

2009 4-H FAIR HERDSMAN INFORMATION
(Application on reverse side)
Due July 10, 2009, LATE APPLICATIONS WILL NOT BE ACCEPTED

WHAT IS A HERDSMAN?

Somerset County 4-H members representing ALL 4-H project areas who sleep overnight in Fair tents to make sure animals, exhibits and equipment are safe and secure overnight. They also help to make everything clean and neat for the next day.

HERDSMAN REQUIREMENTS:

- 4-H'ers who have completed at least 8th grade
- People of good character who pledge to uphold the six pillars of character:
Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.
- 4-H'ers who have attended at least 70% of their club meetings and done a club, county, or state presentation.

If you think you have what it takes to be a herdsman, ask your club leader and your parents to approve your application. Only a limited number of herdsman can be accepted. The Herdsman Supervisor and County 4-H Agent make final decisions.

THE 4-H HERDSMAN CONTRIBUTE A VALUABLE SERVICE TO THE 4-H FAIR

Herdsman Rules

1. Herdsmen must be in 8th grade (in the spring) or older.
2. Herdsmen must have approval **signatures from their parent/guardian (REGARDLESS OF THEIR AGE) and club leader before submitting the Application and Behavior Agreement.** The herdsman supervisor and the 4-H Agent signatures will be obtained at the herdsman orientation
3. Attendance at one of two pre-Fair Herdsman Orientation meetings is **required** (July 27 or August 4 at 7:00 p.m. at the 4-H Center). Herdsmen receive official ID's at these two meetings **NOTE: IF YOU HAVE BEEN A HERDSMAN FOR THE LAST 2 OR MORE CONSECUTIVE YEARS, YOUR PARENT OR GUARDIAN DOES NOT NEED TO ATTEND THE ORIENTATION.**
4. Herdsman will be assigned to oversee specific tents, but not necessarily their own exhibits. Individuals with special needs must speak to the herdsman supervisor at the herdsman's meeting.
5. If you stay Tuesday, Wednesday and /or Thursday you **MUST** also stay Friday night. If you have committed to spending the night and find during the day you are unable to stay overnight **YOU or YOUR PARENT MUST** notify the herdsman supervisors before 10:00 pm. *If you fail to do either of these, you will not be permitted to be a herdsman the following year.*
6. **ALL** herdsmen will attend a herdsman meeting each night they stay at the fairgrounds. This half-hour meeting usually begins at 10:30 p.m. After the meeting, herdsmen will complete assignments and sleep in assigned tents (not outside or in vehicle). If you are unable to complete tasks, you cannot stay. Permission from an adult supervisor is required for anyone to leave a tent for a reason other than to use the restroom. All herdsmen will help raise tent flaps in the morning before the Fair begins.

NOTE – YOU WILL NEED TO SUPPLY ALL YOUR OWN SLEEPING GEAR (EG: SLEEPING BAG, COT, ETC.)

7. All herdsmen will help breakdown the food tent Friday night before other exhibits are dismantled.
8. Herdsmen must remain on the fairgrounds between 10:00 p.m. and 7:00 a.m. Absolutely no visitors are allowed. Breakfast will be served between 7:00 and 7:30 a.m.
9. Herdsmen are not permitted to handle any exhibits, enter any concession in the Food Tent (except for emergencies). Herdsmen are **NOT** permitted to use Fair vehicles.
10. Alcohol or other drugs are **NOT** permitted on the fairgrounds. There is **NO** smoking on the fairgrounds (regardless of age).
11. Parents will be notified at any hour of health or disciplinary problems. **Any herdsman sent home during the fair for disciplinary problems will not be allowed to be a herdsman for the rest of the fair and the next year's fair.**

Herdsman Application – Due July 10

Please print clear and neatly.

Name of applicant _____ Phone _____

Address _____

Town _____ State _____ Zip Code _____

Grade in school June 1, 2009 _____ Age _____ Birth date _____ (MM/DD/YEAR)

Years as a herdsman (not incl. this year) _____ Club(s) _____

Please *circle* the day(s) you would like to stay overnight at the Fair and serve as a Herdsman:

Tuesday
August 11

Wednesday
August 12

Thursday
August 13

Friday – Required
August 14

- Applicant agreement:**

If selected as a 4-H Fair Herdsman, I agree to complete my duties and follow the rules mentioned in this letter including attending one of the two Herdsmen Orientation meetings on either **July 27 or August 4 at 7:00 p.m. at the 4-H Center. IF YOU DO NOT ATTEND THE ORIENTATION MEETING, YOU WILL NOT BE ALLOWED TO BE A HERDSMAN.**

Applicants Signature _____

- Parental/Guardian permission** (*as long as you are a member of a 4-H club this must be signed regardless of age*):

I have read the rules mentioned in this letter and hereby give permission for my son/daughter (who is an 8th grader or older this spring) to serve as a Herdsman at the year's 4-H Fair on the nights specified. I will attend one herdsman orientation meeting with my son/daughter if they have not been a herdsman for the last 2 consecutive years.

Parent/Guardian's Signature _____

Print Name of Parent/Guardian _____

- Medical Emergency Authorization and Health Information**

In case of a sudden illness or an accident to the above named participant requiring immediate treatment or surgery while he/she is a participant in this activity, I authorize the 4-H chaperon(s) to take such action as seems appropriate to protect the health and physical well-being of the above participant. This authority extends to any physician(s) and/or surgeon(s) selected by the chaperon(s) to perform medical and/or surgical procedures including examinations and tests necessary to preserve the life and well-being of the above named participant. All efforts will be made to contact the parent(s) or guardian(s) in case of emergency.

Emergency #'s			
Contact Person			

The following information is provided as an aid to the chaperon(s) in dealing with the will being of the participant The participant has the following **health conditions**: (including such things as allergies, handicaps, diabetes, asthma and medications needed).

Insurance Carrier _____

Group Number _____

Member's ID Number _____

- 4-H Club Leader Approval:**

The applicant is a member in good standing of _____ club has attended 70% of the clubs meetings, preformed a presentation and can be relied on to accept responsibility and follow instructions.

_____ (Signature)

For office use only: Herdsman Orientation Meeting attended: _____ July _____ August

_____ Herdsmen Supervisor _____ 4-H Agent

Both sides of this form must be completed by all youth participating in overnight activities, field trips, events requiring group transportation, and any other events sponsored through the 4-H Youth Development Program where it is deemed necessary by the adults (paid 4-H staff and/or registered 4-H volunteer leaders) responsible for the youth participants. The form should be submitted prior to the event and kept by the chaperone for at least 90 days after the event. The form has five parts: (1) information about the participant and activity, (2) parental permission and liability release, (3) medical emergency authorization and health information, and (4) behavior agreement and (5) media policy. *Be sure to complete all five parts and sign where requested!*

Information about the Youth Participant and Activity

Name of youth participant: _____ Birthdate: _____

Address: _____

Telephone number: _____ 4-H county: _____ Grade: _____

Name of parent/guardian: _____

Name of activity/event: _____

Name of 4-H group sponsoring or participating in this event: _____

Location of event: _____

Date and time of participation of individual named above: _____

Parent Permission and Release of Liability

I hereby give my son/daughter named above permission to participate in the event listed. Although Rutgers Cooperative Extension and its chaperones will use the utmost precaution in guarding the health of the above participant and preventing accidents, I release them from any liability in case of illness or injury as a result of this activity. Furthermore, I release the owner and driver of the car transporting my child to and from the event, from any liability in case of illness or injury.

Signature of parent or guardian: _____

Medical Emergency Authorization and Health Information

I authorize the 4-H chaperone(s) to dispense the prescription drugs and/or over the counter medications listed below in accordance with the instructions provided on the label (prescription drugs) or below (over-the-counter medications). In case of sudden illness or an accident to the above named participant requiring immediate treatment or surgery while he/she is a participant in this activity, I authorize the 4-H chaperone(s) to take such action as seems appropriate to protect the health and physical well-being of the above participant. This authority extends to any physician(s) and/or surgeon(s) selected by the chaperone(s) to perform medical and/or surgical procedures including examinations and tests necessary to preserve the health and physical well-being of the above named participant. All efforts will be made to contact the parent(s) or guardian(s) in case of emergency.

Name of parent/guardian	Phone number	Name of additional emergency contact	Phone number
-------------------------	--------------	--------------------------------------	--------------

The following information is provided as an aid to the chaperone(s) in dealing with the well-being of the participant. The participant has the following health conditions: (include allergies, handicaps, diabetes, pregnancy, asthma, medications needed, etc.).

Health conditions: _____

Medications/Instructions: _____

Health Insurance: Company _____

Group# _____

ID# _____

Signature of parent or guardian

- Continued on other side -



Behavior Agreement

The 4-H Code of Conduct outlined below is in effect for all youth activities involving Rutgers Cooperative Extension and the Department of 4-H Youth Development. It applies to all participants in 4-H activities, with participants defined as 4-H members of any age or grade, all other registered youth and adults, and all other individuals who take part and/or attend 4-H events.

Participants who fail to adhere to the 4-H Code of Conduct may be subject to a range of disciplinary actions. Immediate corrective action will be taken to ensure the safety and welfare of all participants at the event. Additional disciplinary action may be taken upon further investigation of the infraction or incident. Participants in county events shall be subject to policies developed at the county level. Participants in state and national events shall be subject to the policy and process outlined in the "4-H Event and Activities Disciplinary Policy," which can be found at www.nj4h.rutgers.edu/policies.

If an individual continually disrupts the group or engages in illegal behavior, he or she will be given an opportunity to discuss the problem with the chaperones before more drastic action is taken. If, after discussion, the behavior continues, or in the opinion of the chaperones it would be detrimental for the individual to continue with the group, he or she will be sent home **at the participant's expense**.

4-H Code of Conduct

1. The health, safety, and welfare of others must be respected at all times.
2. Appropriate language and behavior are expected at all times. Profanity, foul or abusive language, inflammatory statements, derogatory comments, or physical altercations toward any group or individual are not permitted.
3. Participants are expected to be present and participate at all scheduled program activities. Participants are required to wear nametags when dispensed.
4. All participants are expected to be on the site of the event at all times. Unauthorized use of vehicles during an event is prohibited.
5. Participants are responsible for following the instructions of all 4-H staff and event chaperones.
6. All behavior or language of a sexual nature at 4-H events is inappropriate and unacceptable. Dignified and respectable behavior is expected at all times.
7. Curfew hours must be strictly followed.
8. Behavior during unscheduled free time is subject to the supervision of 4-H staff and chaperones.
9. Dress code standards previously set for the event must be met by all participants (i.e., no sexually suggestive, culturally insensitive, tobacco or alcohol industry sponsored shirts, inappropriately cut shirts, shorts, pants or skirts, etc.).
10. Possession, distribution, or use of alcoholic beverages or illegal drugs is prohibited. Prescription drugs and over-the-counter medications may be dispensed by adult chaperones only with written authorization provided by the parent/guardian on the 4-H Event Permission Form for Youth filed for the event.
11. With the concern for the well being of self and others, smoking and the use of other tobacco products is prohibited.
12. Care and respect for property, personal and institutional, is expected at all times. Theft, possession of missing property or damage to property is prohibited.
13. Unauthorized possession, distribution or use of weapons, ammunition or fireworks is prohibited.
14. Honesty is expected at all times from 4-H members. Dishonesty, cheating, plagiarism and forgery are inappropriate actions.

I HAVE READ the **Behavior Agreement** and **4-H Code of Conduct** above and discussed it with my son/daughter. I understand and agree to the conditions set forth. I accept the cost and responsibility of having my son/daughter returned in the event it is necessary.

Signature of participant in event

Date

Signature of parent or guardian

Date

New Jersey 4-H Media Policy and Release:

The 4-H program routinely promotes activities through various media. This includes, but is not limited to newsletters, newspapers, brochures, and displays. In doing so, the names and photos of members may be included to help tell the 4-H story. However, New Jersey 4-H policy is that on web sites, youth in photos will not be identified by name(s).

- No, do not use my individual picture for any purpose.** I will make an effort to avoid opportunities to be in group photos.
- No, do not use my name for any purpose.**

By Keith Diem, Ph.D., 1990. Revised by Rita Natale Saathoff, 2003. Revised by Annette Devitt, 2004.

© 2004 by Rutgers Cooperative Research & Extension, (NJAES,) Rutgers, The State University of New Jersey.

Desktop publishing by Rutgers–
Cook College Resource Center

**RUTGERS COOPERATIVE RESEARCH & EXTENSION
N.J. AGRICULTURAL EXPERIMENT STATION
RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY
NEW BRUNSWICK**

Revised: December 2004

Distributed in cooperation with U.S. Department of Agriculture in furtherance of the Acts of Congress on May 8 and June 30, 1914. Rutgers Cooperative Research & Extension works in agriculture, family and community health sciences, and 4-H youth development. Dr. Karyn Malinowski, Director of Extension. Rutgers Cooperative Research & Extension provides information and educational services to all people without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Rutgers Cooperative Research & Extension is an Equal Opportunity Program Provider and Employer.