

## **NEW ENGLAND 4-H PROGRAM AT THE BIG E CHAPERONE'S RESPONSIBILITIES**

### **Notes for review:**

This document is written to be a supplement to the dorm responsibilities.

It assumes that there are state rules for chaperones.

Handicap accessible adult chaperone area is on the first floor; all other registered adult chaperones must stay in the second floor dorm area.

### **Who is a chaperone?**

- One who is responsible for the 4-H youth while participating in a Big E 4-H Program.
- Has authority to make decisions regarding the youth assigned to them.
- May be serving as a 4-H ESE committee member in addition to serving as a chaperone.
- May be a chaperone in the dormitory; but also may be responsible for youth on the grounds or as a part of the program in the barns or New England Center.
- Must meet the requirements for volunteers in their home state 4-H program and be approved by their state 4-H contact or designee.
- Chaperones must be age 21 or over.
- All volunteers must be registered 4-H volunteers in their home state.

### **Duties:**

- Read and understand these responsibilities.
- Attend scheduled orientation meetings.
- Represent 4-H.
- Be sensitive to the interactions with delegates and among delegates.
- Assume temporary parental responsibility for youth that are assigned.
- If assigned to dormitory supervision, follow and enforce the rules of the dorm.
- Know who is assigned to you and how to reach parents and 4-H officials.
- Be firm with the necessary rules while allowing youth the chance to develop self-discipline.
- Allow youth to retain possession of their medications but the chaperone must be aware of what they are taking.
- Encourage fun while demanding respect. **Be one with the group instead of one of the group.**
- Know the goals of 4-H participation in the Big E and assist youth to reach them.
- Avoid an over concentration on winning.
- Set an example by obeying rules.
- Exhibit dignified and restrained actions in expressing affection toward members of the opposite sex.
- Participate positively and with enthusiasm. If leaving the area, assign responsibility to another qualified chaperone.
- Exercise responsibility for all youth attending an event through expressing concern for their behavior where needed and communication with the appropriate chaperones.
- Take such action that may be necessary to assign penalties to youth when rules are violated to include pointing out the violation, removal of privileges, contacting 4-H officials and parents, and removal from the event.
- All cell phone use by youth and adults should be non-infringing on others.

## **CHAPERONE'S RESPONSIBILITIES con't**

### **Chaperones are not to:**

- Drink alcoholic beverages on the days that you are responsible for youth.
- Inappropriately touch, push or strike youth in any way.
- Restrain a youth except for the purpose of protection of themselves or others.

### **How to deal with non-chaperone parents who attend:**

- Parents must understand that they have approved the participation of their child in the program and, within reasonable limits, must allow approved chaperones the opportunity to exercise their responsibility.