

# **NORTH CAROLINA TARGET SPORTS**

**The primary focus of the North Carolina 4-H Target Sports program shall be:**

**The total development of the young person**

## Introduction

The 4-H Target Sports Program is a youth development education program, which uses a prevention education model that strongly emphasizes positive youth-adult interaction and peer leadership. It uses skills and disciplines of safe shooting and conservation to assist young people and their leaders in attaining knowledge and developing essential life skills. The program can enhance family communications and quality time together. It creates an environment for a caring relationship between a young person and a significant adult, whether this is a family member, other adult, or teen volunteer. These activities provide the opportunity for immediate gratification to the youth and satisfaction and self-worth to the adult/teen leader who acts as teacher and role model for younger 4-H youth members.

The program relies on 4-H trained instructors to conduct classes in the various disciplines (archery, pistol, shotgun, muzzle loading, rifle, reloading, wildlife/hunting, and coordinator).

## **Basic Program Objectives**

The 4-H Target Sports Program strives to enable young people, their parents and adult volunteers to become responsible, self-directed and productive members of society. Agents, leaders, instructors and coaches must understand the goals and objectives of the program in order to manage or present it properly. These goals and objectives are consistent with the goals and objectives of the 4-H program. The program transfers knowledge, skills and attitudes to develop human capital, using the subject matter and resources of the Land-grant University.

The goals and objectives of the 4-H Target Sports Program are:

- To encourage participation in natural resources and related natural science programs by exposing participants to the content through target shooting, hunting and related activities.
- To enhance development of self-concept, character and personal growth through safe, educational and socially acceptable involvement in target shooting programs.
- To teach safe and responsible use of firearms and archery equipment including sound decision making and self-discipline.
- To promote the highest standards of safety, sportsmanship and ethical behavior.
- To expose participants to the broad array of vocational and life-long avocational activities related to target sports.
- To strengthen families through participation in life-long recreational activities.
- To complement and enhance the impact of existing safety, target sports and hunter education programs using experiential education methods and progressive development of skills and abilities.

## **Philosophy**

- A national 4-H certified target sports instructor to teach specific course(s) will certify all instructors in the program. Instructors shall participate in an update when new material or new instructional methods are developed.
- The target sports program can be an individual or group 4-H project activity.
- The enrollment in the program has the potential of reaching new youth audiences as well as new volunteer leaders.
- The program is open to all youth. It is suggested that youth be 9 years old before enrolling in archery, hunting, air-pistol or air rifle disciplines. It is also suggested that youth should be 12 years old before enrolling in the shotgun, reloading, muzzle-loading projects, small bore rifle or small bore pistol.
- A 4-H Target Sports instructor of a discipline has the right to refuse any participant from the shooting sports activity in the interest of safety for the participant and others in the class.

- A county shall not sponsor or schedule any target sports activity conducted by anyone other than a National or State 4-H Target Sports trained instructor.
- Inter-agency cooperation/collaboration and participation is strongly encouraged.
- It is strongly suggested that all youth complete the North Carolina Hunter Safety Program.
- It is recommended that a county have a Target Sports coordinator to assist in administering and promoting the Target Sports program in the county.

### **Program Administration**

The program is administered by the North Carolina 4-H Target Sports Advisory Committee and the Department of 4-H Youth Development who will:

- Administer the program.
- Develop a program outline for counties to follow.
- Conduct instructor certification activities.
- Develop informational materials to be used in publicizing the program.
- Provide orientation of field faculty to the target sports program.
- Initiate resource development in partial support of programming.

### **Instructor Certification Requirements**

The program requires the use of state 4-H trained instructors to conduct classes in the various disciplines (each which has its own certification): archery, wildlife/hunting, shotgun, muzzle loading, pistol (air, .22), rifle (air, .22) reloading, and coordinator. One training per workshop may be achieved at a state sponsored workshop. No person will be trained as an instructor until the following requirements are met:

- 18 years of age or older (must be 18 years of age on or before January 1 of the current year). Participant must attend all of the training sessions at a state sponsored workshop to become trained. **The instructor in each class reserves the right to not complete the training of any person he/she feels would not be a competent instructor.**
- Any person qualified by an organization i.e. (NRA, NAA, NFAA etc.) who wishes to become a 4-H Target Sports instructor without taking the entire state 4-H Target Sports training is required to submit

documentation of certification and a curriculum outline for review and approval to the state 4-H Target Sports Committee c/o Millstone 4-H Camp 1296 Mallard Dr. Ellerbe, NC 28338. Candidates will be notified of the state committee's decision in writing. Candidates MUST attend training in youth development, 4-H philosophy, volunteerism, and risk management.

- Have no felony convictions.
- Have no convictions for hunting or fishing violations in the last two years.

### **Re-certification and Adding Disciplines**

- To maintain your training as a Target Sports instructor you must teach or assist in teaching a class every two years. This requirement must be documented by completing and submitting the Target Sports Enrollment Form.
- Once your qualification lapses, you must repeat the training at an instructor qualification workshop. Trained instructors shall attend a training workshop every 3-5 years.
- Renewal will be required of all instructors when new teaching materials become available or when a program change is initiated by the North Carolina 4-H Target Sports Advisory Committee that requires an update.
- Trained, active instructors may attain additional discipline training by participating and attending a training session specific for the discipline desired. Previously trained instructors are not required to participate in the general session.

### **Duties of Certified Instructors**

- To provide basic instruction to youth.
- To report all youth trained to the County Extension Office who will make annual reports to the State 4-H Office or another designated representative.
- To keep updated and qualified as instructors by teaching classes and attending instructor-retraining sessions as they become available.
- It is strongly suggested that all trained instructors and youth secure additional accident insurance.
- Job descriptions are included in attachment 1

## **Instructor Training**

Instructor training shall consist of at least the following phases:

- Explanation of the program.
- Registration cards
- Methods of Instruction
  - \* Lesson outline and use of outline
  - \* Instruction manual
  - \* Various methods-actual experiences, demonstrations, role playing, lecture, class involvement, simulated experience, visual aids, exhibits, and hands-on.

## **Instructors Code of Ethics**

All instructors will adhere to the National 4-H Shooting Sports Code of Ethics (Attachment 2), Bill of Rights for 4-H Members (Attachment 3), and all participants will follow the 4-H Code of Conduct. (Attachment 4)

## **Reporting**

All classes shall be reported to the County Extension Office and to the State 4-H Office or designated representative. Instructors will send a copy of attendance records to the Extension Office in Raleigh. This reporting of teaching activities will renew the certification of instructors who carried out the teaching or assisted with the teaching. County Extension Offices should keep these records for as long as the instructor remains active in the Target Sports program.

## **Recommended Risk Management Procedures for County Programs**

### **State 4-H volunteer leader procedures and policies followed**

Volunteer leader application forms completed, signed, approved, and on file in the County Extension Office for all Trained Leaders, Assistant Instructors, and Junior Leaders. All instruction must be done with the supervision of a North Carolina 4-H Trained Target Sports Leader. Work with the 4-H Youth Development Program staff person in each county to meet state and local guidelines for volunteer leaders.

## **Waiver of liability/Parental permission form**

All 4-H members enrolled in the Target Sports projects will have a parent or guardian read and sign the Target Sports waiver before enrolling in the Target Sports program. The trained instructor or county coordinator must ascertain that all members have the forms signed before participating. Forms will be kept in a permanent file in the Extension Center. (Attachment 5)

## **Health Statement-Parent Medical Consent form**

All 4-H Shooting Sports members/parents are to read and sign the “Medical Release for 4-H Sponsored Events Form” (Attachment 6) prior to participation in 4-H Target Sports. **The original will be kept on hand at all shooting sports events/activities/meetings by the trained project leader.** The leader and all assistants should study the health statements and familiarize themselves with any special medical needs or problems of the 4-H members. Discuss with parents the procedures that should be followed in the case of an incident.

## **Accident Insurance**

Each county program should take out special accident insurance coverage on Target Sports members—unless their county participates in the annual “\$1 per member” insurance program for all members. If their county does not, then all Target Sports members/leaders should be in their own special “year plan” offered by specialty insurance companies. These are available at \$1 per member per year. All shooting sports leaders should know the policy number and procedures required. See Attached letter.

## **Emergency Plan**

An emergency plan of action should be written and followed for each training site and/or activity. This plan should consider:

- Potential risks analyzed and procedures planned
- Minor incidents/first aid- who treats or determines procedure- first aid kit
- Access to emergency medical treatment- telephone on site- phone numbers to call- transportation- location/directions to nearest facility- written directions to give to emergency personnel- **\*\*two-deep\*\***

leadership- at least 2 adults on hand- both know the plan and procedures. (Attachment 8)

## **Incident Report**

An “Instructor’s Accident/Incident Investigation Report” should be completed for any incident. Incidents include but are not limited to: illness, injuries, lost/stolen valuables, accidents, property damage, safety or other rule violations. Other issues of concern may also merit reporting. All incidents should be immediately reported to the State/County Coordinator and the County Extension Agent in charge. The written report should be kept on file at the County and State Extension Offices. (Attachment 7)

## **Range Operation and Safety Rules**

The following items are minimum safety standards for maintaining a safe shooting environment. Rules may vary depending on individual range setup and intended use.

- Always keep the firearm/arrow pointed in a safe direction.
- Always keep your finger off the trigger/draw string until ready to use.
- Always keep the firearm/bow unloaded until ready to use.
- Be sure the firearm/archery equipment is safe to operate.
- Know how to use the firearm/bow safely.
- Use only the correct ammunition for your firearm.
- Know your target and what is beyond.
- Wear Eye and Ear protection as appropriate.
- Never use alcohol or drugs before or while shooting.
- Store firearms/bows so they are not accessible to unauthorized persons.
- Absolutely no handling of loaded firearms/bows will be allowed anywhere except on the shooting line and then only under the supervision of the instructor.
- Range safety rules will be posted when range is in use.
- No tobacco use on range.
- The Trained Instructor/Range master is the final authority for safety considerations.

The following equipment safety checklist should be considered the minimum required to maintain safe and operable shooting sports equipment.

### Shotgun, Rifle, Pistol

- Inspect the stock for cracks and overall tightness.
- Is the action free and working, and free of obstructions?
- Rod and visually inspect the bore to insure it is free of obstructions.
- Inspect the firearm for any loose fitting parts i.e. sights, trigger assembly, barrel mounting etc.
- Inspect eye and ear protective equipment for defects and proper fitting.
- Inspect/use the safety mechanism is working properly.
- Are firearms stored in a secure area separate from ammunition?
- Inspect equipment cleanliness and readiness for the next activity.

### Black powder

- Inspect the stock for cracks and overall tightness.
- Is the action free and working, and free of obstructions?
- Inspect the firearm for any loose fitting parts i.e. sights, trigger assembly, barrel mounting etc.
- Inspect eye and ear protective equipment for defects and proper fitting.
- Are firearms stored in a secure area separate from ammunition?
- Inspect equipment cleanliness and readiness for the next activity.
- Use a pre marked ram rod (one that has been placed in a known empty bore and marked) to establish the bore is free of obstructions. Place a cap on the nipple and fire (cap only).
- Inspect the ramrod for cracks and deformities.
- Inspect powder-measuring devices to determine they are free of debris and functioning properly.
- Inspect all tools, used to load or unload a muzzle loading firearm to determine they are non-sparking i.e. brass, copper, horn, wood or similar materials.
- Visually inspect the nipple for cleanliness and it is free of cracks.
- Is powder stored in a dry secure area?

### Archery Safety Check List

- Always be sure that the path to the target and beyond is clear.
- Never point a drawn arrow at anything you do not intend to shoot.
- Always be certain that the target is clearly visible, safe to shoot and appropriate.

- Always be aware of the danger areas at the end of the arrow and the tips of the limbs.
- Place an arrow on the string only when you are ready to take a shot.
- Never use archery equipment while your mental ability is impaired.
- Always exercise caution when retrieving arrows or removing them from a target.
- Always be sure that all archery tackle is in good working condition and free from damage before use.
  - A. Bow
    - 1. Limbs properly seated in riser.
    - 2. Limbs are free of cracks, and splits in laminations
    - 3. Riser free of cracks and with proper arrow rest and grip
  - B. Bow strings
    - 1. No broken or frayed strands
    - 2. Servings and nocking point indicators are in good condition and secure
    - 3. Strings properly seated in string nocks
  - C. Arrows
    - 1. Nocks, points, and fletching secure and in good condition
    - 2. Shafts free of cracks and splinters and are not bent
    - 3. Spine of arrow is matched to the draw weight of the bow
  - D. Other equipment, Arm Guard, Finger Tabs, Quivers
    - 1. All safety equipment should be in good working condition
    - 2. Equipment should fit the archer and be properly worn
- Secure or remove jewelry, clothing, and other items that might become entangled in bowstring or other equipment.
- Know and obey all range safety rules