooting Sports Program.*
- *Shooting Sports is part of the overall "Naturespace" program. Thus all Shooting Sports projects should incorporate aspects of ecological thinking, wildlife and conservation found in "4-H Naturespace."*
- *Shooting Sports is an active, exciting, fun way to promote all of the basic goals of 4-H. It has tremendous potential for family involvement and personal growth.*

The safe use of firearms and archery equipment is paramount.

About Us

Our program is a county-wide 4-H project run by our county-wide team of certified 4-H shooting sports leaders. Our trained adult volunteer leaders have undergone state or nationally-recognized certification in their respective shooting disciplines. All of the disciplines are taught using materials prepared by the [National 4-H Shooting Sports Foundation](#). Also, 4-H youth leaders are sharing their skills with everyone.

Participation

In order to participate in the Adams County 4-H Shooting Sports Program, you must be between the ages of 8 (and 3rd grade) and 19 and be a member of a local community 4-H club in your area. To find a club near you, check with the University of Wisconsin Extension - Adams County 4-H website at <http://www.uwex.edu/ces/cty/adams/index.html>. Also, 4-H shooting sports members can compete at county, state, and national 4-H shooting and wildlife ecology events. See the website for details.

If you are over 18 and wish to be an adult volunteer leader or project leader, find more information on the WI State 4-H Shooting Sports web site at www.uwex.edu/ces/4h/onlinpro/shooting/index.cfm

III. Volunteer Leaders Certification and Training

A. Policy

1. The Adams County 4-H Shooting Sports program is governed by the Wisconsin 4-H Shooting Sports Policy and additional guidelines adopted by the Adams Co. 4-H Shooting Sports program. **See attached state policy.**
2. Adams County 4-H Shooting Sports Leaders teach all youth. Requests for reasonable accommodations for disabilities or limitations should be made prior to participation in the shooting sports project. These project members may not be participating in the same way as other youth members.
3. Leaders must complete the required “Volunteer Behavior Expectations” form annually.

B. Training and Certification

1. A 4-H certified leader must have successfully completed the state level 4-H Leader Training Shooting Sports Certification Workshop in the discipline in which they are leading.
2. Shooting sports leaders must adhere to the volunteer role description and program objectives as determined by the WI State 4-H Shooting Sports Program and the Adams County 4-H Shooting Sports Program.
3. Leaders must successfully complete the county 4-H Youth protection program.
 - a. Volunteers are trained through the youth protection program to reports suspicious persons. See the “Volunteer Expectation Agreement”. This agreement must be completed annually.
4. Leaders will receive a copy (revised as needed) of the Adams County 4-H Shooting Sports “Risk Management Plan and Program Guidelines” and they should keep it on file.
5. Certified leaders will participate in on going training, and should maintain adequate documentation to support the training they have received.
6. National Archery Association, National Field Archery Association, The National Rifle Association certifications and other certifications are recommended for all leaders.
7. Additional DNR training is encouraged, especially being involved with the hunter safety classes.
8. All leaders are encouraged to participate in wildlife ecology/hunting activities as part of the program.

C. Age / Recruitment / Experience

1. Any adult 18 years of age or older, who has a desire to work with youth, may take training to become certified in a specific discipline See attached “WI 4-H Shooting Sports Policy”.
2. 4-H volunteer leaders must complete an enrollment forma and take the 4-H Orientation & Youth Protection training.
3. When deemed necessary, a certified leader may designate an assistant on a “one-time” basis. The first choice is someone who is already a 4-H project leader, then a qualified parent. That person must be in the presence of a certified leader.
4. 4-H youth leader or youth assistant must be in the presence of a certified leader at all times when assisting in the program.

D. Adult / Youth Ratios

1. It is recommended that a shooting sports leader may have up to 8 experienced youth or 3 inexperienced youth under their supervision at shooting events. Youth with limited skills may require one-on-one assistance.
2. A minimum of two 4-H Volunteers with one being certified in Shooting Sports must be at all events.
3. Two leaders or one leader and one adult should remain on meeting premises until every youth has been picked up.
4. Shooting sports leaders, or parents/guardian, or designated adult must accompany youth in competition events outside of Adams County.

E. Expectations / Wildlife Connections

1. Leaders are expected to participate in 4-H Shooting Sports sponsored meetings / activities on a regular basis to provide continuous quality programs.
2. Before touching a youth to change shooting positions (EXCEPT in an emergency), ask for their permission first and explain what you are doing. Respect their decision with regard for safety.
3. Leaders should help other leaders, project members, and their families have a pleasant 4-H experience by answering questions and including them in activities.
4. Leaders are expected to work with youth who have disabilities or limitations.
5. Leaders will utilize, maintain, and retain written lesson plans for all activities.
6. Leaders will promote sportsmanship, range etiquette, and proper hunting ethics.
7. Leaders are expected to include wildlife ecology/conservation activities in all shooting sports disciplines.
8. A shooting sports leader will be removed from the program if not compliant with the program policies and objectives.
9. A leader will be removed if that leader displays unsafe actions or uses undesirable language or improperly groomed or improperly dressed.
10. Participation in competition should be promoted; however, it is not the main emphasis of the program.
11. Leaders should encourage youth to maintain records: project record sheets, shooting Logs, and wildlife ecology/hunting logs. They should encourage youth to make fair fair projects as part of the shooting sports program.
12. Encourage 4-H alumni participation in and support of 4-H shooting sports.
13. Shooting sports leaders are expected to review and be aware of the details of the Adams County Risk Management Plan and Program Guidelines.

IV. Youth Participation

- A.** The Adams County 4-H Shooting Sports Program is available to youth from third grade (and 8 years of age at the time of participation) through the year following high school.
- B.** Youth may participate in a 4-H shooting sports program only when a certified leader is present and supervising the activity.
- C.** Participation in competition is not the main emphasis of the program.
- D.** Requests for reasonable accommodations for disabilities or limitations should be made prior to participation in the shooting sports project. These project members may not be participating in the same way as the other youth members.
- E.** Participants may not handle any equipment until the safety rules and procedures have been reviewed and demonstrated.
- F.** Youth leadership is encouraged in each discipline and each youth leader should receive the Youth Leader Expectation Guidelines. See attachment.
- G.** Youth demonstrating leadership skills in the project may become youth leaders at 10 years of age through one year after high school.

- H. Youth leaders may assist the shooting sports program in activities as approved by the leader. They must attend shooting sports youth leader training/meetings and activities.
- I. Youth Leaders are encouraged to utilize and display their activity projects in class and at the fair.

V. Insurance, Liabilities, Waivers, and Transportation

A. Waivers

1. Youth and parents/guardian reads and signs the “Waiver and Shooting Sports Code of Conduct” form acknowledging that they have reviewed the safety rules, range etiquette and policies. This is done each year before shooting. Typically this is done with a shooting sports leader at the Shooting Sports Family Orientation Meeting.
2. Waivers, Code of Conduct, and Consent of Parents Medical Treatment Forms are confidential and kept on file; copies are present at all shooting events.
3. Shooting sports project members are also required to complete the “Adams County Youth Behavior Agreement” form when enrolling or re-enrolling each year in 4-H. The 4-H Executive Leader’s Board action prevails.
4. **LEADER REMINDER: Gross negligence may not be waived.**
5. See attached copy of waiver / Code of Conduct form .

B. Health History / Parental Permission

1. Parents/guardian and youth must complete and turn in the “Consent of Parents medical Treatment Form” before shooting. Medical record information must be kept confidential at all times.
2. Forms are confidential and are kept on file and copies are present at all shooting events.
3. Parents / guardians assume all responsibility for lack of or incomplete information on the medical treatment form.
4. See attached copy of medical consent form.

C. Accident and Health Insurance

1. Accident and Health insurance is primarily that of the parent/guardian as stated in the “Consent of Parents/Guardian Medical Treatment Form” and Waiver.
2. The 4-H insurance provides limited accidental coverage.

D. Liability

1. Supervision of the 4-H shooting sports program is under the direction of the UW - Extension service and all participants are responsible for their conduct to the UW - Extension personnel, to 4-H volunteers leaders, and to other authorized persons supervising a part of the program.
2. Shooting sports volunteer leaders will evaluate each activity for potential risks and hazards and 4-H Shooting Sports Leaders will do all in their power to provide safe experiences in the shooting sports program.
3. Before touching a youth to change shooting positions (EXCEPT in an emergency), ask for their permission first and explain what you are doing. Respect their decision with regard for safety.
4. Members must be made aware of safety rules and procedures and acknowledge that they understand them. SAFETY RULES MUST BE POSTED at ALL SHOOTING EVENTS.
5. Leaders must keep accurate records of meetings: 4-H shooting sports members must sign-in at every meeting and sign-in sheets are kept on permanent file. Shooting sports leaders must be listed on the sign-in sheets.

6. No insurance or signed statement can absolve volunteer leaders from liability for negligence.
7. If an accident occurs: follow state laws.
8. Complete the incident report with proper signatures and follow incident report procedures.
9. Donors of supplies and equipment are not liable for accidents and injuries as a result of their donation.
10. Written lesson plans are used for activities and will be retained.

E. Insurance

1. Adult leaders enrolled in 4-H are covered by Adams County volunteer insurance.
2. Youth enrolled in 4-H are covered by Adams County 4-H insurance.
3. Homeowners insurance will be considered primary for personal equipment coverage. Shooting sports members must assume the responsibility for the loss or damage of their own equipment. 4-H is not responsible for loss or damage to personal equipment. Person's name must be on all personal equipment.
4. Special events insurance is used on a "one-time" basis for certain activities when non-4-H members may be participating or attending the activity.
5. Other youth groups must have adequate insurance when jointly sharing a 4-H activity, otherwise, special events insurance will be required at the cost to the youth group.
6. The shooting sports program will provide proof of insurance when needed and request proof of insurance as needed.
7. Updated inventory listing of equipment and pictures as needed will be available and provided annually to the extension office.
8. 4-H equipment is covered by the Adams County 4-H insurance.
9. Leaders must complete the incident report along with proper signatures.

F. Transportation

1. When transporting youth (with parental permission), Shooting Sports Leaders must operate motor vehicles and other equipment in a safe and reliable manner and only with a valid operator's license and the legally required insurance. Leaders will comply with all motor vehicle-related state regulations and laws. All transported youth will be secured by a properly operating seat belt.

G. Leases

1. Leases for equipment or use of other facilities must be approved through the County shooting sports committee and the extension staff. No individual is to enter into a lease without approval of committee and/or extension staff.

VI. Emergency, Safety, First Aid, and Weather Procedures

A. Emergency procedures

1. Information from the "Consent of Parents/guardian Medical Care Treatment Form" will be available for emergency use at every event.
2. In the event that an accident or illness occurs requiring transport to an emergency room, the nearest certified person shall notify the Emergency Medical System (EMS) **Call: 911**. The 4-H Extension Youth Development Agent is notified as soon as possible. All press releases shall come through the extension office.
3. Parental notification will take place as soon as possible however if the participant is in a life threatening situation, transport to the nearest emergency treatment facility will be the priority.

4. Emergency exit routes are pre-determined and marked.

B. First Aid

1. A first aid kit will be present at all events.
2. It is recommended that all certified instructors be familiar or trained in first aid.
3. A leader/volunteer will be designated as the first aid attendant at each event.
4. Leaders must complete the incident report along with proper signatures and witnesses.

C. Safety

1. Safety rules must be posted at all shooting events. (see attached)
2. Whistle commands are used for archery and the typical verbal firearm commands are used for air rifle and shotgun activities
3. Leaders will provide regular inspection of equipment.
4. A volunteer 4-H Shooting Sports Leader will be designated as range commander/ range officer who ensures that all the safety rules are properly followed.
5. In air rifle and shotgun activities all participants must wear safety glasses. When using air rifle or air pistol inside all persons behind the line should wear eye protection.
6. Hearing protection and safety glasses are required for .22, shotgun, and muzzle loading.
7. 4-H shooting sports members have acknowledged they understand the safety rules by signing the waiver.
8. Participants will not handle any equipment until safety rules and procedures have been reviewed and demonstrated in the beginning of the program.
9. All leaders on the line must be identified.
10. As a safety issue youth participants in the shotgun program are not allowed to exchange reloaded ammunition during program activities.

D. Weather

1. 4-H shooting sports members are reminded to call leaders when a cancellation is probable. Weather change may terminate or cancel an event.
2. It is always recommended that youth stay home in undesirable weather and make up classes at a later date.
3. Outdoors activities: if severe weather warnings exist move all participants to safe appropriate locations until conditions improve. Once lightening is noted the event will cease until conditions improve.
4. Utilize pre-determined activity plans when weather changes occur.

VII. Equipment

A. Equipment Use

1. All equipment (related to archery, air rifle, rifle, shotgun, and wildlife ecology) is owned and maintained by the Adams County 4-H Shooting Sports Program and is labeled accordingly. ** In archery, cross bows, foot bows or similar equipment are not permitted.
2. Equipment is used by 4-H members and leaders during classes and other shooting events as determined by the leaders.
3. A 4-H project member may use 4-H equipment for demonstration purposes or competition. The parents and the 4-H youth must sign the Equipment Use form for this equipment and return the equipment in a timely manor. See attached copy. The family homeowner's insurance is responsible for the equipment.

4. 4-H equipment can be used by other youth groups, including Hunter Safety Group when jointly sharing that activity with 4-H and a certified shooting sports leader is present.
5. Equipment and supplies fees will be charged to participants using 4-H equipment.(exceptions will be determined by the County Shooting Sports Coordinator & Co-Coordinator and will be kept confidential)
6. Supply/book/handout fees will be charged to participants using 4-H equipment.(exceptions will be determined by the County Shooting Sports coordinator & Co-Coordinator and will be kept confidential) Fund-raisers may be established to meet program needs.
7. Updated inventory listing of equipment will be available and provided annually to the Extension Office.
8. Youth using their own equipment must have their equipment inspected by a certified shooting sports leader. ** In archery, cross bows, foot bows or similar equipment are not permitted in this program.
9. It is recommended that youth put their name on their equipment and materials.

B. Equipment Checks

1. Equipment is inspected by the certified leader as deemed necessary.
2. Damaged equipment is repaired or disposed of properly.

C. Handling and Storage

1. Handling and storage of equipment at a secure location will be at the discretion of the extension staff and shooting sports coordinators.
2. All 4-H shooting sports property must be signed out using the Equipment Use form and returned in a timely manor.

D. Transportation

1. Equipment will be transported under state required guidelines.

VIII. Facility

A. Safety Inspection

1. Safety inspection of facility must be done prior to and after each event. Anything that may pose a safety hazard must be reported to the building manager and corrected. Items to be aware of are lose tile, sharp corners, raised nails, slippery conditions of snow/ice, frayed wire, obstruction down range and beyond, safety zones left and right and beyond. Adequate lighting or visibility is required.

B. Shooting Range and Fieldtrips

1. Post safety rules and review at every shooting event. (See attached)
2. Whistle commands (they are listed on the Archery safety rules) must be used for archery. Verbal commands are used for other shooting disciplines (air rifle, shotgun).
3. Safety glasses are required for participating shooting sports 4-H members in air rifle, pistol, rifle, muzzle loading and Shotgun and all persons behind the firing line should wear eye protection also.
4. Hearing protection is required for .22, shotgun, and muzzle loading.
5. All leaders on the line must wear recognizable safety vests.
6. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Requests must be made in writing to the shooting sports coordinator at the Extension Office.
7. The Range Commander / Range Officer is appointed for each event and is easily recognized as in charge of the activity.
8. All ranges should have a marked-off “waiting line” for shooters.

9. See the Adams County 4-H Shooting Sports “Archery Project Book” for more details on shooting procedures.

C. Insurance

1. No facility will be used for 4-H shooting sports unless adequate insurance has been secured to protect both the property owner, and staff. It will be the job of the contact individual to assure there will be no disputes of this matter and all is in order to protect those involved.

D. Leases

1. No one individual shall enter into a lease for a facility. All leases must be reviewed and approved by the shooting sports committee, coordinators and/or the extension agent.

IX. Communication / Documentation / Lesson Plan

A. Classes and Meetings

1. Informational classes related to the Shooting Sports program are held in conjunction with on-range shooting classes.
2. Educational materials (hand-outs, videos, etc.) are reviewed with youth leaders, shooting sports leaders, parents, and the Extension office.
3. A supply fee will be paid by participants for educational materials (hand-outs, videos, etc). Archery, air rifle, shotgun, wildlife/hunting skill level classes are used to determine member’s progress in the program.
4. Wildlife ecology and Conservation topics are included as part of the Shooting Sports Program.
5. Two leaders or a leader and an adult will remain on meeting premises until every youth has been picked-up by parent/guardian.
6. Student/leader ratios are not applicable for classroom meetings.
7. Record book/project sheet/requirements are reviewed in class.
8. County fair projects are reviewed in class.

B. Accidents

1. In the event that an accident or illness occurs requiring transport to an emergency room, the nearest certified leader shall notify first the EMS. The 4-H Extension Youth agent is notified as soon as possible.
2. See also “**V**”. A. Emergency procedures.
3. “Incident Report Form” must be completed and kept on file. See attached

C. Media / Press Releases

1. In case of accident or incident involving any matter associated with 4-H, leaders, members, or an event, do not discuss details with the media or other people.
2. ***All press releases shall come from the extension office.*** All certified instructors or personnel involved with the event are **not** to talk to the press after an incident. A detailed written incident report must be completed and returned to the extension staff as soon as possible not to exceed 48 hours after the incident.
3. Do not participate in a confrontation.
4. Refer questions to the County 4-H Shooting Sports Coordinator or the Extension Youth Development Agent.

D. Promotion / Public Relations / Ambassadors

1. The shooting sports program participates in community events promoting 4-H.
2. Shooting Sports Program Youth and Adult leaders are encouraged to send articles and pictures to the newspapers.

3. Encourage 4-H alumni to participate in and support 4-H shooting sports activities.
4. Share program activities with other youth groups in the community.
5. Maintain and display an annual photo album/scrap book.
6. Posters and projects are displayed at classes and meetings promoting program activities.
7. Youth are encouraged to do talks and demonstrations at club meetings.
8. Youth are encouraged to make an item and display it at the county fair.
9. Youth are encouraged to participate in shooting sports competition including the wildlife ecology contests around the state; however competition is not the main emphasis of the program.

E. Documentation / Lesson Plan

1. The Risk Management Plan and Program Guidelines is given to each leader who acknowledges receipt.
2. The Risk Management Plan and Program Guidelines will be reviewed and revised as needed by the designated shooting sports committee.
3. The shooting sports program provides reports to the 4-H office and the Adams County Leader's Association board meetings.
4. Annual report including financial information will be available for review by the 4-H Certified Shooting Sports Leaders and the Extension office staff each year.
5. A leader will be designated as the county shooting sports coordinator whom is responsible for reports.
6. A leader will be designated to maintain the financial records of the shooting sports program.
7. A receipt book is used for all monetary transactions.
8. The annual budget process is used and the Shooting Sports Program is self-funded except for the use of certain county facilities.
9. Written lesson plans are used for all activities and are retained.
10. All important records are kept in a permanent file.
11. Updated inventory listing of equipment will be available and provided annually to the Extension Office.
12. Youth must sign in at every class and leaders must be listed.
13. Reports on archery, air rifle, shotgun, wildlife ecology, and youth leadership are given at the fall and spring leaders meetings.
14. Photos are takes at events and displayed in the annual photo album.
15. Past activity reports are used by leaders/committees for planning purposes.

- X. Wisconsin 4-H Shooting Sports Policy and National 4-H Shooting Sports Paint Ball Policy (attachment)**
- XI. Medical Consent, Incident Report, Waiver/Youth of Conduct (attachments)**
- XII. Volunteer Behavior Expectation (attachment)**
- XIII. Youth Leader Expectations (attachments)**
- XIV. Safety Rules – Archery, Air rifle, Shotgun Muzzleloading ; Equipment Use Form (attachments)**
- XV. Range Etiquette – Archery, Air Rifle, Shotgun, Muzzleloading (attachments)**
- XVI. Sportsmanship and Competition Memo (attachment)**

Adams County Shooting Sports *Risk Management Plan and Program Guideline* Committee
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Adams Co SS // Revision 0209

Wisconsin 4-H Shooting Sports Policy

4-H Shooting Sports programs are available to youth from third grade (and at least 8 years of age at the time of participation) through the year following high school. Shooting Sports disciplines include archery, pistol (.177 Air, .22), hunting/wildlife ecology, muzzleloading, rifle (.177 Air pellet, .177 Air BB, and .22), and shotgun. 4-H youth, 8-11 years of age, cannot operate any powder-burning firearm. This includes, but is not limited to shotgun, .22 handgun or rifle, muzzleloading handgun, rifle, or shotgun.

Youth may participate in an organized 4-H Shooting Sports activity only if a certified 4-H Shooting Sports leader is present and providing supervision. The 4-H certified leader must have certification in the shooting discipline in which the youth is participating.

4-H certified leaders must be at least 18 years old, and must have completed a minimum 12 hour state-level 4-H leader training Shooting Sports certification workshop in the discipline in which they are providing supervision. If an adult leader is not certified, he/she cannot provide hands-on or safety instruction without a certified leader being present. A leader may obtain certification in an additional discipline (archery, pistol (.177 Air, .22), coordinator, hunting/wildlife ecology, muzzleloading, rifle (.177 Air pellet, .177 Air BB, and .22), and shotgun by completing a certification workshop provided by 4-H certified state training team members. Leaders are encouraged to upgrade skills via training with such organizations as the NRA, NAA (USA Archery), NFAA, NMLRA, and DNR.

Adult assistant leaders do not need to be certified in Shooting Sports, but they must be in the presence of a 4-H certified leader who has certification in the shooting discipline in which the youth is participating. The Adult assistant leader must be enrolled as a 4-H volunteer and have completed the Youth Protection Program.

Youth assistants do not need to be certified, but must be in the presence of and under the supervision of a certified leader who has certification in the shooting discipline in which the youth is participating.

All leaders should incorporate wildlife ecology/conservation into their program via the 4-H hunting discipline or other suggested activities.

A 4-H Shooting Sports leader must be currently enrolled as a 4-H volunteer in a county. Certification in the County 4-H Youth Protection training is required for all 4-H Shooting Sports leaders. Leader and member participation will be consistent with state and county guidelines.

If a leader is acting in an unsafe manner or is in noncompliance with 4-H leader standards, he or she is subject to removal.

Adequate insurance is important in 4-H Shooting Sports. Accident insurance is presently available through county 4-H Youth Development Agents for \$1 per person per year. Every leader and member should be covered. Also, leaders should check with their county 4-H Youth Development Agent and/or facility about liability insurance.

X. NATIONAL 4-H SHOOTING SPORTS PAINTBALL POLICY

National 4-H Shooting Sports Paint Ball Policy



Paintball Policy - 12/06/03

The purpose of the 4-H Shooting Sports Program is to promote youth development through the safe and responsible use of Archery equipment and firearms. Pointing any type of firearm including air guns, laser guns or laser sighting devices at any person or any humanoid or tombstone target is inappropriate and dangerous. Therefore the National 4-H Shooting Sports Committee is unequivocally opposed to such use in the 4-H program.

XIII. Youth Leader Expectations

Youth Leader Expectations

Adams County 4-H Shooting Sports Archery - Air Rifle - Shotgun – Muzzleloading - Wildlife Ecology/Hunting

1. Be a role model for kids of all ages.
2. Express and share your enthusiasm with others.
3. Continuously acquire knowledge and skills in your discipline and attend youth leader classes.
4. Listen and be courteous to leaders, all parents and other youth.
5. Share you skills confidently.
6. Be responsible for maintaining your own calendar of activities.
7. Cooperate with adult leaders in planning and fulfilling tasks.
8. Set and achieve reasonable goals. (don't over-extend yourself)
9. Accept and work with others regardless of their knowledge and skill.
10. With adequate preparation, be willing to communicate and do demonstrations for small groups.
11. Exhibit Youth Leader project at the fair.
12. Display good sportsmanship and always use respectful language.
13. Dress appropriately and present an image that makes others proud of you.
14. Create and develop teaching aids.
15. Keep records of when you work with youth. (When, where, for what event, how many youth are involved?)

Adams County 4-H Archery Safety Rules

Archery is fun, but the fun can quickly turn into tragedy unless every archer observes some common sense rules. Before you even think about using your bow, learn these rules and make up your mind to follow them every time you hold a bow. Remember, most accidents are the result of carelessness and thoughtlessness.

As an archer, you must learn and practice these few simple rules:

1. **Follow the instructions of the range commander.** Give attention and listen to the range commander. Ask questions if you do not understand what is said.
2. **Always use proper safety equipment,** including an arm guard, finger tab or glove. A leader will ask the youth to reposition their safety equipment to prevent injury if the equipment is incorrectly positioned. If still incorrect the leader will ask the youth if the leader can reposition the equipment.
3. **Always use arrows of the proper length for you.** Arrows that are too short can cause injuries.
4. **Always inspect your equipment before shooting,** damaged equipment should be repaired or replaced to avoid injuries. Replace the bowstring whenever it becomes worn.
5. **Wear snug fitting clothes, tie back long hair, remove all jewelry, and clear off any pins or remove anything from chest pockets.**
6. **Always aim and shoot only at definite target:** never shoot just for the sake of shooting. Always be sure you know what your target is and that it is safe to shoot. If you're not sure, take a closer look, if you are still not sure, do not shoot.
7. **Always be sure the area around and behind your target is clear before you shoot.** Never shoot if there is a chance your arrow may ricochet from the target or another object and hit someone.
8. **POINT, DRAW, and AIM your arrow only in the direction of your target.** The arrow must always be pointed (aimed) in a proper, safe shooting position. A leader will ask the youth to change their shooting position if their stance is incorrect. If it is still incorrect the leader will ask the youth if the leader can reposition the archer.
9. **Never “DRY FIRE” your bow.** Always have an arrow on the string when shooting the bow. “DRY FIRING” shooting a bow without an arrow, can seriously damage a bow
10. **Always walk, never run, on the archery range.** If you run, you might accidentally cross in front of another archer, step on arrows lying on the ground, or trip and fall into the target and be injured by arrows sticking out of it.
11. **Shoot only with the knowledge and approval of your parents.**
12. **Follow the whistle commands given by the range commander.** If you are not familiar with the whistle commands ask the range commander to give verbal commands with the whistle blasts until you are familiar with them.

WHISTLE: TWO BLASTS

VERBAL: “Archers to the shooting line.”

Meaning: Pick up the bow and move into position on the shooting line. Do not pick up the arrows.

WHISTLE: ONE BLAST

VERBAL: “Begin Shooting”

Meaning: Archers may take the arrows out of the quivers and begin shooting.

VII. WHISTLE: THREE BLASTS

VERBAL: “Walk forward and get your arrows,”

Meaning: Archers have completed shooting. All archers have set their bows down and are standing behind the waiting line. They may now go forward to the target line and pull their arrows.

WHISTLE: FOUR OR MORE BLASTS (series of blasts)

VERBAL: “STOP, STOP, STOP, STOP” or CEASE FIRE”

Meaning: Immediately let down and put arrows back in the quiver, and step back behind the waiting line. There is an emergency on the range.

Remember to follow those unspoken rules in archery that we call Range Etiquette.

Ask your leader for a copy.

References: N.A.A. Rules of Target Shooting; N.A.A. Instructor Manual N.A.A. Junior Olympic Archery Development Program



**ADAMS COUNTY 4-H SHOOTING SPORTS
BASIC AIR RIFLE & 22 RIFLE SAFETY RULES**

1. **TREAT ALL GUNS AS IF THEY ARE LOADED.**
2. **ALWAYS POINT THE MUZZLE IN A SAFE DIRECTION.**
3. **BE SURE OF YOUR TARGET AND WHAT IS BEYOND IT.**
4. **ALWAYS KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO SHOOT.**
5. **ALWAYS KEEP THE FIREARM UNLOADED UNTIL READY TO SHOOT.**
6. **BE SURE THE BARREL AND ACTION ARE CLEAR.**
7. **USE THE CORRECT AMMUNITION FOR YOUR FIREARM.**
8. **LEARN THE MECHANICAL AND HANDLING CHARACTERISTICS OF THE FIREARM YOU ARE USING.**
9. **NEVER POINT A FIREARM AT ANYTHING YOU DON'T WISH TO SHOOT.**
10. **NEVER CLIMB A TREE, FENCE, OR JUMP A DITCH WITH A LOADED FIREARM.**
11. **NEVER SHOOT AT FLAT HARD SURFACES OR WATER.**
12. **SHOOT ONLY WITH THE KNOWLEDGE AND APPROVAL OF YOUR PARENTS.**
13. **DO NOT PICK UP PELLETS OR .22'S FROM THE FLOOR WHEN ON THE FIRING LINE.**
14. **SAFETY GLASSES (Pellet rifle & .22 Rifle) AND EAR PROTECTION (.22 Rifle) MUST BE WORN WHEN SHOOTING OR NEAR THE FIRING LINE.**
15. **FOLLOW THESE TYPICAL COMMANDS AS DIRECTED BY THE RANGE COMMANDER:**
 - **“SHOOTERS – TO THE LINE”** 3 minute preparation period. Shooters may get equipment ready and handle guns, but may not load guns or touch the trigger. CBI's or ECI's must stay in place at this time, Guns will have safeties on and pointed downrange. Instruction as to course of fire will be given at this time. Example “You will have 10 minutes to fire 10 rounds, single fire, one round per target.”
 - **“IS THE LINE READY?”** If ready, the shooters will sound off, numerically, from left to right. If a shooter is not ready, he/she will not sound off. When the problem has been repaired and the shooter is ready, command will be repeated and shooters will begin again from the left.
 - **“COMMENCE FIRING”** Shooters may remove CBI's or ECI's , load guns and begin firing.
 - **“CEASE FIRE”** Immediately stop shooting, open bolts, put safeties on, reinstall ECI's or CBI's , lay gun down pointing downrange and wait for further instructions.
 - **“LINE IS CLEAR”** At this time you may proceed downrange to change or check targets.
 - *CBI – CLEAR BARREL INDICATOR*
 - *ECI – EMPTY CHAMBER INDICATOR*

Adams County 4-H Shotgun Safety Rules

1. Follow the instructions of the range officer.
2. Treat all guns as if they are loaded.
3. Always point the muzzle in a safe direction.
4. Be sure of your target and what is beyond it.
5. Always keep your finger off the trigger until ready to shoot.
6. Always keep the gun unloaded until ready to use.
7. Be sure the barrel and action are clear.
8. Use correct ammunition for your firearm.
9. Learn the mechanical and handling characteristics of the firearm you are using.
10. Never point a firearm at anything you do not wish to shoot.
11. Never climb a tree, fence, or jump a ditch with a loaded firearm.
12. Never shoot at a flat hard surface or water.
13. Shoot only with the knowledge and approval of your parents.
14. Safety glasses and hearing protection must be worn when shooting or near the firing line.
15. If you have a misfire, keep the muzzle pointed down range and hold for 30 seconds before ejecting the shell.
16. If you have a squib load, make sure you inspect the barrel before loading another round to ensure it isn't blocked.
17. Follow all safety rules of the range where you are shooting and practice good sportsmanship and etiquette.

Adams County 4-H Muzzleloading Safety Rules

1. Follow the instructions of the range officer.
2. Treat all guns as if they are loaded.
3. Always point the muzzle in a safe direction.
4. Be sure of your target and what is beyond it.
5. Always keep your finger off the trigger until ready to shoot.
6. Always keep the gun unloaded until ready to use.
7. Be sure the barrel and action are clear.
8. Use only black powder or black powder substitute of proper grain.
9. Cap and prime only when ready to fire.
10. Never permit anyone to smoke around black powder.
11. Know how the gun operates. Learn the mechanical and handling characteristics of the firearm you are using.
12. Blowing down the barrel is not acceptable.
13. Never point a firearm at anything you do not wish to shoot.
14. Never climb a tree, fence, or jump a ditch with a loaded firearm.
15. Never shoot at a flat hard surface or water.
16. Shoot only with the knowledge and approval of your parents.
17. Safety glasses and hearing protection must be worn when shooting or near the firing line.
18. If you have a misfire, keep the muzzle pointed down range and hold for several minutes, alert the range officer immediately and **DO NOT MOVE OFF THE FIRING LINE.** The Range commander will assist you with the next proper procedures.
19. Follow all safety rules of the range where you are shooting and practice good sportsmanship and etiquette.

Adams County, WI 4-H Shooting Sports Equipment Loan Agreement

Adams County 4-H Shooting Sports has acquired archery and shooting equipment for the purpose of providing members of the Adams County 4-H Shooting Sports Program with quality gear and equipment. The Adams County 4-H Shooting Sports Program will lend the equipment to the parents of eligible 4-H members. This equipment is for the designated youth to use for demonstration purposes or for competition.

As a parent or legal guardian of _____ I, (we) accept receipt of the following equipment. I accept complete moral and legal responsibility for this equipment and any action resulting from the use of the equipment.

Description:

I (we) agree to:

- Return to 4-H Shooting Sports by _____
(date)
- Accept financial responsibility for damage or loss of equipment
- Accept responsibility/liability for any injury or damage caused by use of the firearm/equipment
- Store any firearms in a safe and secure place, not accessible to unauthorized persons
- Control access to firearms and archery equipment and any other equipment
 - Authorize the use of equipment only for supervised practice or competition
 - Permit only the young person designated above to use the equipment-not friends or other family members
- Maintain equipment in good condition.
- Hold harmless Adams County 4-H Extension staff, Adams County 4-H Volunteer Leaders, coaches, University of WI Extension, or Curator of the University of WI liable for accidents or injury.
- Follow all laws applicable to the possession or use of the equipment.

Parent (guardian) _____ Date _____

(4-H Shooting Sports Member)

Archery Range Etiquette

There are a lot of spoken and unspoken rules in archery. How many of us actually know what the unspoken rules are? Many of the unspoken rules are what we know as range etiquette.

- Follow the range commands and rules as posted.
- Know who the range commander is and who will be calling questionable arrows whether it is the range commander or designated official.
- If there is a questionable call, you have the right to have the range commander or designated person make the final decision. It is o.k. to question doubtful arrows. HOWEVER you need to accept the decision that is made by officials without complaint.
- Be sure that you are in your lane. You need to straddle your lane number.
- No loud or inappropriate noises should be made on the range. No knuckle cracking, no chewing bubble gum etc.
- Don't leave the shooting lane if someone is at full draw on either side of you. Wait until the arrow is released.
- If you are on the line with your team...wait until all members of the team have shot all their arrows until you leave the shooting line.
- If you try to promote conversation on the shooting line and the person next to you does not respond to your conversation, respect his privacy and do not continue to talk. Also do not be afraid to tell someone politely that you prefer not to talk while shooting.
- **Exercise GOOD SPORTSMANSHIP!**
- Know the rules of the tournament before the tournament and then follow them.
- General apparel guidelines for youth and leaders in the 4-H Shooting Sports program:
 - Clothes should be clean and neat.
 - All shirts must adequately cover the mid section while shooting. Shirts and tops must meet your pants even when raising your arms.
 - Clothes must not be excessively baggy or loose fitting.
 - Tie back long hair; remove all jewelry, or anything from the chest pocket.
 - Keep clothes with obscene language or symbols of sex, alcohol or drugs at home.
- Check over the shooting range and tournament rules for dress codes for each tournament.

Adams County 4-H Shooting Sports

Adams County, Wisconsin

Air Rifle Range Etiquette

There are a lot of spoken and unspoken rules in air rifle. How many of us actually know what the unspoken rules are? Many of the unspoken rules are what we know as *range etiquette*.

- Follow the range commands and rules as posted.
- Know who the range officer is and who will be calling questionable shots whether it is the range officer or designated official.
- If there is a questionable call, you have the right to have the range officer or designated person make the final decision. It is o.k. to question doubtful shots. **HOWEVER** you need to accept the decision that is made by officials without complaint.
- Be sure that you are behind the firing line. Do not pick up your air rifle until instructed to do so by the Range Officer. You need to ensure you are aiming at the proper target and that the muzzle is always pointed downrange in a safe direction.
- No loud or inappropriate noises should be made on the range.
- Don't leave the shooting line if someone is firing on either side of you. Wait until their shooting round is complete.
- If you are on the line with your team...wait until all members of the team have completed firing until you leave the shooting line.
- If you try to promote conversation on the shooting line and the person next to you does not respond to your conversation, respect his privacy and do not continue to talk. Also do not be afraid to tell someone politely that you prefer not to talk while shooting.
- Know the rules of the tournament before the tournament and then follow them.

- General apparel guidelines for youth and leaders in the shooting sports program:
 - Clothes should be clean and neat.
 - All shirts must adequately cover the mid section while shooting. Shirts and tops must meet your pants even when raising your arms.
 - Clothes must not be excessively baggy or loose fitting.
 - Tie back long hair; remove large earrings, clear off pins, necklaces or anything from the chest pocket.
 - Keep clothes with obscene language or symbols of sex, alcohol or drugs at home.

- Check over the shooting range and tournament rules for dress codes for each tournament.

- **Exercise GOOD SPORTSMANSHIP.**

Air rifle / range etiquette

Shotgun Range Etiquette

There are a lot of spoken and unspoken rules in shotgun. How many of us actually know what the unspoken rules are? Many of the unspoken rules are what we know as *range etiquette*.

- Follow the range commands and rules as posted.
- Know who the range officer is and who will be calling questionable shots whether it is the range officer or designated official.
- If there is a questionable call, you have the right to have the range officer or designated person make the final decision. It is o.k. to question doubtful shots. **HOWEVER** you need to accept the decision that is made by officials without complaint.
- Do not load a shell until ready to shoot. You need to ensure you are pointing at the target and that the muzzle is always pointed downrange in a safe direction.
- No loud or inappropriate noises should be made on the range.
- Don't leave the shooting line if someone is firing on either side of you. Wait until their shooting round is complete.
- If you are on the line with your team...wait until all members of the team have completed firing until you leave the shooting line.
- If you try to promote conversation on the shooting line and the person next to you does not respond to your conversation, respect his privacy and do not continue to talk. Also do not be afraid to tell someone politely that you prefer not to talk while shooting.
- Know the rules of the tournament before the tournament and then follow them.

- General apparel guidelines for youth and leaders in the shooting sports program:
 - Clothes should be clean and neat.
 - All shirts must adequately cover the mid section while shooting. Shirts and tops must meet your pants even when raising your arms.
 - Clothes must not be excessively baggy or loose fitting.
 - Tie back long hair; remove all jewelry.
 - Keep clothes with obscene language or symbols of sex, alcohol or drugs at home.

- Check over the shooting range and tournament rules for dress codes for each tournament.

- **Exercise GOOD SPORTSMANSHIP.**

Muzzleloading Range Etiquette

There are a lot of spoken and unspoken rules in muzzleloading. How many of us actually know what the unspoken rules are? Many of the unspoken rules are what we know as *range etiquette*.

- Follow the range commands and rules as posted.
- Develop a positive attitude toward safety.
- Know who the range officer is and who will be calling questionable shots whether it is the range officer or designated official.
- If there is a questionable call, you have the right to have the range officer or designated person make the final decision. It is o.k. to question doubtful shots. **HOWEVER** you need to accept the decision that is made by officials without complaint.
- Cap and Prime only when read to fire. You need to ensure you are pointing at the target and that the muzzle is always pointed downrange in a safe direction.
- No loud or inappropriate noises should be made on the range.
- Don't leave the shooting line if someone is firing on either side of you. Wait until their shooting round is complete.
- If you are on the line with your team...wait until all members of the team have completed firing until you leave the shooting line.
- If you try to promote conversation on the shooting line and the person next to you does not respond to your conversation, respect his privacy and do not continue to talk. Also do not be afraid to tell someone politely that you prefer not to talk while shooting.
- Know the rules of the tournament before the tournament and then follow them.
- General apparel guidelines for youth and leaders in the shooting sports program:
 - Clothes should be clean and neat.
 - All shirts must adequately cover the mid section while shooting. Shirts and tops must meet your pants even when raising your arms.
 - Clothes must not be excessively baggy or loose fitting.
 - Tie back long hair; remove all jewelry.
 - Keep clothes with obscene language or symbols of sex, alcohol or drugs at home.
- Check over the shooting range and tournament rules for dress codes for each tournament.
- **Exercise GOOD SPORTSMANSHIP.**

What is Sportsmanship?

What is sportsmanship? *Webster's Third International Dictionary* defines sportsmanship and the elements of sportsmanship this way:

- sportsmanship:**.....conduct becoming to an Individual involving fair and honest competition, courteous relations and graceful acceptance of results.
- becoming conduct:** a mode or standard of personal behavior, especially as Based on moral principles; behavior in a particular situation or on a specified occasion.
- fairness:**.....the quality or state of being honest and just; free from fraud, Injustice prejudice, or favoritism; conforming to an established commonly accepted code or rules of a competitive activity.
- honesty:**.....fairness and straightforwardness of conduct integrity; adherence to the facts; freedom from subterfuge or deception; truthfulness; sincerity; free from fraud or deception; of unquestionable authenticity; genuine; real; virtuous in the eyes of society; reputable; characterized by integrity.
- competition:** the act or action of seeking to gain what another is seeking to gain at the same time, usually under fair or equitable rules or circumstances; a common struggle for the same object; rivalry; a contest, match or trial between contestants.
- courtesy/courteous:** well-mannered conduct indicative of respect for or Consideration of others; consideration, cooperation, and generosity in providing or according,
- relations:**.....dealings; connections; affairs; state of affairs existing between those having dealings or relationships.
- grace/graceful:**.....disposition to kindness, favor, or compassion; the display of kindly treatment; a manner of acting with the intention of pleasing or charming; consideration; thoughtfulness.
- acceptance:**.....the act of accepting; favorable reception; the quality or state; to take without protest; to endure or tolerate with patience; to regard as proper, suitable, or normal; acknowledge or recognize as appropriate, permissible or inevitable ; agree to ; to regard and hold as true.
- results:** consequences, effects, or conclusions; decisions or resolution; that which is achieved, obtained or brought about through a process such as competition.

OBJECTIVES: What do we want to accomplish?

Our ultimate objective is for all youth to become fair and generous competitors, good losers, and graceful winners. By using the information in the resource “Developing Sportsmanship” leaders will be more effective in helping youth and their families develop the knowledge, skills, attitudes, and aspirations of sportsmanship they need.

The above excerpt taken from “Developing Sportsmanship” 1996 by Kathryn J. Cox CES – Ohio State University.
This resource can be found on the Kansas State Web site: www.oznet.ksu.edu/library/4H_Y2/4H651.pdf

4-H COMPETITION MEMO

TO: Youth competitors, family members, adult leaders, coaches, and friends of 4-H

FOR: Participants in Archery, Air Pistol, Air Rifle, .22, Shotgun, Muzzleloading, Wildlife Ecology/Hunting, Team Events, & Wildlife Art Competition.

MEMO: 4-H competitive events are a functional part of the 4-H Shooting Sports Program. They are not the objective. Kids and youth development are the primary objectives of the program.

Our project leaders are seeking to educate young people and introduce them to some activities that are enjoyable, socially acceptable, mentally and physically challenging and useful in building character. The nature of these competitive events results in specific rules and they are a part of every formal game. Fun and safety are primary products of the program. They are deeply intertwined with rules, formalizing courtesy and maintaining order. Sportsmanship is paramount in 4-H Shooting Sports.

The 4-H Shooting Sports Program uses rules of several governing bodies with some modifications to meet the objectives of the program or to increase the success rates of young people participating in the program. 4-H rules and regulations supersede all other rules where differences exist. All leaders, coaches, family members, and youth are encouraged to become familiar with the tournament rules and those of other related governing bodies.

Practice, training, and coaching has taken place prior to the event, so let the kids “learn by doing”.



Adams County 4-H Range Guidelines

General range rules

- Youth participating in shooting must be accompanied by an adult 4-H Leader certified in Shooting Sports
- All Range times must be approved by the Shooting Sports Coordinator Scott Young (608)564-2477
- Know and obey the common range commands.
- Know where others are at all times.
- Shoot only at proper and authorized targets.
- When two or more shooters are present, shooters should consult each other before moving down range from the firing line.
- Unload, open the action, ground or bench all firearms during a cease-fire or when someone moves down range to the target area.
- Shooting is only allowed from 9:00 AM – 9:00 PM
March 1st through Labor Day
- No firearms larger than 22 caliber rimfire are allowed on the rifle range.
- No shotguns larger than 12 gauge and ammunition heavier than trap loads are allowed on the trap range
- Every person entering the Range places themselves under full control of the Range Officer or his/her assistants, and must at all times comply with their lawful directions and instruction, and these Rules for Safety and Conduct.
- No person shall enter or leave the Range with a loaded firearm.
- No firearm will be loaded until the Competitor is in his place at the shooting line and the command "LOAD" has been given by the Range Officer. At all times, while loaded, the firearm shall point in the direction of the Target or Impact Area.

Gun handling rules

- Always keep the firearm pointed in a safe direction.
- Always keep your finger off the trigger until ready to shoot.
- Always keep the action open and firearm unloaded until ready to use.
- Know your target and what is beyond the target area.
- Be sure the gun is safe to operate.
- Know how to use your gun safely.
- Everyone at or near the firing line must wear eye and ear protection
- Alcohol & drugs are strictly prohibited
- Store guns so that they are not accessible to unauthorized persons or children.

Adams County 4-H Shooting Sports
Consent of Parents
Medical Care and Treatment Form

This form must be completed for each participant each year when enrolled in the 4-H Shooting Sports Program. This information will be kept confidential and used only for the welfare of the participant.

Date _____ please Circle: Male Female Birth Date _____ Age _____

Youth Name _____

last first
Address _____
number and street city state zip

In case of emergency contact:

Parent/Guardian name _____ Phone (____) _____

Work Phone (____) _____

Other ways to contact, cell phone (____) _____ Pager _____

Contact person if parent not available _____ Phone (____) _____

Relationship to child _____

Physician's Name /Clinic _____ Phone(____) _____

Health Insurance Company _____ Policy# _____

> Requests for reasonable accommodations for disabilities or limitations should be made prior to participation in the shooting sports project. These project members may not be participating in the same way as other youth members.

----- 4-H Health Statement-----

Health History (check all that apply; giving appropriate dates where needed)

- Bronchitis _____ Convulsions/seizures _____
Fainting _____ Kidney trouble _____
Diabetes _____ Heart Condition _____
Recent Operations or Injuries _____ Ear Infection _____
Asthma (controlled yes, no) _____ Behavior Problems _____

Participant is allergic to:

- Foods (specify) _____ Tape? _____ Rubber Gloves? _____ Latex ? _____
• Medication: prescription or non-prescription drugs: Penicillin? _____ Aspirin? _____
• Tetanus ? _____ Other? _____
• Serious Ivy, Oak or Sumac Poisoning _____ Bee or Insect stings _____
• Explain allergic reaction to allergies listed above _____
_____ Prescribed Treatment _____

Present dietary regulations _____

Present Medications _____

Any specific activities to be restricted? _____

***IMMUNIZATIONS: **Tetanus: Date of last treatment _____ (must be completed)

Parent/Guardian Medical Release

This health history is correct as far as I know and the person herein described has permission to engage in all prescribed activities, except as noted in writing by me and the physician. In case of medical emergency, I understand that every effort will be made to contact me. In the event I cannot be reached, I give my permission to the physician selected by the adult leader in charge to hospitalize and/or secure proper treatment for my child as named above. I, as the parent or legal guardian, give my consent. I assume complete responsibility for incomplete, incorrect, or lack of information on this form. I do not hold the 4-H volunteers, UW-Extension Staff/Employees, University of Wisconsin, donors, other participants or the organization providing and/or sponsoring range/meeting facilities responsible for accidents arising out of this program. I understand that as the parent/ guardian signing this form that I will be held financially responsible for any expenses above and beyond what the 4-H insurance will pay. I will notify in writing the volunteer/adult leader in charge if there is any changes in my child's health condition and/or medications.

Date _____

(signature of parent/guardian)

Adams County 4-H Shooting Sports Waiver Form

Supervision of this program is under the direction of the UW Extension Service. All participants are responsible for their conduct to UW Extension personnel, to 4-H leaders, and to other persons supervising this program.

I, the undersigned parent or guardian of participant named below recognize the dangers present in the Shooting Sports disciplines such as **archery, air rifle, shotgun, muzzleloading, or wildlife ecology/hunting** and their activities.

I believe the Adams County Shooting Sports Leaders and their assistants are dependable and reliable and will provide safe experiences. I understand that during the course of shooting sports trainings, it may be necessary to position my child to demonstrate such topics as proper stance or correct shooting positions.

I understand that requests for reasonable accommodations for disabilities or limitations should be made prior to participation in the shooting sports project. These project members may not be participating in the same way as other youth members.

I hereby grant permission for my child to participate in the Shooting Sports Program. I knowingly and freely assume all such risks, for example: bodily injury as well as loss of or damage to property. I understand as the parent/guardian signing this form that I will be held financially responsible for any expenses above and beyond what the 4-H insurance will pay. I assume all risks involved while using equipment supplied in this program. Participants are responsible for their own equipment.

I authorize the use of photographs or videos of my child, my family, and myself while attending or participating in the shooting sports programs for educational or media purposes. **I grant** the UW Board of Regents and UW-EX (hereinafter University) the right to use, publish, and copyright my image (including audio, moving image, or photograph) for educational programs, websites, and promotion of University programs.

I have read and reviewed the safety rules, range etiquette, behavior guidelines, and shooting sports code of conduct with my child and with the 4-H Leaders. My child and I fully understand the code, guidelines and discipline specific rules for archery, air rifle, shotgun, muzzleloading, and wildlife ecology/hunting.

This is to certify as parent/guardian of this participant, I do consent to his/her release of the 4-H volunteers, other participants, UW-Extension, UW-Ex staff /employees, University of Wisconsin, donors, and the organization providing and/or sponsoring the range/meeting facilities and/or the organizations' volunteers and equipment from any and all liabilities to his/her involvement in the 4-H Shooting Sports Program.

parent/guardian signature	date	participant's signature	age

Adams County 4-H Shooting Sports Code of Conduct

As a participant you have the responsibility of representing the Adams Co. 4-H Program to the Public so you are expected to conduct yourself in a manner that will bring honor to you and your family as well as to 4-H.

To do that you will need to:

1. Attend all sessions in the planned program or notify a leader if you are unable to attend.
2. Follow safety rules, range and etiquette rules. Follow hours, room rules. You are responsible to know the rules.
3. Use good judgment in selecting clothing appropriate to the occasion and weather.
4. Use language and manners that will bring respect to you and Adams Co. 4-H.
5. Be in the assigned program area at all times. Horseplay or similar socializing inside/outside of the buildings is prohibited.
6. Follow the county's 4-H driving policy in regard to events and activities.
7. Know that the use of alcohol, tobacco, and non-prescribed drugs is illegal and prohibited at all events. Inform adult leader of use of prescription medication.
8. Show courtesy and respect for all other people. Demonstrate good sportsmanship.
9. Treat program areas, lodging areas and vehicles with respect and care. You will be responsible for any damage, theft, or misconduct in which you participate.
10. Help other members in your group have a pleasant experience by making every attempt to include all participants in activities.
11. Live up to your highest expectations for yourself so you can return home proud of who you are and what you have done.
12. Abide by the Adams County 4-H Behavior Guidelines.

Those who find themselves unable to conduct themselves within the guidelines listed above may expect:

1. To explain their actions to the adults in charge.
2. To accept consequences of their actions.
3. To have adults in charge work closely with parents/guardians, Extension personnel and others to see those actions taken, in case of unacceptable behavior, are appropriate and logical consequences for all concerned.
4. May be required to appear before the 4-H Leader's Executive Board as per behavior guidelines.

I have read and understand the Adams County Shooting Sports Code of Conduct and agree to live up to the expectations. I realize my failure to do so could result in a loss of privileges related to the 4-H Shooting Sports Program now and/or in the future.

Members Signature _____ **Date** _____

As the parent/guardian of my daughter/son, I have read and reviewed the Adams Co. Shooting Sports Code of Conduct with my child and will support the adults in charge in the performance of their responsibilities to see that appropriate behavior is maintained. **Parent /Guardian**

Signature _____ **Date** _____

I have read and agree to abide by the rules and guidelines and code of conduct that are covered in this handbook.

Shooting Sports Youth Member

Signature: _____

Date: _____

Parent / Guardian

Signature: _____

Date: _____

Shooting Sports Adult Leader

Signature:

Date: _____

This signed agreement must be returned with the 4 forms listed below:

Medical Care & Treatment Form

Waiver Form

Code of Conduct Form