

**CONTRA COSTA COUNTY  
4H MEMBER CODE OF CONDUCT**

**The Code of Conduct is an official document** representing the University of California and Cooperative Extension in Contra Costa County. Failure to comply with code of conduct will be subject to appropriate disciplinary action.

The following guidelines are designed to make your 4H experience rewarding and satisfying. All participants (members, leaders and staff) shall respect the individual rights, safety and property of others, as well as conducting themselves in accord with this code of conduct.

**THIS CODE OF CONDUCT shall pertain to all 4H activities** - organized, supported and sponsored by the University of California, 4H Youth Development Program. Upon your enrollment as a member of the 4H Youth Development program you also agree to abide by the code of conduct.

- Everyone is expected to treat others with respect.
- Obscene or discriminatory language or insubordination will not be tolerated.
- Following items are prohibited from all 4H events:
  - Alcohol
  - Drugs
  - Tobacco and tobacco products
  - Sexual acts
  - Gambling and betting
  - Weapons, knives, paint cans, shaving cream or endangering substances.
- Sexual Harassment will not be tolerated.
- Graffiti or destruction of any property is prohibited.
- Overly affectionate behavior will not be tolerated.
- Security and safety of all individuals must be maintained at all times.
- Restricted and/or off-limit areas must be respected.
- Prescription medication used on-site must be reported to Nurse/Adult Advisor.

**OVERNIGHT EVENTS:**

- Designated sleeping areas for males and females must be respected.
- No one from the opposite gender will be permitted in these areas.
  - Permission must be obtained to leave designated areas.
  - Departure authorization must be obtained from event areas.
- Notification of late arrival must be done by adult in charge of youth.
- Participants must attend all activities and follow instructions.
- Visitors or non-designated personnel are not permitted in area where event is being held without prior authorization.

**INFRACTIONS OF THIS CODE OF CONDUCT** will be subject to disciplinary action.

All infractions shall be reported immediately to the 4H Resource Coordinator who will notify the 4H Youth Development Advisor. All serious infractions will be reported to the County Director.

Infraction procedure:

1. Signed code of conduct signed and reviewed with participant.
2. Coordinator/Advisor shall follow the due process and determine the appropriate action.
3. All infractions must be documented, in writing, and reported to the Resource Coordinator regardless of severity of the infraction.

**INFRACTIONS - (Continued):**

4. Penalties for infractions shall be determined by the 4H Office personnel in consultation with County Council Executive Board.
5. Penalties MAY include:
  - a. Parent notification by telephone;
  - b. Immediate return to parental custody;
  - c. Immediate suspension from the event at parental expense.
6. County Director shall determine final outcome in case of severe code of Conduct violations.
  - a. Barring participant from specific future events;
  - b. Temporary suspension from all 4H activities;
  - c. Termination from the 4H program

Above penalties will be reinforced by letter following event.  
You have the right to make a written complaint against the 4H program if you feel you or others have been treated unequally or unfairly. The procedure is available from the 4H Resource Center.

**PARTICIPANT AGREES:** I \_\_\_\_\_ have read this code of conduct and agree to abide by its rules. I understand that infractions of this Code will result in any or all of the penalties listed above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT/GUARDIAN:** I \_\_\_\_\_ have read this code of conduct and recognize that my child will be abiding by these rules.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Relationship to participant: \_\_\_\_\_ Cell phone: ( ) \_\_\_\_\_

Telephone: Day ( ) \_\_\_\_\_ Night: ( ) \_\_\_\_\_

**IF PARENTS ARE NOT AT HOME, an ALTERNATE RESPONSIBLE ADULT** who will be able to authorize medical assistance and/or pick up child from event.  
(Youth will return home when ill or as deemed necessary for disciplinary purposes.)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone contact numbers:

Day: ( ) \_\_\_\_\_ Night: ( ) \_\_\_\_\_

Cell: ( ) \_\_\_\_\_