



CHAPERONE & VOLUNTEERS

VOLUNTEER An adult who assists at the event but is not responsible for overseeing youth.

CHAPERONE An adult who is responsible for overseeing the conduct and safety of a group of youth, ensuring they adhere to set rules and guidelines.

VOLUNTEERS AND CHAPERONES MUST:

- Be age 18+ (*Chaperones must be age 21+ for overnight event).
- Be enrolled and approved as a Utah 4-H Volunteer in Zsuite.
- Uphold the 4-H Code of Conduct at all times.



TRANSPORTING YOUTH

TRANSPORTING YOUTH IF TRANSPORTATION IS COORDINATED BY 4-H STAFF

- Drivers must be an approved 4-H volunteer in Zsuite.
- Drivers must be 21+ years of age.
- Drivers must be current on USU Defensive Driving Training (even if driving a personal vehicle).
- Should have a minimum of two youth or two adults in the vehicle when possible.

TRANSPORTING YOUTH IF TRANSPORTATION IS NOT COORDINATED BY 4-H STAFF

- Youth may coordinate their own travel and may drive themselves and others to/from a 4-H event. Once the event begins, necessary transportation will be coordinated by 4-H staff and follow the above policy.



OTHER NOTES

- When driving a personal vehicle for 4-H use the driver's personal insurance is primary. Drivers should ensure their personal insurance covers such instances.
- When driving a USU or county vehicle, USU insurance will be in effect only if the required USU Defensive Driving training is current (completed every two years). See next page for instructions on completing the training.
- Chaperone Ratio Policy
 - For junior (grades 3-5) and intermediate youth (grades 6-8), one adult to eight youth is suggested.
 - For senior aged youth (grades 9-12), one adult to ten youth is suggested in most situations.
- For overnight activities with male and female youth participants, both male and female chaperones should be present.
- Adults are not to room with youth.

*An overnight event is defined as a multi-day event in which 4-H provides and coordinates lodging (such as JYC, Teen Summit, etc.). Multi-day events that are not considered overnight events are 4-H Classic, Western Roundup, etc. where 4-H does not coordinate lodging.



DRIVERS TRAINING



Defensive Driving Online Course

Completion of the Defensive Driving Course is required for all 4-H Volunteers before driving a USU or county owned vehicle, or before transporting youth while in a 4-H role (even if driving a personal vehicle).

1

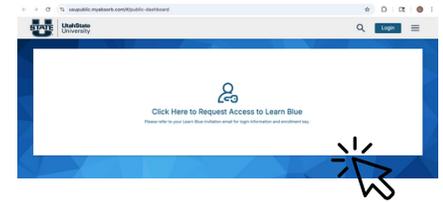
Navigate to usupublic.myabsorb.com/#/



Scan QR code
to visit course

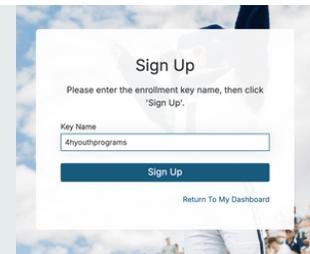
2

Click the white button in the middle of the screen that says "Click Here to Request Access to Learn Blue."



3

Enter the key "4hyouthprograms" into the "Key Name" field.



4

Enter the necessary information on the following screen.

5

Once logged in, users will be enrolled in the Defensive Driving Course. This course MUST be completed within 30 days from signing up.

6

When the course has been completed, the user will be prompted to enter their drivers license information into ServiceNow. This step may be skipped. Simply select the check box and select "Continue".

I verify that I have completed the ServiceNow questionnaire

***NOTICE:** This course is to be completed every two years.

