



UTAH 4-H SHOOTING SPORTS

STATE PLAN & INFORMATION GUIDE





National 4-H Shooting Sports Code of Ethics

I will:

- ✓ Set a good example as a mentor and role model for 4-H Shooting sports youth and volunteers,
- ✓ Conduct myself and my 4-H Shooting Sports program in a professional and ethical manner,
- ✓ Strive to be knowledgeable of the like skills embodied in the 4-H Shooting Sports Program and positive youth development through adherence to those principles,
- ✓ Strive to be technically competent in the subject matter I teach, adhere to state and national 4-H shooting sports guidelines, curriculum, standards of safety, best practices and policies,
- ✓ I will respect the dignity of each individual participant and stakeholder in the 4-H shooting sports program.

12/12/2023

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Dear Utah 4-H Shooting Sports Members, Parents, and Leaders,

Welcome to Utah 4-H Outdoor Education & Recreation and its Utah 4-H Shooting Sports Program. Each of you will play an integral role in creating a pathway for positive youth development. You will fan youth sparks of interest into flames, ensure high program standards, develop relationships with other youth and caring adults, and engage youth in multiple settings.

I can think of no better 4-H program than shooting sports to promote and enhance life competencies that make our community's youngest citizens open to challenge and discovery, feel they have a sense of purpose, affirm the importance of something greater than themselves, accept personal responsibility, feel positive and optimistic, and be able to set and achieve realistic goals. With your help, these young people will do better in school, make healthy choices, be socially competent, develop personal standards, connect and contribute to others, and take fewer risks on their way to making a successful transition to adulthood.

I am truly grateful and appreciative of your willingness to share your time, talent, and treasure with Utah 4-H members. Enjoy your journey as well.

Respectfully,

Brandi Reber
Utah 4-H Outdoor Rec/ Shooting Sports Program

Utah 4-H Shooting Sports State Plan

These policy statements are a product of National Shooting Sports Committee best practices, input from the State Shooting Sports Working Group, Training Team, and 4-H administrators; examination of policy guidelines from other states and the consideration of needs and questions related to the 4-H Shooting Sports Program in Utah.

Mission

4-H provides young people with intentional, high quality learning experiences that promote positive interactions with adults and peers, sustained and active participation across time, and opportunities to make meaningful contributions to the world around them using the subject matter and resources of the land-grant university.

Situation Statement

The Utah 4-H Shooting Sports Program is a part of Utah 4-H Extension Youth Programs. It utilizes firearms and archery equipment as tools to prepare youth for successful transition into adulthood marked by academic and vocational success, health and well-being, civic engagement, and economic stability. The program originated with the National 4-H Shooting Sports Program, and currently includes disciplines in archery, muzzle loading, rifle, shotgun, and the Western Heritage Project. County/local 4-H programs must utilize leaders trained through the State 4-H Shooting Sports Training Team. In addition, county/local 4-H programs must follow all requirements as covered in this plan in order to have a program recognized by the Utah State 4-H Shooting Sports Program, the State 4-H Program Leader.

Program Goal

4-H Shooting Sports provides the high-quality program necessary for Positive Youth Development by engaging youth in the safe, responsible use of firearms and archery equipment through comprehensive education, life-long recreation, and healthy competition.

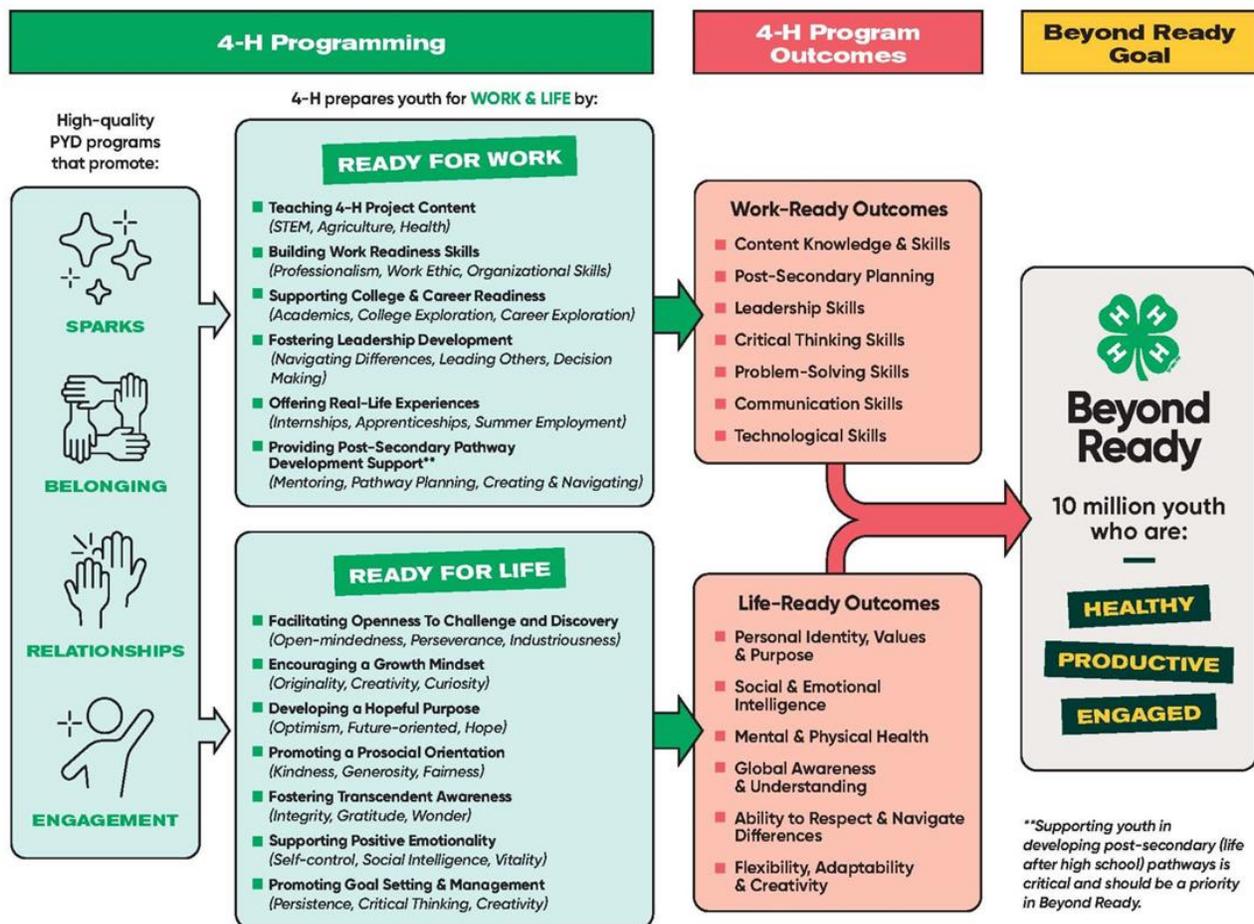
Program Objectives

To enable youth to:

- Find their spark
- Engage in an effective 4-H program setting
- Develop positive relationships with adults, youth, and peers
- Explore a vast array of 4-H educational, recreational, and competitive activities
- Enhance developmental and long-term outcomes
- Practice safe and responsible use of firearms and archery equipment, enhancing existing shooting and hunter education programs
- Model safety, sportsmanship, and ethical behavior
- Strengthen knowledge and life skills
- 4-H Shooting Sports prepares youth for work and life by: (See chart below)

4-H Beyond Ready Framework

Revised April 2025



Administration

The 4-H Youth Program Coordinator for Outdoor Education and Recreation and 4-H Shooting Sports will administer the program with guidance from the 4-H Shooting Sports Working Group.

The 4-H Shooting Sports Working Group will assist in the following:

- Administering the program, including recommending policy.
- Developing a state approved program outline for counties to follow.
- Conducting educational activities to train volunteers and staff as 4-H Level 1 Shooting Sports Instructors.
- Providing curriculum for all county programs from the National 4-H Shooting Sports Committee.
- Developing informational materials to be used in publicizing the program.
- Providing orientation and guidance to county staff on the Utah 4-H Shooting Sports Program and its policies.
- Initiate resource development in partial support of programming.

Operating Policies

1. The National 4-H Shooting Sports Curriculum is the established adult teaching curriculum for training adults to teach youth the shooting sports within the 4-H program.
2. All instructors accept and abide by the National 4-H Shooting Sports Code of Ethics.
3. State, County and Club level 4-H Shooting Sports Programs will have a written risk management plan which includes items such as emergency response and preparedness, insurance, safe storage of firearms and ammunition, etc.
4. Utah 4-H Shooting Sports program includes state support for the instructional skill disciplines of Archery, Rifle, Shotgun, Muzzleloader and Western Heritage Projects. Reloading does not have state support. Disciplines which do not currently have state support may not be offered as “county only” projects, camps, events, demonstrations, or county fair classes.
5. **Requirements for Youth to Participate in 4-H Shooting Sports**
 - a. All youth will be enrolled in a Utah 4-H Shooting Sports Club each year. Enrollment in the 4-H Program includes a - **PARTICIPATION, WAIVER, AND RELEASE AGREEMENT.**
 - b. The 4-H Shooting Sports Program will be taught as a group project activity, or in sessions such as camp, special interest clubs, etc. The 4-H Shooting Sports Program is not open for independent study members.
 - c. The program is open to all 4-H members who meet the age requirements of the Utah 4-H Program (3rd grade and 8 years of age to 12th grade) and enrolled in the County 4-H program in a 4-H Shooting Sports club. Cloverbud age youth are not allowed to participate in any shooting sports activity that includes the handling or live fire of air guns, firearms or archery equipment.
 - d. County and state Shooting Sports Contest will be open to all eligible shooting sports members. Shooting events at contests may be adapted as the Shooting Sports Working Group deems appropriate for age divisions.
 - e. All National contest team members representing Utah will be Senior Division members regardless of birthdate. A member may only represent Utah at the National Shoot in any given discipline once. To attend Nationals again, they must qualify in a different discipline.
 - f. Eligibility to use a firearm in the Utah 4-H Shooting Sports Program is subject to the approval of the 4-H Level 1 Shooting Sports Instructor. The approval is based on the member’s ability to follow instructions and consistently follow all firearms safety rules. A firearm is any device that releases a projectile.
 - g. All Youth are required to have a Youth Handgun Safety Act Member Card signed by a parent or guardian. A copy of the card must be given to the Shooting Sports Instructor. (See Appendix)

UTAH 4-H SHOOTING SPORTS

6. Ear and eye protection will be used by all participants, leaders, and observers whenever there is live fire at a pistol, rifle, muzzle loading, shotgun, or Western Heritage shooting range.
7. Eye protection may be required for archery participants, leaders and observers whenever there is air, rim fire, muzzle loaded, shotgun, or center fire near an archery range.
8. A 4-H Level 1 Shooting Sports Leader has the right to refuse any participant from taking part in a shooting sports activity in the interest of safety for the participant, others in the club, or public.
9. All 4-H Shooting Sports functions (events, meetings, club practices, etc.) which include the handling or use of firearms or archery equipment requires the physical presence and constant supervision of at least one adult 4-H Shooting Sports Level I Instructor who is currently certified in that respective discipline. It is desirable to have a certified Range Safety Officer to assist the Level I Instructor and some ranges may require it.
10. Liability insurance is provided to every enrolled 4-H Shooting Sports Instructor who is operating within Utah 4-H Program Guidelines. The Guidelines are in this document. Deviation from the Utah 4-H Shooting Sports procedures may negate the state's tort liability for that 4-H Level I Shooting Sports Instructor.
11. Medical/accident insurance is the responsibility of the 4-H member's parents or guardians.
12. If a volunteer leader is injured during a club activity, please contact the county 4-H Coordinator to report and get next steps.
13. 4-H member enrollment forms and waivers for all Utah 4-H Shooting Sports members are available to the 4-H Level 1 Shooting Sports Leaders and county office through Zsuite. Shooting Sports leaders may request copies of waivers for their club members through the county office.

Leader Training Requirements

The Utah 4-H program requires the use of 4-H Level 1 Shooting Sports Instructors to conduct classes in the various disciplines: archery, muzzle loading, rifle, shotgun, and Western Heritage Project shooting. No youth may be trained until the adult leader meets the following requirements:

1. Complete 4-H Volunteer Enrollment through 4h.zuite.org and be approved by county office.
2. Complete the four online Shooting Sports Primer Modules at 4-hshootingsportscollege.com. (Contact your county 4-H Coordinator for code to complete training.)
3. Have no felony convictions.
4. Have no convictions of hunting, fishing, or gun related violations in the past five years.
5. Must be 21 years of age or older at the time they complete an approved 4-H Level 1 Shooting Sports Leader training.
6. Complete the Hunter Education Program and have a Hunter Safety Card.
7. Attend mandatory leader training sessions administered by the Utah 4-H Shooting Sports Training Team (online modules are included in this training). 4-H Shooting Sports Leader trainings offered in other states may be accepted with the permission of the Utah State 4-H Shooting Sports Coordinator. Written documentation of participation in another state's workshop must be submitted to the Utah 4-H Shooting Sports Coordinator.
8. Complete and submit to the county 4-H Coordinator a Utah 4-H Level 1 Shooting Sports Instructor Information Form (Appendix Form A). This sheet will be kept on file by the county 4-H Coordinator with a copy sent to the State 4-H Shooting Sports Coordinator.



Training and Renewals

1. To continue a 4-H Shooting Sports Club or Program. A 4-H Shooting Sports Instructor must re-enroll in the county 4-H Program each year and run an active club.
2. The 4-H Shooting Sports Instructor must complete a 4-H Shooting Sports Club Risk Management Plan (Appendix Form B). This form is to be submitted to the county 4-H Coordinator at the discretion of the 4-H Coordinator. The 4-H year runs from September 1 of the current year to August 31 of the next year.
3. To maintain certification as a 4-H shooting sports Level I or Level II instructor, one must teach or assist in instruction within the discipline certified at least once every three (3) years.
 - a. Level 1 Instructors – Must re-certify a minimum of every 7 years
 - i. Re-certification process is determined by the state coordinator and could include:
 1. Continuing education credits
 2. Updates to curriculum or state standards/requirements
 3. Refresher course on curriculum
 4. Attending Level 1 training
 5. Other options
 - b. Level II Instructors – Must be re—certified after a major revision of the curriculum, as determined by the National 4--H Shooting Sports Committee, or at the determination of the Stat4e Coordinator
 - i. Recertification could include.
 1. Attending Level II training
 2. Attending an update training hosted by a Level 3 Instructor
 4. 4-H Shooting Sports Instructors are encourages to expand their skills via training with other shooting sports organizations, such as NRA, DNR, etc.

Dates of 4-H Level 1 Shooting Sports Leader Training

It is the intent of the State Shooting Sports Training Team to offer at least two 4-H Level 1 Shooting Sports Instructor training each year for each discipline.

Volunteers may also take trainings offered by other states. Information will be provided on other state’s workshops as it becomes available. A volunteer who attends training in another state must send a copy of their training completion certificate and Utah 4-H Shooting Sports Leader Information Form to the county 4-H Coordinator and the Utah 4-H Shooting Sports Coordinator.

State Shooting Sports Training Team

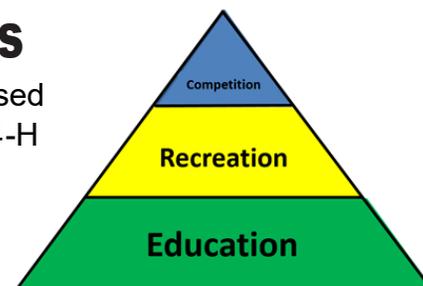
For a current list of 4-H State Shooting Sports Training Team members email Brandi Reber, Utah 4-H Shooting Sports Coordinator, at brandi.reber@usu.edu

County 4-H Level 1 Shooting Sports Leader

For a current list of active County 4-H Shooting Sports Leaders in your county, contact your county 4-H program.

County and State Shooting Sports Contests

Guidelines for State and County Shooting Sports Contests will be addressed in a separate document. It is important to note that the foundation of the 4-H Shooting Sports Program is education. Although competition plays and Important role in the program, education remains the priority.



Responsibilities of 4-H Level 1 Shooting Sports Leaders

1. Provide basic instruction on proper shooting techniques. Other available science, technology, engineering, math, civic engagement, and healthy living curricula should be incorporated into the classes as appropriate.
2. Encourage an adult to participate in the entire club program with participating youth.
3. Provide a positive shooting experience and help develop life skills.
4. Promote shooting safety and safe practices with youth and adults.
5. Be familiar with 4-H objectives and philosophy.
6. Keep updated and qualified by teaching classes and attending 4-H Shooting Sports Instructor renewal or update sessions as they become available.
7. Secure safe facilities and equipment for youth participation.
8. Ensure that all participants, leaders and by-standers will wear ear and eye protection whenever there is live fire as specified in the policy section of this document.
9. Help plan the yearly program.
10. Maintain attendance report.
11. Maintain communication with county 4-H Coordinator.
12. Attend competitions with interested members, or coordinate with another 4-H Shooting Sports Instructor who is in charge of or is attending a competition.
13. Encourage adult participants to enroll in a club as assistant leader.
14. A 4-H Shooting Sports Instructor who is operating in an unsafe manner or is not in compliance with the 4-H program guidelines and/or 4-H Shooting Sports Instructor standards, is subject to dismissal from the 4-H Program.

Responsibilities of 4-H County Coordinator

1. Recruit adult volunteers to serve as 4-H Shooting Sports Leaders.
2. Assist in the creation of chartered Shooting Sports Clubs within county.
3. Assist potential leaders in the volunteer enrollment process and online shooting sports training.
4. Work with State Shooting Sports Training Team to ensure volunteers receive Level I Shoot Sports Instructor Training in discipline they intend to teach in their club.
5. Assist Shooting Sports Instructors in completing the Club Risk Management Plan.
6. Assure that youth participating are enrolled members of a Shooting Sports Club.
7. Collect and keep record of Shooting Sport Leader Information Forms and Club Attendance Records.
8. Encourage an adult to participate in the entire club program with participating youth.
9. Maintain Equipment Logs of any Shooting Sports Equipment in county.
10. Provide support, communication and resources as needed to Shooting Sports Instructors, members and parents.

Reporting

All reports and forms must be completed by the 4-H Level 1 Shooting Sports Instructor or designee. At the discretion of the county 4-H Coordinator, all Shooting Sports activities, including camp activities, will be reported to the county 4-H Coordinator. Tracking participation and growth of shooting sports programs is integral to continued growth, funding opportunities and stakeholder communication.

Annual Forms and Record Keeping

There is a high level of record keeping required for a 4-H shooting sports club to address risk management issues. This record keeping is required of the 4-H Shooting Sports Instructor. It is intended to protect the 4-H Shooting Sports Leader, the county 4-H Coordinator, the Utah 4-H Program, and USU Extension Service.

Annually, each club must complete and provide, at the discretion of the county 4-H Coordinator, the county office with the Youth Participation Record for each club meeting to document which youth were present at each meeting or event.

Prohibited Equipment and Practices

1. Any firearm built or modified to give the impression of a military style firearm such as an AR or AK is not allowed in the 4-H Shooting Sports Program. Front pistol grips, heat shield/shroud, and magazines extending more than 2 inches below the receiver are prohibited. Examples of unacceptable firearm components are muzzle breaks, recoil compensators, and suppressors. Ported barrels are permitted on shotguns & pistols. Below are visual examples of firearms that would not be permitted.



2. The Utah 4-H Shooting Sports Program prohibits reloading, the use of reloads (factor reloads are permitted), or reloading as a “county only” project. Only factory ammunition is used at 4-H competitive events.
3. The Utah 4-H Shooting Sports Program prohibits simulated combat sports including but not limited to, paint-ball guns, air-soft, and archery tag. Pointing any type of gun including paint ball guns, air-soft guns, laser paint-ball, archery tag bows & arrows or sighting devices at any person or any humanoid shaped target is inappropriate in any 4-H program activity.
4. The use of magnetic toe rests or other forms of muzzle toe rests are not permitted in the Utah 4-H Shooting Sports Program. Pump and auto load shotguns are carried unloaded, with actions open, with safeties on, and the muzzles up or down range as appropriate. Over and under shotguns are carried unloaded, with actions open, safeties on, and cradled over the forearm and oriented down range. Youth may only load a single round or two rounds as appropriate immediately following the previous shooter.
5. Reactive Targets – Targets which make use of or are composed of (1) live ammunition, (2) explosives, chemicals, or flammable substances, or (3) pressurized containers are never to be used at any 4-H event or activity.

Inventory, Storage and Transportation of Firearms in 4-H Programs and County 4-H Facilities

Positive role modeling is a very important part of the 4-H Shooting Sports Program. The program especially promotes modeling that represent both safety and responsibility in handling of firearms, ammunition, and archery equipment by youth and adults. It is essential that the safe storage of firearms, ammunition, and archery equipment be demonstrated at all times.

General Policy

Inventory Control

1. Inventory list of equipment should be maintained by one individual in charge of equipment for the local group/county program/state program. A sign-out process will be used to record who/when/what/when returned.
2. Approved, current instructors, only, may sign out program equipment from inventory.
3. Extension staff responsible for the 4-H Shooting Sports program in the county/state should also have access to all program equipment, the inventory list, and sign-out records.
4. Equipment inventory should be audited at least annually (or more often if requested) by local and/or state Extension personnel responsible for 4-H Shooting Sports program. *The state Extension staff person responsible for 4-H Shooting Sports program has the ultimate authority to remove 4-H Shooting Sports program equipment from any 4-H Shooting Sports club or instructor based on lack of safety practices, inadequate storage and transportation safeguards, concerns about inventory control, inadequate emphasis on positive youth development, or other reasons based on professional judgment.*

Storage of Firearms & Muzzleloading Equipment

1. All Firearms will be stored unloaded in a commercial firearm safe with an open bolt or open bore indicator when not in use.
2. All gun safes should be secured in a locked storage area, following local statutory requirements, if applicable. If no local laws apply, suitable locations include local law enforcement department firearm storage, storage closet or room with limited access, etc.
3. Keys and combinations should be available only to certified instructors, county coordinators, and state coordinators. Extension staff responsible for the 4-H Shooting Sports program in the county/state should also have access to all program equipment.

Storage of Air Guns

1. Air guns will be stored in gun cases that can be locked and stored in a storage room accessible only to instructors, county coordinator and state coordinator.
2. Keys to the storage area should only be available to instructors, county coordinator and state coordinator. Extension staff responsible for the 4-H Shooting Sports program in the county/state should also have access to all program equipment.

Storage of Archery Equipment

1. Archery equipment will be stored in a locked closet or secured location accessible only to instructors, county coordinator or state coordinator. Doors should be double locked, and access should only be available to current instructors, county coordinator, state coordinator and Extension staff responsible for the 4-H Shooting Sports program in the county.

Storage of Ammunition

1. All ammunition, shotgun shells, rifle shells, powder, caps, BB's, and pellets will be stored separately from the guns which use them. Access to the ammunition should have access limited to: the instructors, county coordinator or state coordinator. Extension staff responsible for the 4-H Shooting Sports program in the county/state should also have access to all program equipment.
2. Ammunition should be stored in a closet or room where there are at least two separate locks on the door.

Transportation of Equipment

1. All applicable local, state, and federal laws are to be followed when transporting firearms, ammunition and other 4-H Shooting Sports program equipment and supplies. Only licensed individuals aged 18 or older are permitted to drive vehicles transporting 4-H Shooting Sports equipment.
2. When transporting firearms, air guns, ammunition and muzzleloading guns, the transporter should have the guns in locked hard cases with gun locks on each gun (either a trigger style gun lock or a cable style gun lock).
3. Equipment should be transported in such a way that the equipment cannot be seen from outside the vehicle. Some examples of concealment include transporting in the vehicle's trunk, in a locked trailer, beneath a pick-up truck bed topper, etc. The vehicle should not be left unattended when equipment is being transported.

Disposal, Loss, Theft or Missing Firearms

1. All firearms and archery equipment that need to be removed from use or circulation and inventory, regardless of condition, must be sent through USU Surplus. Contact Surplus at 435-797-2083.
2. Lost, stolen, or missing firearms and archery equipment stored at a non USU owned or controlled property must be reported to the local police or sheriff, with jurisdiction, within 48 hours of the discovery. Once reported, notify the 4-H Coordinator in the county and Brandi Reber, Utah 4-H Shooting Sports Coordinator - brandi.reber@usu.edu

Purchase of Firearms and Archery Equipment

4-H Coordinators purchasing firearms (rim fire or center fire) through a dealer with an Federal Firearms License (FFL), as authorized by the county or 4-H program, through grants or funds provided by a 4-H Association, like entity, or personal funds for use in the county USU Extension 4-H program, may complete and sign BATF Form 4473.

- When acting on behalf of the county 4-H program, the leader may be required to complete and sign Section B of the form. A written statement (Form F) is then attached to Section A stating that the firearm(s) is/are being purchased for the use and will be the property of the named USU County Extension 4-H program. The statement will also include the name and address of the county 4-H program.
- Pellet rifles, pellet pistols, BB rifles, BB pistols, black powder firearms, and archery equipment are not subject to Bureau of Alcohol, Tobacco, and Firearms (BATF) regulations. Their purchase, however, must be documented on the Equipment Log (Form D).
- When turning in the receipt of purchase to Business Services, please include the following:
 - Equipment code 713230
 - Firearm Manufacturer, Model, Description and Serial Number (if applicable)
 - Location where firearm or compound bow will be stored and custodian (responsible party)

Shooting Sports at Camp

Person(s) teaching archery, muzzle loading, rifle, shotgun, or western action shooting at camp must be supervised by a 4-H Level 1 Shooting Sports Instructor.

1. Written operating procedures must be developed and strictly enforced for each target sport activity. These procedures shall address:
 - a. Eligibility requirements for participation,
 - b. Camper/staff supervision ratios,
 - c. Safety regulations,
 - d. Emergency procedures,
 - e. Measures in place to control access to the target sports activity area,
 - f. Policies stipulating that target sports equipment may be used only when a qualified activity leader is present and safety rules are followed.
 - g. Participant training that utilizes clear safety signals and/or range commands to control both the activity at the firing line and the retrieval of targets or arrows,
 - h. Equipment used in a target sports activity, including the transport of equipment to and from the firearms use area, shall be under the direct supervision of a responsible individual of at least 21 years of age,
 - i. Equipment and ammunition used in rim fire programs shall be stored in locked areas.
2. Your camp program should include a permission form informing parents that their youth will be participating in a shooting sports activity and should be signed by the parent. This gives the parent the opportunity to inform you if the camper should not be allowed to participate in a given activity. "By signing this camp application form I acknowledge that I am aware that my son/daughter may be participating in all activities offered at Camp."
3. At minimum, the 4-H Level 1 Shooting Sports Instructor or volunteer should use the Youth Participation Record or a sign-in form for each teaching session with youth. After Camp, the County Staff must be able to verify which youth participated in shooting sports activities on specific days and times, if necessary.

Utah 4-H SHOOTING SPORTS LEADER INFORMATION FORM

(Form A)

I attended a 4-H State Shooting Sports Workshop for the following discipline(s):
Archery, Hunting Skills, Muzzle Loading, Rifle, Shotgun, and Western Heritage Project.
Attach copy of certificate.

Completion Date of Online 4—H Shooting Sports Modules: _____

Discipline: Location: _____ Dates: _____

Hunter Safety Training: Date: _____ State: _____

Number or License # _____

I am a certified Instructor/Coach by the following organization(s) –

Attach a copy of certificate

Nat'l. Rifle Association: Muzzle Loading ____ Pistol ____ Rifle ____ Shotgun ____ other _____

Nat'l. Archery Association: Archery ____ Other ____ OR Dept. Fish & Wildlife: Hunter/Safety
Instructor _____

Nat'l. Muzzle Loading Assn.: Pistol ____ Rifle ____ Shotgun ____ Other ____

Other- Specify Organization for each discipline: _____

This form is to be updated when new certification or training is acquired. It is to remain a permanent part of the county Shooting Sports records.

1. I have read and understand the Utah 4-H Shooting Sports State Plan (460-200A) and National 4-H Shooting Sports Code of Ethics.
2. My club will complete the 4-H Shooting Sports Club Risk Management Plan (460-200D).
3. I have received a written volunteer position description and understand my responsibilities as a 4-H leader as outlined in the Utah 4-H Shooting Sports State Plan.

Signature

Date

Utah 4-H SHOOTING SPORTS CLUB RISK MANAGEMENT PLAN

(Form B)

Date _____

(Discretion of County 4-H Coordinator)

Club Shooting Sports discipline(s): Archery ____ Hunting Skills ____ Muzzleloading ____ Rifle ____

Shotgun ____ Western Heritage Program ____

Club name: _____

Primary 4-H Level 1 Shooting Sports Leader: _____

Assistant Leader: _____ Assistant Leader: _____

Assistant Leader: _____ Assistant Leader: _____

The 4-H Shooting Sports Club Risk Management Plan Worksheet is based on information provided in the 4-H Shooting Sports Leader Policies and Procedures Manual and supplemental handouts. The completed plan should be reviewed annually by the club leaders, parents, and members.

Equipment Log

A log will be kept of the firearms, archery equipment, and supporting materials (Form D). The log will include: USU Barcode, description, make, model, serial number, custodian and storage location.

Supervision

All 4-H Shooting Sports activities will be organized and conducted with at least one 4-H Level 1 Shooting Sports Leader present.

Records

1. Only enrolled 4-H members 8 yrs old & in 3rd grade – 12th grades will participate in this club.
2. The Utah 4-H Shooting Sports Youth Participation Record or equivalent will be used to ensure that youth do not participate in live fire until they have completed:
 - a. 4-H Member Enrollment in a Shooting Sports Club including waivers and Code of Conduct Form
 - b. Safe firearm handling lessons which shall consist of Hunter Education Course or approved equivalent.



Emergency Phone Numbers

Ambulance _____

Fire _____ Sheriff _____

Poison Control Center _____ Emergency Room _____

Urgency Care Center _____

Person responsible to call _____

Notes: _____

County 4-H faulty: (If County 4-H Coordinator is not available)

State Coordinator: Brandi Reber (435)201-0423

The parent(s) of the youth(s) involved will be contacted by:

(Name) (Phone)

(Phone)

(Phone)

Contact Immediately

(Name)

First-Aid

1. It is advisable to have one person with current 1st Aid and CPR certifications present at all club activities.
2. A first-aid kit will be present at all club activities. Contact your Red Cross for information on what to include in the kit.
3. The first aid kit will be checked for supplies and re-stocked as needed at each club activity.

Safety Equipment

1. Eye and ear protection will be worn by all participants, leaders and observers whenever there is live fire of powder, rim fire or center fire propelled ammunition.
2. Air rifle participants, leaders and observes will wear eye protection when there is live fire.
3. Archery participants, leaders and observers may be required to wear eye and ear protection when the archery range is located near to a gun range when there is live fire.

Minimization of Lead Exposure

No persons will eat or drink until washing hands after being on the range. If water is not available leaders will provide anti-bacterial moist towelettes, water-less soap, or similar product for wiping hands once shooting has concluded.

Additional Health and Safety Notes Specific to Our Program or Site

Property Use

Written permission has been secured to use the (name/address) _____

_____ for meetings and live fire exercises of this 4-H club. Responsibility for the following items has been determined:

1. Drinking water
2. Evacuation of the site in an emergency
3. Fire extinguisher(s)
4. Garbage collection and removal
5. Toilet facilities and maintenance
6. Telephone/ Emergency communications
7. Back up communications
8. Utility (electricity, gas, water, telephone, sewage) Emergency shutdown locations and procedures

Site Hazards

A safety inspection of the range will be completed before the club meets for the first time each year and throughout the year as needed. Safety procedures (signage, berms, and safety lines) will be reviewed with the site owner. All hazards, both natural and man-made, will be identified and eliminated or reduced.

Transportation

Club leaders and parents will follow county and state guidelines when volunteers provide transportation to 4-H club members as part of a 4-H club activity.

Missing Persons

In the event that a person(s) becomes missing from an activity the following minimum steps will be taken

1. Determine number of people missing. Make note of the time.
2. Question those who saw person(s) last, were they alone or with someone?
3. A team of two people will search the immediate area.
4. Notify law enforcement officials.
5. Notify county 4-H Coordinator.
6. Notify the parent(s) of the youth(s) involved.
7. While the search is taking place, the other youth and parents will remain as a group at the site or return home at the direction of the county 4-H Coordinator or law enforcement officials.



Weather and Environmental Affecting Program Activities

When the temperature goes above _____ degrees, activities will be changed as follows:

When the temperature goes below _____ degrees, activities will be changed as follows:

Additional weather or environmental conditions (i.e. thunderstorms) may affect program activities in our area and how the activities are carried out.

Disaster Emergencies

These may include, but are not limited to, fire, explosion, lightning, windstorm, flood, landslide, earthquake, car accidents, terrorism, or acts of war. A separate disaster plan will be needed for some situations, while others may be grouped as "Evacuation Emergencies." Each disaster plan must explain how participants will be protected and include specific information on the individual(s) responsible for each action step. Action steps may include the plan for transportation, and the contact of emergency services, the 4-H Faculty and parents.

Utah 4-H SHOOTING SPORTS BUYER AUTHORIZATION FORM

(Form F)

The firearm(s) is/are being acquired for the use of and will be the property Utah State University Extension.

County Extension Office Name: _____

County Extension Office Address: City: State: ZIP: _____

4-H Representative Name _____ Signature _____

Date _____

Youth Handgun Safety Act Member Cards (Front)

 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>	 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>
 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>	 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>
 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>	 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>
 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>	 <p>I am an enrolled member in a 4-H Shooting Sports Program. I participate in a 4-H course of instruction in the safe and lawful use of firearms.</p>

Youth Handgun Safety Act Member Cards (Back)

<p>In accordance with the Youth Handgun Safety Act, I grant permission for my child to transport, handle, and discharge firearms in a 4-H Shooting Sports Program course of instruction in the safe and lawful use of firearms.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Parent/Guardian Signature</p>	<p>In accordance with the Youth Handgun Safety Act, I grant permission for my child to transport, handle, and discharge firearms in a 4-H Shooting Sports Program course of instruction in the safe and lawful use of firearms.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Parent/Guardian Signature</p>
<p>In accordance with the Youth Handgun Safety Act, I grant permission for my child to transport, handle, and discharge firearms in a 4-H Shooting Sports Program course of instruction in the safe and lawful use of firearms.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Parent/Guardian Signature</p>	<p>In accordance with the Youth Handgun Safety Act, I grant permission for my child to transport, handle, and discharge firearms in a 4-H Shooting Sports Program course of instruction in the safe and lawful use of firearms.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Parent/Guardian Signature</p>
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