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## 4-H Safety Program: Leaders Guide

Agricultural Extension Service

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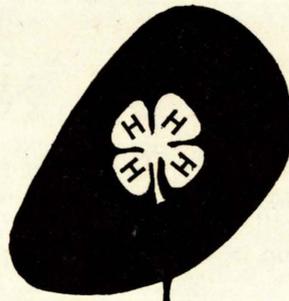
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GENERAL PROGRAM IDEAS

FARM SAFETY

FIRE PREVENTION

SAFETY IN THE HOME

EMERGENCY FIRST AID

OBJECTIVES IN PLANNING  
YOUR 4-H SAFETY PROGRAM

# 4-H SAFETY PROGRAM

## LEADERS GUIDE

SAFETY IN RECREATION

HIGHWAY SAFETY

COOPERATIVE EXTENSION SERVICE  
South Dakota State College  
U. S. Department of Agriculture

## You, the Leader

As a 4-H leader you can provide the leadership members need in carrying out the objectives of the 4-H Safety program. This safety bulletin is written as a guide for the individual club member enrolled in the safety activity and for the club in setting up its safety program.

### 4-H Safety Objectives

1. To develop an attitude of care, judgment, and consideration for the safety of themselves and others in their daily activities.
2. To stimulate the entire family and others to become safety conscious and to practice safety.
3. To eliminate, insofar as possible, all hazards in and about the home, farmstead, and in the community. To recognize and minimize those hazards which cannot be removed.
4. To develop an understanding of the causes of accidents and cooperate with others in setting up and carrying out a preventative program.
5. To be prepared for and assist in local, state and national emergencies.

### For a Successful Program

- ❖ Members must be interested.
- ❖ Members must have a positive attitude—responsible as an individual.
- ❖ All members take part—as an individual, as a club, as a responsible member of the community.
- ❖ Members must help plan—execute—evaluate their safety program.

### The Key to Safety is You

SAFETY is freedom from danger or hazard. It relates to all areas of life.

SAFETY is an individual responsibility. Each must accept personal responsibility for accident prevention and daily set the example of safe practices.

SAFETY is not only for the member himself. He must be concerned in safeguarding the welfare of his own family and that of others.

SAFETY is a year around activity. It should be a part of every 4-H project and activity.

### To Plan the Club Program

#### MEMBERS NEED TO CONSIDER

1. The needs and interests of members, club, community.
2. The past and present activities.
3. The age of members—what they are capable of doing.

4. Including every club member.
5. What other local and community groups are now doing, and cooperate when possible.
6. How to include safety as part of every project and activity.
7. Making safety a year around activity.
8. How much time to allow for the safety activity.
9. Type of program—a pin-pointed or a general program.
10. Cooperating with others on special observances.
11. What material is available.
12. Who can help.
13. Setting up goals.
14. Planning and carrying out the yearly and long-time program, (2 to 5 years).

#### CONSIDER THE TYPE OF PROGRAM:

##### Pin-Pointed Program

One area of safety is chosen for emphasis for the year. Example: Safety on the Farm may include safety with animals, safety with tractors, hazard hunt, safety with electricity, etc. This plan has the advantage over a general program of a more thorough study and action.

##### General Program

Several or all areas of safety would be included in the year's program.

If the safety program is planned on a 2- to 5-year basis a more unified and thorough action program generally results.

#### INCLUDE ALL CLUB MEMBERS:

All club members should give their ideas and suggestions. This may be done through buzz sessions, by entire group discussion, by committees, or by a combination of these.

#### SET UP A PLAN OF WORK:

1. What to include.
2. Time table of events and activities.
  - a. For club meetings.
  - b. For individual, family, and community events and activities.
3. Who will do what.
4. How job is to be done.
5. What resources to use.

#### CARRY OUT PROGRAM—EVALUATE RESULTS

Check progress and make necessary changes and revisions as the program is being carried out.

Review accomplishments at end of year.

Have you accomplished goals set up for the year? Did you complete as much as planned? More? What were the results?

Were all members interested and participating, doing their share?

What changes, additions or revisions should be made in next year's program?

## Suggested Requirements or Goals

Each member enrolled in the safety activity should complete the following.

1. Select one of the following areas to complete for the year.

Safety in the Home	Safety in Recreation
Safety on the Farm	Fire Prevention
Safety on the Highway	Safety in an Emergency— First Aid

2. Keep file of safety material. Study information on selected area of safety. May include clippings of accidents.
3. Observe and encourage others to observe safety rules and practice preventative measures on selected areas.
4. Make hazard survey of selected area. Include family in the planning and in assisting with making the survey.
5. Make a list of the safety improvements to be made based on need found in hazard survey. Record the improvements actually made.

The number of hazards and the type of hazards to remove or improve would depend on age and skill of

the member, the time the member would have to spend, and the problems involved. Each member to set his own goal. Example: 5 hazards to improve for younger members; 10 to 15 hazards for older club members.

Suggested headings to use on their record of improvements:

**Hazards I Plan to Improve**

**What I Have Done to  
Remove or Improve  
Conditions**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
6. Do at least one additional safety practice or activity. Older club members may wish to do a minimum of two additional practices or activities. See general suggestions for ideas.
7. Write a story on safety activities. Member should write it in his own words. Include (1) What he has learned in this activity that will promote safety for himself, his family, and his community; (2) What he has done this year. Be specific, especially when club or others are involved in the activity. What part did he actually do?

# General Suggestions for the 4-H Safety Activity

Specific ideas and suggestions of topics and things to do are listed under six areas. Reference materials give further suggestions and members will have additional ideas.

All club members would be able to carry out some of the suggestions. On some suggestions the younger club members may be able to participate as an individual; in others as a member of the group, or with the family's help. The 12 to 15-year-old members may assist in planning and carrying out the suggestions and act as a committee member. Older club members and junior leaders may act as chairmen and take the lead in initiating club and community action programs. They may assist the younger members in safety activities. All activities are done under the supervision of an adult leader.

## SUGGESTIONS:

1. Roll call topics relating to safety.
2. Conduct a hazard hunt:
  - ❖ Have a club tour and make a hazard hunt.
  - ❖ Club sponsor or work with community groups in conducting a hazard hunt in the community.
  - ❖ Individual member may conduct a hazard hunt. In a hazard hunt list: (1) Those hazards that can be removed, (2) Those hazards that can't be removed but can be minimized.
3. Set goal of number of hazards to remove or which can be minimized. Set up plan of action, set time limit, carry out plan, review results.
4. Study preventative and corrective safety measures.
5. Conduct a safety quiz.
6. Tour police department, fire department, industrial plant, to observe and learn about safety practices.
7. Give a talk, a demonstration, or present a skit at—
  - ❖ A club meeting.
  - ❖ Achievement Day or other 4-H events.
  - ❖ Community events such as crop shows, home demonstration club meetings, a church or farm group, PTA.
8. Participate in or present radio and television programs.
9. Write news articles of safety activities for local papers.
10. Help county compile report of accident causes.
11. Enter safety photo contest.
12. Invite persons from community to discuss some phase of safety at a club meeting or other event. This could be a nurse, game warden, highway patrolman, sheriff, Red Cross or Civil Defense worker.

13. Prepare exhibit booth or window displays for special events such as National 4-H Club Week, Achievement Days, crop shows.
14. Sponsor a poster contest or provide safety posters for public places.
15. Enroll and/or encourage others to enroll in Red Cross home nursing, first aid, swimming, driver's safety, or other similar courses.
16. Keep a file of safety material.
17. Help observe Fire Prevention Week, National Farm Safety Week, Clean-up Week.
18. Work and cooperate with other groups on safety measures. Help with safety drives or activities of various types. Offer individual or club services to community safety projects.
19. Make use of safety films and slides.
20. Include 4-H families in safety activities.
21. Cooperate with county Civil Defense program.
22. Safety discussions built around an accident or news clipping.

## DISCUSS:

What may have caused accident. Get what information is available.

How could this accident have been prevented?

What can your family or community do to guard against the same thing happening to them?

Is this a major safety problem? If it is a major problem, what can be done about it?

What effect could this accident have upon the family? In operation of farm, financially, adjustments?

If accident occurred in the neighborhood, what assistance can member or club offer family involved as a community service.

## REFERENCES

1. Extension Mimeographed Circular No. 514, pp. 16-17. ( Safety references )
2. County Extension Office
3. County Civil Defense Director
4. American Red Cross—Local Chapter
5. Insurance Agencies
6. S. D. Division Motor Patrol, Pierre, South Dakota
7. County Treasurer's office—S. D. Driver's Manual
8. Johnson's Wax, Consumer Education Division, Racine, Wisconsin. "National Standard check list for Teaching Home Safety."
9. S. D. Department of Public Health, Pierre, South Dakota
10. U. S. Department of Labor, Bureau of Standards, Washington 25, D. C. "We're Never Too Young To Learn Safety"

# Area I. Safety on the Farm

Agriculture is our most hazardous industry. Each year more than 14,000 farm people are killed and over a million are injured.

The principal causes of accidents are: (1) farm machinery, (2) other work accidents, (3) falls, (4) animals, and (5) vehicles.

Form the habit of doing things the safe way. Check your work habits! Recognize the dangers on the farm. Remove dangers before accidents happen.

## PREVENTING ACCIDENTS AND IMPROVING SAFETY HAZARDS ON THE FARM

Use for discussions, hazard hunts, etc. Some important points for emphasis follow:

### Machinery and Tractor

Stop all machines while oiling, cleaning, and adjusting. Shut off the engine when you are not in the seat. Keep guards in place. Prohibit children and others from riding on tractors and farm machinery that are in operation.

Use tractors for jobs designed for tractors.

Do not operate gasoline motor in a closed building.

Have lights and reflector tape on farm machinery or tractors for night driving and carry a warning flag during the day when traveling on highways.

### Hand and Portable Tools

Use all tools skillfully and with care. Carry large and small tools correctly. Keep small tools in a tool kit—not in the pocket.

Keep fingers, arms, and clothing out of the way.

Drive pitchfork tines and rake teeth into the ground when they are left temporarily.

Place shields and guards around moving parts.

### Falls

Keep ladders, equipment, buildings in good repair. Provide railings where needed.

Keep well holes filled and cisterns covered.

Clean up trash, rubbish, and other hazards for safer walking.

### Livestock

Younger members of a family may need assistance in managing livestock.

Keep fences and gates in good repair. Use approved pens and housing.

Handle stock quietly, gently, and firmly, with suitable equipment. Practice strict sanitation.

### Agricultural Chemicals

Keep materials from children, irresponsible persons, and domestic animals.

Label properly, follow instructions, and heed precautions. Dispose of empty containers properly and promptly.

### Electricity

See that all electrical wiring and devices are installed properly, with approved materials by a competent electrician. Use the correct size of fuse or circuit breaker. Do not use substitutes for fuses.

Ground equipment when it is recommended.

Keep motors clean and in good repair. Use moisture proof cords for outside weather conditions, heavy rubber cords for motor and motor driven appliances.

Follow recommendations in use of all electrical equipment.

## THINGS MEMBERS CAN DO

1. Roll call topics:
  - Progress on removing hazards.
  - A farm safety slogan.
  - What farm safety habits I have improved.
  - Report of a farm accident.
  - What our club can do in farm safety.
2. Place a warning flag and adequate lights and reflector tape on farm machinery and tractors that travel on highways.
3. Place shields and guards around moving parts of machinery.
4. Repair ladder; see that hammer and axe handles are safe.
5. Repair railings, fences, or gates.
6. Label chemicals and store properly.
7. Remove weeds and trash from sides of driveway and roads adjoining the farm. Pull nails from boards. Stack unused lumber. Pick up trash and rubbish from farm yard and around farm buildings.
8. Practice farm safety recommendations.
9. Participate in National Farm Safety Week activities (last full week in July).

## TOPIC IDEAS FOR TALKS, DEMONSTRATIONS, EXHIBITS, BOOTHS

- |                                    |   |
|------------------------------------|---|
| Safe tractor operation.            | Avoiding hazards that can't be removed.     |
| Safe handling of livestock.        | Safe fusing of electrical circuits.         |
| Safety with ladders.               | Safety with pesticides.                     |
| The safe bull pen.                 | Woodlot hazards.                            |
| The safe way to store tools.       | Making farm safer for the younger children. |
| Proper use and care of hand tools. | How to make a tool box.                     |
| Farm hazards I have removed.       |   |

# Area 2. Safety in the Home

More accidents occur in and around the home than in any other place. Members can make their home a safe home by taking care of danger spots which cause most of the accidents. The home accounts for more than a third of our accidental deaths and many injuries. Think what this means in loss of time and money besides the suffering these accidents cause.

Falls account for 48% of all home fatalities. Poor judgment, hurry, disorder, improper use of equipment usually are the cause of falls.

Burns and scalds cause the deaths of more children than any other kind of accident. Most of these could be prevented. Cuts and scratches also rank high in home accidents.

## PREVENTING ACCIDENTS AND IMPROVING SAFETY HAZARDS IN THE HOME

Use for discussions, hazard hunts, etc. Some important points for emphasis follow.

### In the Kitchen

Practice safety when doing work in the kitchen. Use correct tool or article for the job that is to be done. Use **equipment correctly** following instructions.

Keep children away from hot foods, sharp tools, other equipment and appliances, or hot stove.

Store tools, equipment, disinfectants and matches safely.

Provide satisfactory container for broken glass and refuse.

Disconnect small electrical appliances when not in use.

Prevent falls by using stool or ladder for climbing; wipe up water or grease spilled on floor.

### In Living and Dining Areas

Keep rooms tidy. Keep toys, clothes, and other articles out of traffic lanes.

Keep electrical cords and outlets in good repair. Have sufficient outlets and circuits to do the job; have good lighting.

Wax and polish floors correctly and have rugs skid proof to prevent slipping.

### In Bedroom and Bath

Keep traffic lanes clear, doors and drawers shut. Turn on a light when moving about after dark.

Have screens securely fastened.

Use rubber mat on the bottom of bath tub. Have container for old razor blades. Avoid using equipment such as fan or radio in bathroom.

Have medicine cabinet out of reach of small children. Keep medicines well labeled.

### Stairs and Basement

Have stairs in good repair and clear of articles.

Stairways should be well lighted with handrail if needed. Put gate at head of stairs if there are small children.

Avoid carrying too heavy or too large a load. Have electrical equipment properly grounded. Have heating system checked once a year. Keep basement neat and clean, getting rid of papers, rubbish, oily rags.

### In the Yard

Keep ladders in good repair, use and store them properly.

Hang up tools and keep in good repair.

Pick up broken glass, nails, cans; keep play equipment off walks and driveways.

Have yard properly lighted.

Keep ice and snow from steps and walks.

### THINGS MEMBERS CAN DO

1. Discuss newspaper clippings of home accidents
2. Roll call topics:
  - A home hazard I removed.
  - A home safety slogan.
  - A home accident I read about.
  - My goal for removing home hazards.
  - Keeping small children safe.
  - What we can do in home safety.
3. Articles to Make: Container for discarded razor blades; container for broken glass and rubbish or a trash burner.
  - Make or finish a knife holder or drawer divider for kitchen tools.
  - Make rug skid proof; repair light cords.
  - Make storage box for toys; provide storage for play equipment.
4. Study and practice safety in the home.

### TOPIC SUGGESTIONS FOR TALKS, DEMONSTRATIONS, EXHIBITS, BOOTHS

1. Safety in proper use of electrical equipment.
2. Safety in proper use of cutting implements and household tools.
3. Safety for the small child.
4. The family medicine chest.
5. The first-aid kit.
6. How you can prevent accidents at home.
7. Make your stairways safe.
8. Good lighting reduces falls.
9. A tidy home helps eliminate accident hazards.
10. Make the yard safe.
11. Selecting safe toys for young children.
12. Make your floors safe.
13. Demonstrate articles you have made.

## Area 3. Safety on the Highway

In 1958 South Dakota led the nation in traffic deaths per miles of vehicle travel. These traffic accidents can be reduced. Driver error is responsible for approximately 92% of all accidents. . . .

You are either a part of the traffic accident problem or a part of its solution—Which will you be?—S. D. Driver's Manual.

### PREVENTING ACCIDENTS AND IMPROVING HIGHWAY SAFETY HAZARDS

#### Safe Driving

Know what highway signs mean. Obey speed limits, stop and warning signals.

Know when you have the right of way.

Avoid driving when tired, irritable. Make safety a habit when behind the wheel.

Slow down after dark; stay safe distance behind the car in front of you; use good judgment when passing other cars. Dim your lights when meeting a car, signal when stopping, passing or turning.

Watch out for pedestrians, farm vehicles, livestock, pheasants, other road hazards.

Keep required car equipment in good working order at all times.

Keep your mind on your driving; know how to control it.

#### Safe Bicycling

Obey the traffic laws, the same as drivers of cars. Remember to signal your turns, stop at stop signs, and give pedestrians the right-of-way.

Know what equipment is required on the bicycle.

Ride single file on the extreme right of the road; keep both hands on the handle bar.

Never hook rides, weave or zig-zag in front of traffic.

#### Pedestrian Safety

Obey traffic signals and lights. Avoid jaywalking.

Walk on the left side of a roadway or street facing traffic if there is no sidewalk or path.

Avoid crossing the street from behind or around parked cars.

Get into or out of a vehicle on the curb side of the roadway.

Wear something white or light at night. A flashlight will help.

### THINGS MEMBERS CAN DO:

1. Discuss the regulations related to driver's license and school permits.
2. Study South Dakota Driver's Manual. Know and practice rules. Check car or bicycle for required safe driving equipment.
3. Work up a set of safe driving rules.
4. Roll call topics:
  - Meaning of traffic signs and signals.
  - A good rule for drivers to follow.
  - A highway safety slogan.
  - A traffic rule pedestrians should follow.
  - What our club can do.
5. Place reflector tape on farm machinery; help tape those in the community.
6. Clear driveways leading onto main roads or at intersections.
7. Members observe and record for a period of time the types of rules and regulations violated by the public. Report at next meeting. May make news articles.
8. Learn to recognize and obey traffic signs and signals.
9. Make stop signs for farm driveways.
10. Parents and members sign safety pledges.
11. Cooperate with other groups on highway safety projects.
12. Conduct bicycle safety campaign.
13. Make first-aid kit for the car.
14. Take driver's course if offered and of proper age or take first year of Automotive project.

### TOPIC SUGGESTIONS FOR TALKS, DEMONSTRATIONS, EXHIBITS, BOOTHS

1. Safety practices for pedestrians.
2. Are you a good driver?
3. Farm machines on highways—make them safe.
4. Highway signs and signals—what they mean.
5. What every driver should know before driving.
6. How to reduce highway accidents.
7. Taking care of your bicycle.
8. Safety on two wheels—the bicycle.
9. Clearing driveways and country road intersections.
10. What to include in your car first-aid kit.
11. Death on the highways—how can we stop it?
12. Safety equipment your car needs.
13. When do you have the right-of-way.
14. For safer winter driving.

## Area 4. Safety in Recreation

Recreation is fun time. Let's try to keep it that way, whether it is organized or group recreation, family recreation, or individuals at play. Children and young people are caught many times unaware by accidents. When they play, they don't stop to think of danger—often they don't recognize it when it is present. They need to be taught basic safety principles. If an accident injures one it spoils the fun for all.

### PREVENTING ACCIDENTS AND IMPROVING SAFETY IN RECREATIONAL ACTIVITIES

(Use for discussions, hazard hunts, etc.) Some important points for emphasis follow.

#### Indoor Recreation

Help protect young children from accidents by careful selection of toys and articles of play.

Have a gate at top of stairway for a young child.

Provide a place to store toys; have a special play area.

Destroy discarded refrigerators, ice boxes and other unused equipment considered a hazard.

Consider the place and the amount of room available in selection of activities.

Consider games safe for everyone.

#### Outdoor Play Areas

Keep trash and rubbish picked up.

Keep game and play equipment in good repair and store properly.

Make sure everyone participating understands and practices the rules of the game; give necessary precautions.

Children should use caution in flying kites near power lines.

Make sure swings, trapezes, jungle bars, and seesaws are strong and safe. Instruct children how to properly use equipment.

Have wire netting on ball fields to protect spectators.

Keep children from playing in streets, roadways, or driveways.

Keep children from unnecessary roughness and tricks.

#### Camping and Hiking

Watch for poison ivy, poison sumac, or poison oak; know how to identify them.

Keep legs covered if ticks and jiggers abound in woods, grass or brushes.

Use proper caution for gravel pits, excavations, abandoned caves, city dump.

Dress properly for protection, wear low heeled comfortable shoes.

Know how to properly build camp fires and how to put out a fire.

Exercise caution in snake infested areas; know how to take care of snake bites.

#### Horseback Riding

Keep bridle, reins, stirrup leathers, and cinches in best possible condition, supple and pliable; replace them if worn.

If learning to ride, ride under direction of a competent instructor or older person who is a good rider.

Know safe practices of mounting, sitting in the saddle, handling reins, and riding.

Have horse in the clear when mounting.

Keep your horse a safe distance from other mounts.

Ride a mount you can manage at all times.

Wear proper and "safe" clothing for riding.

Understand the normal behavior and reactions of horses.

#### Winter Sports

Ice skate only on ice that is known to be safe.

Avoid congested areas; don't slide down hills which end at intersections when sliding.

Avoid taking unnecessary risks, such as hitching a ride behind cars or horses with your sled.

Learn safe skiing practices; select slopes carefully to ski or slide down.

Avoid rough games.

#### Water Safety

Eighty percent of all drownings occur within 15 feet of the shore.

Know how to swim safely. Swim with a buddy or small group, never alone.

Avoid swimming when overheated or tired; wait at least 1 hour after meals.

Avoid diving in unfamiliar water.

Have a qualified life guard for larger groups. Recognize your swimming limitations.

Know what to do in case of trouble. Provide rescue equipment and mark off safe area for swimming in ponds and streams.

Have adult supervision for small children.

Know how to give artificial respiration.

#### Boat Safety

Make sure boat is sea worthy before going out on water.

Follow manufacturer's recommendation on load limit and size of motor to use.

Have a life preserver for each person on board a boat. Have oars and paddles.

Avoid standing in the boat; use caution in getting in and out of the boat.

Stay with the boat when it upsets.

### **Gun Safety**

Keep gun unloaded. Store ammunition and gun safely.

Know how to carry a gun while climbing over obstacles, walking through brush, going through a fence or hunting with others.

Know how to use firearms safely.

See that all parts of the gun are in good working order.

Know the range of your gun.

Avoid shooting when you can't see where the full range of your shot is going.

Avoid wearing too drab, dull, or white garments.

Practice gun safety.

#### **THINGS MEMBERS CAN DO**

1. Show slides or films on gun safety, swimming safety.
2. Roll call topics:
  - How to swim safely.
  - A safe game for indoors.
  - A safety hazard for a small child.
  - A recreation safety hazard I improved.
3. Make toy chest or place for storing recreational equipment.
4. Make a safe toy for a small child.
5. Study and practice safety precautions in recreation.

6. Arrange for qualified person to discuss and/or teach gun safety, swimming, horseback riding, boating.
7. Improve the play areas on the school ground or at home.
8. Learn how to swim; encourage others to learn.
9. Learn how to handle a gun safely.
10. Offer to help supervise play ground area.
11. Assist with recreational program—stress following safe rules of the game.
12. Learn artificial respiration.
13. Learn how to clean a gun.

#### **TOPIC SUGGESTIONS FOR TALKS, DEMONSTRATIONS, EXHIBITS, BOOTHS**

1. How to select the right toy.
2. How to store toys and play equipment.
3. Making the playground safe.
4. Building a camp fire the safe way.
5. Practice safety in horseback riding.
6. Making pond or stream safe for swimming.
7. What you should know about swimming.
8. How to handle a gun.
9. Boating can be safe.
10. How to take care of a snake bite.
11. Giving artificial respiration.

# Area 5. Fire Prevention

Every 57 seconds somebody's home catches fire. Three quarters of all the death from fire are caused from fires in homes, with about 100 serious injuries for every fatality. Children are the most frequent victims. Property loss is high—at least \$150,000,000 annually on farms.

## PREVENTING FIRES

(Use for discussions, hazard hunts, etc.) Important points for emphasis follow.

### Know Causes of Fire

Fires on farms are due to eight principle causes. They account for most of the farm fire losses.

**1. Faulty flues and chimneys.** Rebuild defective chimneys. Clean the flues, stoves, and furnaces frequently.

**2. Sparks from chimneys, bon fires, grass fires.** Use a spark arrester on chimneys. Allow at least a 6-foot square clear area for a campfire.

**3. Lightning.** One of the major causes of barn fires. Properly installed and well maintained lightning arresters will provide complete protection to the buildings. Television antennas should be properly erected and grounded.

**4. Carelessness with matches and cigarettes.** Safety matches are recommended. Be sure match flame is out before discarding. Dry leaves and grass catch fire easily. Cleanliness and tidiness in and around all buildings is essential. Burn rubbish in the open away from buildings when there is no wind.

**5. Spontaneous Ignition.** Improperly cured and stored hay or other roughage may cause a fire. Keep oily cloths in metal containers.

**6. Improper Use of Gasoline or Kerosene.** Label and store properly. Store gasoline at least 50 feet from farm buildings. Never use kerosene or gasoline to start or revive a fire. Never use inflammable cleaning fluids for cleaning purposes.

**7. Unsafe Stove and Furnace Installations.** Inspect and clean chimneys. Protect areas around furnace, stove, or gas water heaters.

**8. Misuse of Electricity and Appliances.** Wiring should be properly installed and approved materials used. All materials should be labeled Underwriter's Laboratories Incorporated. Fuses are safety devices. Use safe size for the wiring used. Never place extension cords where they get excessive wear. Appliance should be connected directly to wall outlets. Large appliances should be grounded. Heat lamps in brooder houses should never be closer than 18 inches to bedding or litter.

## Be Prepared for Fire

### 1. Know the types of fires and how to control them.

There are three general types:

*Rubbish, wood, hay, cloth, paper fires.* Water is the best control. Use pump tank, garden hose or water bucket. Use a soda acid fire extinguisher.

*Flammable liquids* (gasoline, oil, paints, kitchen fats, etc.) Never use water as it will spread the flaming liquid. A smothering type of control is best. A supply of sand can quickly smother a fire. Use a carbon dioxide, a dry chemical, or a foam fire extinguisher.

*Electrical fires in motors, equipment, defective wiring, etc.* Smothering is best. Never use water unless sure the current is turned off. Use either a carbon dioxide, a dry chemical, or a vaporizing liquid extinguisher.

### 2. Home Fire Fighting Equipment To Have Ready.

Ladder high enough to reach upstairs windows. Rope ladder long enough to reach ground from upstairs windows. An axe and wrecking bar. Plenty of water. Keep plenty of buckets and emergency water storage in tanks, barrels, etc. if no pressure water system available. Fire extinguisher in good condition. Know how and when to use. First-aid kit handy.

## If a Fire Breaks Out

### 1. Have a family plan for escaping—hold fire drills.

Plan a program that takes care of every member of the family. Each member should know:

- ❖ Fire equipment available—how and when to use it
- ❖ Each one's responsibilities
- ❖ Methods of escape from the house and rules to follow in case of fire.
- ❖ Make definite arrangements with neighbors for assistance and the type needed.

### 2. Rules to follow in case of fire:

- ❖ Get everyone out and away from building.
- ❖ Call fire department at once, call neighbor if needed.
- ❖ Follow escape plan. Get out of building immediately. Never go back in a burning building—smoke not flame is the number one killer.
- ❖ In a smoke filled building—stay near floor, crawl when moving about.
- ❖ Never open a HOT door. Feel a door first before opening. If hot go another way or to the window and get help.

**3. If it is still a small fire.** Fight it to keep from spreading. The first five minutes are the most crucial ones.

**4. If a room is on fire.** Cut off air by closing all doors and windows. Tie a wet handkerchief or cloth over nose or mouth in escaping or assisting others to escape in a smoke filled room. Crawl along the floor.

**5. When clothing is on fire.** Do not run. Smother flames by wrapping in a rug, blanket or wool coat. Drop to floor and roll over slowly. Try not to inhale any of the flame.

**6. To put out grass or field fires.** Use fire extinguisher from truck or tractor if fire is small. If fire is out of hand, call fire department. Use wet gunny sacks or broom rakes to try to beat out fire. To keep fire from spreading—plow a fire break or wet down a strip in front of the fire.

#### **THINGS TO DO**

1. Learn how to use the different kinds of fire extinguishers.
2. Have a family fire drill and a plan in case of a fire.
3. Assemble first aid supplies in a convenient place.
4. Learn location of nearest source of water for fighting fires. Is it adequate? What more can be done?
5. Study and practice fire prevention measures.
6. Learn what steps to be taken in case of fire.
7. Make a tour of fire station. Learn what help is available. Possible pooling of resources with neighbors?
8. Roll call topic on: A fire hazard; How to help prevent fires; How to be prepared for a fire; What our club can do.
9. Participate with other groups in community program during Fire Prevention Week. This is the week in October containing the ninth day. Participate in Clean Up Week.
10. Learn and teach others how to build fires safely.

11. Put up "No Smoking" signs in barns. Label paint containers and store in safe place all combustible materials.

12. Make a file of fire prevention material.

#### **SUGGESTIONS FOR TALKS, DEMONSTRATIONS, EXHIBITS, BOOTHS**

1. Three kinds of fire and how to control them.
2. What to do if a fire breaks out.
3. How to conduct a fire hazard hunt.
4. A family plan for action in case of fire.
5. Be prepared in case of a fire.
6. What to do when clothing is on fire.
7. How to put out grass and field fire.
8. Building a fire safely.
9. First aid for common accidents at a fire.
10. What can happen if you overload a circuit.
11. Know how to keep fires from starting.
12. Electricity—make it safe.
13. Quick action in case of fire is essential.
14. Providing fire protection.
15. Your home fire fighting equipment.
16. How to make and install a chimney spark arrester.
17. How to make a trash burner.
18. The proper method of grounding metal roofs, wire fences, and radio and TV antennas.
19. Your fuse box.

# Area 6. Safety in an Emergency

All 4-H members and their families are concerned with the problem of what to do in an emergency. It is important to be prepared for and know what to do in the event of local disasters such as floods, storms, or accidents, or in the event of an enemy attack. Know the emergency preparations to make in the home, and how to work with the local disaster or emergency organizations in the community.

Two good sources for information are the American Red Cross and the Federal Civil Defense Administration.

## FIRST AID

Every family member should have some first-aid training. If possible, at least one member should take a Red Cross first aid course according to recommendations by the Federal Civil Defense Administration.

First aid is the immediate and temporary care given the victim or victims of an accident or sudden illness until the doctor arrives. Knowing what to do or how to do it may prevent added injury or danger and may save lives.

### General Rules to Follow in an Emergency

1. Keep an injured person lying in a comfortable position, head level, with body, until determined whether his injury is serious.
2. Keep him comfortably warm.
3. Examine for: serious bleeding, stoppage of breathing, and poisoning. Treat immediately. Look for wounds, burns, fractures, or dislocations.
4. Do not give an unconscious or semi-conscious person anything to drink.
5. Send for the doctor or an ambulance.

### Know What to Do in an Emergency

Learn what to do in the following important emergencies:

1. To keep an injured person from bleeding to death.
2. To help people with bad burns.
3. To help to prevent "shock."
4. To do the right thing about broken bones.
5. Preventing suffocation.
6. Handling injured people properly.

### Family and Community Preparedness

The family should work together as a team in preparing for emergencies—whether for local disaster or from enemy attack. Both the Red Cross First Aid or Home Nursing course would be helpful.

**The family** should be prepared for emergencies by:

- ❖ Having a first aid and a civil defense household first aid kit—handy and well stocked.
- ❖ Storing enough emergency food and water to sustain the family for a week.
- ❖ Teaching themselves self protective measures.
- ❖ Learning civil defense public action signals.
- ❖ Supplying themselves with best possible home shel-

ter, especially if located in a storm area or fallout zone.

- ❖ Participate in community emergency program.

**The community should** set up a preparedness program. Inform and get every family to participate in such an emergency program. Plan to include:

- ❖ Leadership assignments to various groups who should be equipped and trained.
- ❖ Evacuation. Every group should know their role. Families to know plan and essential information.
- ❖ Shelter. Local government should designate suitable basement areas in buildings, making necessary arrangements for equipping them.

## THINGS TO DO

1. Roll call:

1. Give a rule for first aiders.
2. Name article which should be in first aid kit.
3. An article to include in the home shelter.

2. Make a first aid kit for car, barn, home and/or school.
3. Take Red Cross First Aid course; learn simple first aid practices.
4. Learn how to apply simple bandages.
6. Show movie on accident prevention such as Miracle in Paradise Valley.
7. Make a Civil Defense Household first aid kit for your home shelter, know how to use it.
8. Encourage family participation in the Emergency Civil Defense program. Get family to work together as a team.
9. Rehearse first aid techniques in your home.
10. Know how to move injured persons.
11. Learn how to purify water and milk.
12. Learn how to care for a bed patient.
13. Study plans for the community civil defense.
14. Participate in Civil Defense exercises and plans.
15. Invite a nurse or a representative of local Civil Defense organization or the Red Cross to give talk or demonstration.

## TOPIC IDEAS FOR TALKS, DEMONSTRATIONS, BOOTHS, EXHIBITS

1. How to apply first aid properly in case of an accident.
2. Preparing a First Aid Kit.
3. First Aid for bleeding.
4. Applying artificial respiration.
5. Rescue breathing.
6. First aid for poisoning.
7. Types of bandages and their use.
8. What to do in case of shock.
9. How to rescue drowning persons.
10. Household sanitation in an emergency.
11. What you should know before disaster strikes.
12. What emergency preparations are necessary for civil defense.
13. How to stop a nose bleed.