4-H Event Planning Guide and Approval Request

UVM Extension 4-H programs are youth focused programs, where not all participants have access to a Covid vaccination. In order to keep all people safe and reduce as many barriers to participate as possible, 4-H programs will still need to abide by certain restrictions. **Indoor programming that includes youth under the age of 12 still requires all participants to wear masks.** All events should still include health screening and contact tracing protocols in addition to other best practices related to food service, sleeping arrangements, etc.

Thirty days prior to event, please submit this safety plan to Sarah Kleinman at sarah.kleinman@uvm.edu

Name of Event:_____________________________________________________

Name of Person Submitting this form:_______________________________________________

Date(s) and times of event:________________________________________________________

Location of event:_______________________________________________________________

Nearest hospital to event:________________________________________________________

Describe event: What kinds of activities does the event include? Who is the audience? Are parents or members of the public invited or restricted?

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Describe Contact Tracing and Health Screening for all arrivals – how will you do this for both participants and spectators/visitors? Documentation of who attends on what days, including contact information, is needed. It is recommended that the 4-H Program Sign-in Sheet be used for check in.

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Describe facilities – if appropriate, describe how you will manage adherence spacing if indoors, cleaning, etc?

Potlucks and communal food is discouraged; If food is part of the event design and participants cannot be responsible for bringing their own, please describe plans for preparing, serving and consuming:

Overnight experiences are discouraged but if they are necessary, describe plans for organizing (overnight camps require proof of negative COVID test within three days of youth sleeping in same space).