



As part of the University of Wisconsin-Madison, the Wisconsin 4-H Program has developed this tip sheet to provide 4-H staff and volunteers with general preventative information to reduce or eliminate the spread of illness or disease during 4-H programs, projects and activities.

***4-H staff and volunteers should clearly communicate expectations to youth participants and/or parents/guardians.***

- Inform youth participants that handwashing reduces disease transmission. Remind 4-H members to always wash their hands with soap and water before preparing food or eating and after using the restroom, completing a project activity or task, and especially after handling animals. Wash your hands often with soap and water. If soap and water are not available, use hand sanitizer.
- Inform youth participants to not share personal items (e.g., water bottles, wind instruments) with others.
- Inform youth participants to cover their nose and mouth with a tissue when they cough or sneeze and to dispose of it in the trash. In addition, youth should wash your hands after blowing your nose, coughing, or sneezing.
- Inform youth participants that they should avoid close contact with people who are exhibiting symptoms.
- Remind youth participants and parents that if they are ill, limit contact with others as much as possible to keep from infecting others and stay home whenever possible.
- Remind youth participants that if they start feeling ill at a 4-H program, project or activity they should let the staff or volunteer know immediately.
- Depending on the venue, Wisconsin 4-H Staff and Volunteers should consider printing and posting flyers developed by the [Centers for Disease Control and Prevention](#) to remind participants to engage in healthy habits. Flyers are available in multiple languages. In addition, 4-H staff and volunteers may want to contact their local county Health Department for additional information and resources.

***Depending on the venue, 4-H Staff and Volunteers should ensure supplies are on hand to help prevent the spread of germs throughout the duration of the 4-H program, project, or activity.***

- Possible supplies include: hand sanitizer, sanitizing spray or wipes for surfaces, tissues, face masks for people who request them, rubber gloves for staff working with soiled or contaminated items.
- 4-H Volunteers should work with their local 4-H Program Educator to discuss availability of personal protective equipment and other supplies.

***Group Leaders should be aware of signs and symptoms of concern.***

Signs and symptoms common to communicable diseases include: runny nose (not caused by allergies), nausea, fever, diarrhea, vomiting, unexplained fatigue, weakness, or muscle aches, coughing (not caused by allergies) and red rash.

For more information visit:

- CDC Flu Symptoms and Complications: <https://www.cdc.gov/flu/symptoms/symptoms.htm>
- Mayo Clinic Infectious Diseases: <https://www.mayoclinic.org/diseases-conditions/infectious-diseases/symptoms-causes/syc-20351173>

***If symptoms of communicable diseases are present in any participant, 4-H staff and volunteers should follow the following response strategy.***

- Designate a person that is responsible for assisting youth who feel ill.
- When youth exhibit signs of illness or raise concerns about how they are feeling, designated staff or volunteers should ask them to describe how they feel.

- If youth participating in a day program or activity are demonstrating symptoms of a communicable disease or do not feel well enough to continue in the activity:
  - Contact parent/guardian to pick-up youth
  - Limit potential for infecting other people by asking the youth to wear a mask while waiting for pick-up
  - Try to keep youth six (6) or more feet apart from other participants. Distancing precautions should not preclude staff from appropriately tending to the youth's physical or emotional needs
  - Wipe down equipment (e.g., computer keyboards) that the youth may have been using
- If a youth participating in an overnight camp is demonstrating symptoms of a communicable disease or does not feel well enough to continue with the activity:
  - Take the youth to the camp health supervisor (ATCP 78.19(5)).
  - The camp health supervisor will determine if the youth should:
    - remain with the camp health supervisor to be monitored,
    - be picked up by parents/guardians, or return to the program.
    - Youth with symptoms of a communicable disease must not share a sleeping room or cabin with other youth while waiting for pick-up.
- In urgent situations, youth can be transported to medical care by ambulance, car, cab, or staff personal car (if necessary).

***If signs of communicable disease are identified...***

Expectations for Youth:

- Anyone feeling ill must report symptoms to staff/leaders.
- Youth must cooperate with staff/leaders if it is determined that their symptoms need to be evaluated by a camp health supervisor or an early pick-up is required.

Expectations for Parents:

- Youth attending day programs or activities must be picked up within three (3) hours or at the end of the program day, whichever comes first, when exhibiting symptoms of communicable diseases.
- Youth attending overnight camps must be picked up within twenty-four (24) hours when exhibiting symptoms associated with communicable diseases.
- Youth must be symptom free for a minimum of twenty-four (24) hours before returning to the program or longer if advised by a physician.