



90 Research Drive, Suite 122  
Bible Hill, NS B6L 2R2

PO Box 30066, Robie PO  
Truro, NS B2N 7J1

May 13, 2020

**DISTRIBUTION:** This correspondence is being sent electronically to those who requested electronic communications, and hard-copy to those who requested mailed communications: parents/guardians, all adult volunteers (means everyone in 4-H NS, 19- years old and over, screened where required).

**RE: 4-H Nova Scotia Virtual Guidelines and How to Comply**

Dear 4-H Nova Scotia Families,

This correspondence is being sent to you with a process asking you to confirm that you have read and will comply with the attached *4-H Nova Scotia Instructions*. Each parent/guardian, adult volunteer – that is everyone in 4-H NS, 19 years old and over, screened where required – who wishes to participate must open the link below and complete the form then click “submit” to send it electronically to the office.

If you received a hard copy of this correspondence, you may return the enclosed postage paid form. You will then be ready to engage safely with our members.

Compliance with the document attached, *4-H Nova Scotia Instructions to Implement Communications and Virtual Meetings in an Electronic Environment*, is required by 4-H Canada, in order to participate in electronic communications and meetings within 4-H NS.

4-H Nova Scotia is grateful that the Board, Staff, and Leaders are finding new ways to virtually engage our members and one another. Continuing activities which are enjoyable and promote safe connections with peers are positive mental health activities all can adopt. Attached are *4-H Nova Scotia Instructions to Implement Communications and Virtual Meetings in an Electronic Environment*. This protocol includes adaptations from *Youth Safety at 4-H in Canada* policies and the *Canadian Centre for Child Protection* guidelines for establishing boundaries for online schooling.

The Board encourages you to make members’ safety your top priority while you enjoy this time to build community within your club and support members. This is a new way of engaging our members and we are all learning together. The 4-H Nova Scotia Code of Conduct is always in effect. When in doubt, ask yourself: Would an observer consider my interaction with members

and parents as reasonable and professional? Does this interaction conform with the 4-H in Nova Scotia Code of Conduct?

If you have any questions regarding this material or your requirements, please send an email to [info@4hnovascotia.ca](mailto:info@4hnovascotia.ca).

Please use this link to access form <https://bit.ly/2SZUIMA>.

Yours in 4-H,

A handwritten signature in black ink, appearing to read "Scott Masters". The signature is fluid and cursive, written over a white background.

Scott Masters  
President, 4-H Nova Scotia Board of Directors

Enclosure