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.
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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.