



Ohio 4-H *Safety Officer's Handbook*

Name of Safety Officer _____

Year _____ Age as of January 1 _____

County _____

Name of Club _____

4-H Advisor Signature _____



Make it a Project (optional activity)

Your efforts in this officer position can be turned into a project by completing the requirements for a self-determined project. Every self-determined project requires the 4-H member to identify and complete areas of interest and related activities, learning experiences, leadership/citizenship activities, and a brief report. Just like other projects, self-determined projects can be reviewed and are eligible for fair participation. Learn more about self-determined projects and download the 4-H Self-Determined Project Guide at ohio4h.org/publications.

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- References** National 4-H Cooperative Curriculum System, Inc., *First Aid in Action*, 4-HCCS BU-08174,
Keeping Fit, 4-HCCS BU-08176, *Staying Fit*, BU-08175.
Jepsen, Dee. *Live Smart: Health and Safety Activities for Youth Clubs*, Bulletin 907. Ohio State University Extension Food, Agricultural, and Biological Engineering.

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4-H Safety Officer

Welcome

Congratulations on your new role as your 4-H club's safety officer. You have the opportunity to lead activities that will be both fun and educational for your 4-H club. You will find a list of responsibilities for your office as well as activities, ideas, and web sites in this book to help you plan a safe 4-H club year. Good luck!

An Officer's Role in the Club

Serving as a club officer means you are part of a team. The team's responsibility is to hold a club meeting that is both well run and fun. The officers should meet with their club advisor prior to the meeting so that they are prepared for the meeting and to help the club make decisions.

Your Role as a Safety Officer

As the safety officer your role is to plan a safety-related activity for each meeting. The activity can be as simple as a roll call where each member responds by giving a safety tip, or as involved as planning a demonstration or setting up a speaker to come to your meeting. Whatever you decide, make sure it is well planned and that you have shared it with your advisor and officer team so that it is on the agenda. An advisor needs to approve your presentation to make sure it is age and subject matter appropriate for the club.

Get Moving

Did you know that household accidents are the cause of more than 20,000 deaths and 21 million medical visits each year? As the safety officer you are a leader. Your goal is to reduce the number of accidents and injuries. Encourage your club members to think about creating a safer environment. Teach them how to be cautious about their personal safety. Plan activities that will help them make good safety choices.

Make it a Project (optional activity)

Any topic you can think of can be transformed into a 4-H project. Even the safety officer position could be turned into a project called Self-Determined using the publication 4-H #365 project guide. Download this free form from ohio4h.org/publications. Complete the front cover with your information. Plan your Adventure by checking off what you plan to do.

Select two learning activities relating to the safety officer role or plan your own learning activities. These can be speeches, workshops, demonstrations or tours. You must plan and do at least two leadership or citizenship activities such as helping at a blood drive, organizing a health workshop or bringing in a guest speaker to the club. You must also select three areas of interest and then dig deeper into learning about these areas with three related activities for each interest area.



To complete the self-determined project you must write a paragraph summarizing your learning experience as safety officer. This project must also be interview judged either at county judging or by an advisor.

My Officer Goals

After reading through this book, develop a plan for what you will do as a safety officer this year. Select at least three items from the activities listed below. Feel free to be creative and add your own activities.

Activities	Plan to do (✓)	Date completed
Attend an officer training program		
Do Roll call		
Make an exhibit of a safety item		
Give a speech on a safety topic		
Give a presentation or demonstration on a safety topic		
Show a video on a safety topic		
Invite a resource person to give a presentation		
Ask another club member to give a speech or demonstration		
Ask an advisor to give a speech or demonstration		
Make a safety poster or exhibit for the club booth		
Give a speech at a county speaking contest		
Give a demonstration at a county demonstration contest		
Attend a safety day or safety event as a club		
Put together a notebook or scrapbook about your office		
Participate in County Outstanding Safety Officer Awards if available in your county		
Add your own ideas/activities below:		



Safety Topics

Animals
Athletics/Sports
ATV
Bicycles
Driving/Automobile
Farm tractor and other machinery
Fire Prevention

Highway safety
Lawn mower
Recreation
Safety in the home
Safe use of pesticides
Shooting sports & guns
Water safety

Activities

Below are some ideas for activities you can do with your club. These activities range from a two- or three-minute discussion to a program that takes the full time allowed for educational activities.

Roll Call

Have the members respond to roll call by naming a hazard they have removed from their home, making a safety suggestion, describing a recent accident or sharing a safety slogan.

Guest Speaker or Presentation

Inviting a speaker can add a lot of fun and interest to your club meeting. Ideas for resource people include: a nurse or family life teacher to discuss safety and baby-sitting, a state highway patrolman or sheriff to speak about highway safety, or your 4-H agricultural educator or veterinarian to speak about working safely around animals.

Safety Speech

Any safety topic can be turned into a speech. Pick a topic that interests you and present a three- to five-minute speech to your 4-H club. Giving your speech as part of a county speaking contest can be a lot of fun! If you are interested in giving your speech at the county level, check with your advisor or your county office for entry deadlines and a complete set of rules.

Safety Demonstrations

Similar to safety speeches, safety demonstrations can be presented at club meetings or at the county level. Demonstrations may include posters, equipment, a PowerPoint slide show, or other type of audiovisual presentation. Below are a few examples of demonstrations you could give.

ATV Safety
How to Safety-Proof Your Home
Kitchen Safety
Pretty Poisons – poisons with containers that look the same as food items
Putting Together a First Aid Kit
Safety around Animals

Safety at the Swimming Pool or Lake
Safety for Young Children
Safety on the Bus
Safety While Riding in a Car
Selecting the Proper Shoe
Selection and Use of Proper Fire Extinguishers
Smoke Detectors



Road Trip Fun—Community Resources for Your Club

- ✓ Participate in a county-wide Safety Day
- ✓ Create an exhibit on safety
- ✓ Develop a scrapbook of accidents
- ✓ Sponsor a safety meeting for other 4-H clubs or groups in your community
- ✓ Work with local radio and TV stations to present safety spot announcements
- ✓ Initiate a bicycle safety program with local service clubs, safety councils or police
- ✓ Conduct a program during Farm Safety Week and other special safety weeks
- ✓ Initiate or sponsor safety activities at 4-H camp

Safety Websites

Baby-Sitting & Young Child Safety

judoinfo.com/defense.htm

Bicycling and Helmet Safety

kidshealth.org/parent/firstaid_safe/outdoor/bike_safety.html

Farm Safety

kidshealth.org/parent/firstaid_safe/outdoor/farm_safety.html

Fire Safety

homesafetycouncil.org/safety_guide/sg_fire_w001.aspx

First Aid

kidshealth.org/parent/firstaid_safe

Home Safety

kidshealth.org/kid/watch

Sports Safety

kidshealth.org/parent/firstaid_safe/outdoor/sports_safety.html

Sun Safety

kidshealth.org/parent/firstaid_safe/outdoor/sun_safety.html

Tornado Safety

www.quakekare.com/emergency-preparedness/tornado-preparedness.html



Safety Topic Resources

Ohio 4-H Traffic Safety Notebook, The Ohio State University Extension
Live Smart: Health and Safety Activities for Youth Clubs. Bulletin #907, The Ohio State University Extension. ohioline.osu.edu/b907/index.html

4-H Publications Related to Safety

Ohio State University Extension project books

Safe Use of Guns, 4-H 630
Basic Archery, 4-H 631

National 4-H Cooperative Curriculum System, Inc.

First Aid in Action, 4-HCCS BU-08174

4-H Fact Sheets

Farm Safety, AEX991-996 series can be found at ohioline.osu.edu/



I pledge

My head to clearer thinking,

My heart to greater loyalty,

My hands to larger service, and

My health to better living

For my club, my community, my country, and my world.



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