

South Coffeyville Public School District

Livestock Farm—Operational Policies

Student/ Parent/ FFA Instructor/ 4-H Instructor

This is very important information! It is crucial that both student and parent read ALL the information BEFORE signing the contract. Your signature means that you have read, understand, and agree with each item below.

This contract will be held in effect until the completion of either show season 1 or show season 2. Show season 1 includes Coffeyville State Fair, Nowata Free Fair, and Tulsa State Fair. Season 2 includes Nowata County Fair, NEOLA shows, and Oklahoma Youth Exhibit (OYE). If there are any questions or concerns, please contact the FFA Instructor or the 4-H instructor prior to signing the contract to avoid any miscommunications.

The student will enter into this contract with the school district as a requirement for obtaining use of the farm facilities.

To be eligible for a farm agreement contract, a student must be enrolled in good standing in the 4-H or FFA livestock program.

Students will be allowed to show under South Coffeyville FFA after graduating from South Coffeyville, but no students will be allowed to use the school farm after graduation from South Coffeyville High School.

Only sheep, swine, and goats being fed for commercial purposes will be allowed to be raised on the school farm. No breeding projects of any kind will be allowed at the school farm.

All livestock will be kept only in pens designed for that particular class of stock.

Clearance through the agriculture teacher must be obtained prior to moving any stock on or off the farm, or making a change in pen locations. All farm accounts must be cleared before animals are removed. No animals will be slaughtered at the school farm. Only designated areas are to be used when dumping pen waste. Waters will be dumped outside away from the barn, so that there is no standing water. Heat lamps will be hung with a safety wire to insure no fires. Wheel-barrows must be empty after every cleaning.

- a. Sheep: \$10.00/head
- b. Swine: \$20.00/head
- c. Goats: \$10.00/head
- d. Cattle: \$25.00/head

A pen fee will be charged as follows to assist in defraying the expenses of the school farm: A limit of 3 animals per student will be allowed. If space is available, extra animals may be allowed, but will be charged an additional fee of \$5.00 per animal. Additional animals must be cleared by the Ag Instructor.

**All students will share and actively participate in the cleaning, care, and upkeep of the entire farm area.**

Each student is responsible for regular care, feeding, cleaning, and watering of his/her livestock project. Pens are to be cleaned thoroughly on a daily basis. If the pen is neglected on a regular basis, the student in charge will be fined an additional pen fee of \$5.00 for each offense. Students will receive a warning prior to the assessment of any fines. If the student is unavailable to feed or clean, it is their responsibility to find a replacement to complete the tasks.

A feeding schedule containing the names and phone numbers of all students concerned in cooperative feeding operation must be on file with the agriculture teacher within one week after the start of the project. Each student concerned will also have a copy of the feeding schedule.

The persons in charge of feeding for a specified period also are responsible for general care and cleaning of the project on a daily basis during that period. He/she is also responsible to inform the next person on the schedule of his/her responsibilities.

All manure removed by students will be deposited in the designated trash can or area. The wheelbarrow, scoop shovel, etc. must always be returned to their proper place after each use.

All water troughs are to be emptied and cleaned daily.

It is the responsibility of all students to report promptly any observed irregularity in condition of facilities or evidence of flagrant infractions of privileges or neglect to the animals.

No construction of building, or additions to existing buildings, will be permitted without prior approval of the school board. No equipment will be moved into the area without prior consent of the instructor in charge.

No livestock will be allowed to remain on the school farm for any extended period of time after the animals have reached market weight, without prior approval from instructor.

Removal of a student from the agriculture program voids the privilege of raising livestock on the premises. Arrangements will be made for the immediate removal or transfer of ownership of the student's livestock.

Upon termination of a livestock project, the water trough is to be drained and cleaned, and the pen thoroughly cleaned in preparation for the next project. If not properly cleaned in the time designated by the instructor, a fee to cover the cost of cleaning will be charged to the students responsible.

In the event of death of any livestock, the agriculture teacher must be notified immediately. Adequate provisions must be made for the disposal of the carcass

and for cleaning of the area vacated. Neither the agriculture department nor the school district guarantees a profit on any project. Loss that might be encumbered will be borne by the student involved.

It is the responsibility of the student to protect feed and equipment left by him/her at the school farm. He or she must lock such items in appropriate containers. The school district cannot accept responsibility for the loss of equipment or feed. All pens must also be locked.

It is recommended by the administration that a parent or responsible adult accompany students working at the farm outside of school hours.

Each student will maintain an accurate and complete project record book available for monthly review by the advisor.

Students will be required to sign in and out at each feeding, and keep track of activities on the pen clipboard.

Students must attend a majority of the project meetings and scheduled weigh-ins.

It is the student's responsibility to immediately inform the instructor of any illness or injury that the animal may incur.

The farm is off-limits during the hours of 9 p.m. - 5:00 a.m. Please feed your animals during farm hours.

# Livestock Farm Operational Policies Student/Parent Contract

We, the undersigned have read the RULES AND REGULATIONS governing the use of the LIVESTOCK PROJECT FARM. We realize that the use of the farm is a privilege and not a right; in return for the use of the facilities, we agree to adhere to these rules and regulations. We further realize that failure to comply with the terms of this contract may cause in termination of the student's project.

FFA Member (print name)

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FFA Member (signature)

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4-H Member (print name)

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4-H Member (signature)

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Parent/Guardian (signature)

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Date \_\_\_\_\_

Please indicate the intentions of your project:

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## Swine Owner Responsibilities

- Clean Pen Daily!! This cannot be emphasized enough. The pen is easier to clean if done regularly, and the odor is kept down. We do have neighbors, and the public is always coming through. Your pen is a reflection of YOU, YOUR PARENTS, and YOUR SCHOOL. A clean pen keeps animals healthier.
- Feed that gets wet or caked in the bottom of the feeder should be removed as well.
- Check water daily! Make sure your animal always has as much water as it wants.
- Pine shavings or an approved bedding is required for all animals.
- When cleaning pens, level all shavings in pen so the animal has a warm dry place to sleep. If you keep up with this, the shavings can last much longer than if pen is allowed to get more than one day between cleanings.
- If your animal damages anything on the farm, you are responsible for fixing the damage. Destroyed property will be fixed within one week, or the farm will fix it and you will be responsible for any occurred costs including a labor cost of \$15.00 per hour.
- It is your responsibility to clean all aisle ways surrounding your pen. This includes huts, the panels on the pens, or any debris that are around your pen.
- All tools and equipment, including personal items i.e. show cane, rubber boots, etc. need to be properly stored away.
- All feed sacks should be placed directly in the trash barrel. When the barrel becomes full, take trash to the dumpster located beside the gymnasium.

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Parent Signature

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Student Signature

## Goat Owner Responsibilities

- Clean Pen Daily!! This cannot be emphasized enough. The pen is easier to clean if done regularly, and the odor is kept down. We do have neighbors, and the public is always coming through. Your pen is a reflection of YOU, YOUR PARENTS, and YOUR SCHOOL. A clean pen keeps animals healthier.
- Feed that gets wet or caked in the bottom of the feeder should be removed as well.
- Check water daily! Make sure your animal always has as much water as it wants.
- Pine shavings or an approved bedding is required for all animals.
- When cleaning pens, level all shavings in pen so the animal has a warm dry place to sleep. If you keep up with this, the shavings can last much longer than if pen is allowed to get more than one day between cleanings.
- If your animal damages anything on the farm, you are responsible for fixing the damage. Destroyed property will be fixed within one week, or the farm will fix it and you will be responsible for any occurred costs including a labor cost of \$15.00 per hour.
- It is your responsibility to clean all aisle ways surrounding your pen. This includes huts, the panels on the pens, or any debris that are around your pen.
- All tools and equipment, including personal items i.e. show cane, rubber boots, etc. need to be properly stored away.
- All feed sacks should be placed directly in the trash barrel. When the barrel becomes full, take trash to the dumpster located beside the gymnasium.

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Parent Signature

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Student Signature

## Sheep Owner Responsibilities

- Clean Pen Daily!! This cannot be emphasized enough. The pen is easier to clean if done regularly, and the odor is kept down. We do have neighbors, and the public is always coming through. Your pen is a reflection of YOU, YOUR PARENTS, and YOUR SCHOOL. A clean pen keeps animals healthier.
- Feed that gets wet or caked in the bottom of the feeder should be removed as well.
- Check water daily! Make sure your animal always has as much water as it wants.
- Pine shavings or an approved bedding is required for all animals.
- When cleaning pens, level all shavings in pen so the animal has a warm dry place to sleep. If you keep up with this, the shavings can last much longer than if pen is allowed to get more than one day between cleanings.
- If your animal damages anything on the farm, you are responsible for fixing the damage. Destroyed property will be fixed within one week, or the farm will fix it and you will be responsible for any occurred costs including a labor cost of \$15.00 per hour.
- It is your responsibility to clean all aisle ways surrounding your pen. This includes huts, the panels on the pens, or any debris that are around your pen.
- All tools and equipment, including personal items i.e. show cane, rubber boots, etc. need to be properly stored away.
- All feed sacks should be placed directly in the trash barrel. When the barrel becomes full, take trash to the dumpster located beside the gymnasium.

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Parent Signature

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Student Signature



## Cattle

### Cattle Owner Responsibilities

- Clean Pen Daily!! This cannot be emphasized enough. The pen is easier to clean if done regularly, and the odor is kept down. We do have neighbors, and the public is always coming through. Your pen is a reflection on you, your parents, and your school. A clean pen keeps animals healthier.
- The feeders to be used are the large troughs. You may use a bucket to bring the food to the feeder. Any hay or feed you spill must be picked up immediately.
- It is your responsibility to purchase your own food.
- Check waterer daily – problems can occur such as clogged pipes or even shut off water. Make sure your animal always has as much water as it wants.
- Pine shavings or an approved bedding is required for all animals.
- When cleaning pens sweep all shavings up to top of pen above board in pen so animal has a warm dry place to sleep. If you keep up with this, the shavings can last much longer than if pen is allowed to get more than one day between cleanings. Additionally shaving in the bottom of the pen is wasting your money.
- If your animal damages anything on the farm, you are responsible for fixing the damage. Destroyed property will be fixed within one week, or the farm will fix it and you will be responsible for any occurred costs including a labor cost of \$15.00 per hour.
- It is your responsibility to clean all aisle ways surrounding your pen. This includes the aisle at the top of your pen and also at the bottom.
- All tools and equipment, including personal items i.e. show cane, rubber boots, etc. need to be properly put away in your own tack bin or tools in their proper hanging area. Personal items left out around the farm will be disposed.
- All feed sacks should be placed directly in the dumpster and not placed in garbage cans.

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Parent Signature

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Student Signature