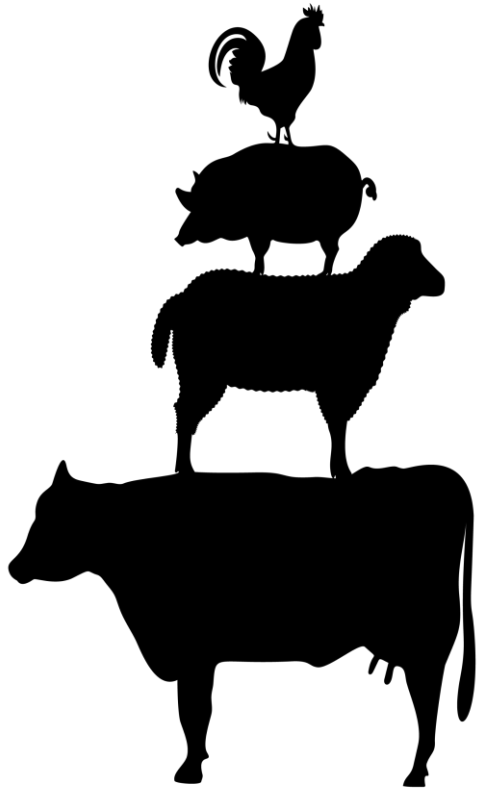


# ***Barn Policy and Livestock***

***Procedures  
Updated 5/2022***



## TABLE OF CONTENTS

General Information.....	3
Securing a Livestock Project.....	4
Facilities & Maintenance .....	6
Livestock Exhibitor Requirements.....	8
Guidelines for Feeding and Care of Animals ...	10
Discipline Policies & Rules .....	12
AG Teacher Contact Information .....	14
Project Guidelines Acknowledgment Form .....	14
Guest Approval Sheet .....	16
Vaccine, Drug, Spray, Feed, Additive or other Substance Approval Form.....	18

### NOTICE

All students raising a livestock project must read the following guidelines thoroughly and have their parents/guardians do the same. After reading, complete the "Barn Policy and Procedures" and return the agreement to the Supervising Agriculture Science Teacher from their school.

**Students will not be allowed to have an animal at the barn until the agreement has been turned into an Ag Teacher LIABILITY**

Haile Middle & AG Advisor(s) will assume NO responsibility for accidents, injuries or illnesses to students, livestock, parents or visitors resulting from the use of the facilities, equipment or livestock owned by other persons. No alcoholic beverages, controlled substances, or firearms will be allowed. Any student or parent in possession of these item(s) will have their project evicted at the owner's expense.

# GENERAL INFORMATION

---

The raising of livestock as a project is the most popular Supervised Agricultural Experience (SAE) that is conducted as part of the FFA program. The project is a cooperative effort of the student, parent/guardian, and advisor. It is designed as a training instrument. Its focus is to allow students the opportunity to apply information acquired in the classroom. The following guidelines are intended to clarify these responsibilities and define the requirements and expectations for the student, as well as the parent/guardian.

First, several areas need clarification before the student undertakes a livestock project.

- The raising of livestock in the Haile Land Lab is a student's privilege, not a student's right.
  - Feeding rules, regulations, and guidelines must be strictly followed in order to reap the benefits of this privilege.
- Livestock will not be allowed at the barn if they are not showing at Manatee County Fair or any of the Major livestock shows.
- The agriculture teacher is able to assist in the selection of your Market Animal Project, by providing you information for breeders, etc.
- **Please note that this facility is not designed for horses, or rabbits, therefore, it is the exhibitor's responsibility to find housing for these projects within the county.**

# SECURING A LIVESTOCK PROJECT

---

## Student Responsibility

- Students will assume full responsibility for the care and use of his/her respective pen and feed storage area.
  - A housing fee of \$100 (non-refundable) for animals will be collected prior to the animal(s) arrival on campus.
  - It is mandatory that those areas be kept clean and orderly at all times (areas will be subject to inspection at any time).
  - **Each pen must be cleaned daily.** This includes adding fresh shavings to your pen during the feeding period. (pine shavings for the pig barn). If this is not followed, the offenses are as follows:
    - 1st offense: student and parent contacted, ▪
    - 2nd offense: AP contacted ▪ 3rd offense:
    - removed from facility.
- Duplicate keys and/or combinations for all locks securing livestock and personal property must be given to the supervising teacher before installation of a lock. This will avoid damage to property if access becomes necessary by the supervising teacher or school authorities.
- Students will be responsible for general livestock sanitation of the whole facility, including fly control. All students will be required to clean the barn facility, not just their pens. If a student cannot attend a barn clean-up day, they must plan with their agscience teacher PRIOR to the event.
  - Sweep aisle ways and open areas
  - Clean shared areas such as scale area, wash rack, showmanship pen, etc.
  - Pick up trash around the barn and place it in the dumpster
  - Rake shavings and remove waste
  - Keep aisle way neat and clean
  - Remove trash

**If barns are not kept clean, we will have a mandatory cleaning day that all students will be required to attend.**

### **Expenses Incurred**

- The student is responsible for the initial cost of the animal and any expenses incurred while feeding and caring for the animal throughout the duration of the project; this includes but is not limited to bedding, feed, show supplies and vet costs.

### **Teacher's Role**

- The agriculture teacher's role is **advisory only**. The selection and purchase of the project is a cooperative effort. The teacher will not dictate what to buy, how much to spend, or from whom the purchase is to be made. The selection process should, however, be coordinated with the teacher before the animal is purchased.
- If you are removing your animal and going to raise the project at a different location you must give the location to the Ag Teacher so they can make sure all guidelines are met and they can supervise the project if needed. The teachers are ultimately responsible for signing entry forms for shows stating that the animal has been taken care of properly and that the animal has been raised in the county for the county show. This being said, we may check animals not at the school barn. Students' projects at the barn will be visited by ag teachers each week on their respective barn day.

### **Parent Concerns & Responsibilities**

- Provide transportation for daily care of animals and for workdays, practices, workshops.
- Provide support in the breaking, training, practice of your child's animals.
- Be aware of your students academic status
- Be knowledgeable and aware of the rules, regulations, and deadlines of all Fair and prospect shows.
- Suspension of any type (ISS, OSS, ATOSS) or behavioral problems may result in loss of animal housing and removal from school property.
- Student may not be on campus to tend to animal(s) is suspended, out sick, or away from campus (that is not an excused event). Arrangements for care of animal must be made, and Ag Teacher must be aware of situation.

- When a program or concern arises, the best way to resolve it is by following a set “chain-of-command.” Always begin with the supervising teacher. If this protocol is not followed, an AP will be in contact with the parent to reiterate protocol and how to move forward.

**Supervising Teacher→Assistant Principal→Principal→District Office**

### **Dumpster**

- Your appointed ag-science teacher will demonstrate how to properly use the dumpster.
- You must dump all waste and trash to the furthest point of the dumpster and make it level from the front of the dumpster to the back of the dumpster and from the bottom of the dumpster to the top.
  - o No wheel barrels should be idle near the dumpster, shavings on the ground, or trash.
  - o If the dumpster has been closed, DO NOT open it. We are awaiting pickup and disposal of waste/trash.
- If dumpster protocol cannot be followed, cameras will be checked and the following consequences will be implemented
  - o 1st offense: student and parent contacted
  - o 2nd offense: AP contacted
  - o 3rd offense: removed from facility

## **FACILITIES & MAINTENANCE**

---

### **Equipment Use**

- Each program owns, manages, and maintains their own equipment.
- All facility scales, wheelbarrows, and trim chutes are considered barn equipment and can be used by both schools. Do not use equipment that you do not personally own or another school’s equipment.
  - o If you are unsure about things that are available for your use, stop and consult your Ag-science Teacher.

### **Facility Fees & Use**

- Each animal that will be raised on the complex must pay the facility use fee (\$100 on a yearly fee basis)

### **Barn/Stall Enhancements/Modifications/Cooler**

- It is strictly prohibited to make any modifications, enhancements, additions, etc. to the barn and/or stalls.
- It is strictly prohibited to wash or use water without ag teacher permission in the cooler. If you choose to disregard this rule you will be banned from the cooler for use with your project.

### **Animal Health**

- Each year, animals are at risk of sickness or having some type of medical problem. If an agriculture science teacher feels they can give medication to the animal and there is written documentation, they may do so. This does not mean that all problems can be solved by the Agriculture Science Teacher. There may be cases in which animals need to go to the veterinarian and receive treatment. In the event that the animal has been given a directive by the veterinarian to be quarantine, the animal must be **quarantined off-site at the expense of the student.**
- The medication that the Ag-Teacher gives is purchased by the chapter and students may need to reimburse the chapter for that cost. Most medication fees can be covered by barn fees. However, if a medication has to be administered several times, the student will be responsible for some of the expenses.

### **Other fees**

- Other fees that may be associated with a student's livestock project (but not limited to) are validation fees, entry fees, and/or transportation fees.

# LIVESTOCK EXHIBITOR REQUIREMENTS

---

## Livestock Show Eligibility

- To be eligible to participate in any livestock show, students must meet the following requirements:
  - Be enrolled in an agricultural science class.
  - Be a member of good standing of their respective FFA Chapter (determined by the agricultural science teachers)
  - Paid their FFA dues in full by each chapter's deadline
  - Attend **ALL** mandatory livestock meetings for their specific livestock project.
  - Be passing ALL subjects at the time that eligibility is determined. If a student is ineligible to show due to grades, we will adhere to the specific stock show rules;
  - Have paid entry fees on time and met show requirements.
  - Have approval of the supervising teacher.
  - Any student with an outstanding balance to their respective chapter will be ineligible to enter a show. This means if you have an outstanding balance with the FFA you will be required to pay it before an Ag Teacher will sign your entry card for that show.
  - **Students must attend 75% of FFA meetings to be able to show at any show.**

## Shows - Excused Absence Approval

- Students have the option to attend summer or prospect shows that an agriculture science teacher may or may not be present at. No student will be allowed to miss school and receive an excused absence to attend a livestock show without teacher approval.

## Animal Requirements

- Only top-quality animals will be approved for exhibition. Animals in poor condition due to disease, injury or neglect will not be allowed to participate. The final decision will rest with the supervising teacher.

## Show Entries

The Ag Department will assist students in making entries in the Manatee County Fair & Livestock Show and any approved major livestock show. Knowledge of Rules and Deadlines is the responsibility of both student and parent. Entry in Manatee County Fair and all other shows will be the responsibility of the student.



### **Travel to and from Shows**

- Students will be responsible for all personal travel to and from all livestock shows. A parent must attend all major livestock shows with their students. Transportation should be communicated 2 weeks in advance with your respective ag teacher. Ag teachers will provide transportation for animals to major livestock shows & County Fair that Chapter Animals are in attendance to. The parent is responsible for student **and** livestock transportation to certain events (i.e. summer shows, prospect shows, out of state shows.)

### **Discipline While at Shows**

- Livestock shows are an extension of the Haile FFA; therefore, students/parents will be responsible for their personal conduct. All school rules are in effect at these functions. Disciplinary procedures at the barn apply to shows as well.

### **Animal Care at Shows**

- While at the livestock show, each student will be responsible for all feeding, care and grooming of his/her animal. Teachers will be there to help but it is the student's ultimate responsibility.

### **Unruly Animals**

- Unruly animals, which may cause injury to others, will not be exhibited in any livestock show and must be removed from school property.

### **Stolen Property/Theft**

- Any equipment lost, stolen or destroyed while in the possession of a student will be replaced at the expense of the student. This includes all equipment that students borrow from the agriculture department. Students are responsible for damages on all borrowed equipment. We are not responsible for instances where you have stolen items or feed. TAKE PRECAUTIONS TO KEEP THESE INSTANCES FROM OCCURRING.

### **Specific Show Rules**

- It is the sole responsibility of the exhibitor to be familiar with all rules pertaining to his/her livestock project (this information may include weight limits, entry requirements, age, etc.). This information may be obtained from the supervising teacher.

### **Disposition of Livestock After the Livestock Show**

\*\*\*If a student wishes to keep their animal at the barn over the summer (ie. breeding animals that have not aged out), this needs to be communicated to and approved by the ag teacher 2 weeks prior to the animal's final show. This final show must also be pre-approved by the ag teacher with proof of registration to the approved show. \*\*\*

### **Students Not Returning**

- 8<sup>th</sup> Graders and/or students not intending to feed a livestock project for the following school year must remove all belongings (feed, storage containers, etc.) from the facilities by the final barn clean-up of the current school year (exception: Any approved show after that date).
- Anything left at the facility will be property of the agricultural science department.

## **GUIDELINES FOR FEEDING AND CARE OF ANIMALS**

---

### **Feeding Requirements**

- Projects must be fed and checked for sickness in the morning and the evening.
- In order for us to monitor the well-being and growth of the animal project we will require those students with projects on the school farm to attend at least two barn meetings a month. If you can make it to all of them that will benefit you and your project more. Those students that have projects at another location need to get with the supervising Ag Teacher and schedule visits.

### **Specific Feeding Information**

- After the animal has been selected and put on feed, the supervising teacher will make available more detailed information on caring for specific types of livestock. The student must attend the mandatory barn days to gain information and education on their specific livestock project.

### **Animal Welfare**

- It is the responsibility of the student to provide good treatment, fresh and clean water and food, and a clean pen for their livestock project on a daily basis. Neglect of animals will NOT be tolerated. Parents will be notified immediately if there are concerns.

### **Disease Prevention**

- The pen must be cleaned daily for all types of livestock. This reduces fly problems. Regular worming for internal parasites and vaccination for more serious diseases are mandatory. The supervising teacher will direct each of these procedures.

### **Approved Livestock Surgical Practices**

- At times it may be necessary to perform surgical procedures on livestock. Whenever possible, a veterinarian will be used to perform the procedures. However, the student and parent must realize there is always the possibility for complications. The owner must accept all risk of illness or death of the animal.

**\*\*\*Important Notice: It is strictly prohibited to administer any type of vaccine, drug, spray, feed additive, or other substance internally or externally to an animal without first receiving approval of the supervising teacher\*\*\***

### **Other Projects in Facility**

- Students/parents may not feed, water, move, or provide any other care to other student's SAE without permission from the owner. It is not the responsibility of others to care for or question the care of another student's SAE.

# DISCIPLINE POLICIES & RULES

---

## Removal of Animals

- The respective FFA Program reserves the right to remove any animal from the facilities if any one of the following conditions exists:
  - o Animal abuse or neglect in any form.
  - o Diseased or infected animals.
  - o Animals that are unsafe to handle.
  - o Students/parents failing to observe rules.
  - o Animals not being fed for show purposes.
  - o Student fails to attend validation or tag-in for majors or county show
  - o Student fails to enter county OR major shows (students must show at either majors, county show or both)
  - o Students are no longer involved in the program.

## Due Process for Removal of Students & Projects

- The following process will be used if any conditions listed above warrant so.
1. Teacher / Student / Parent conference / Parent Phone Conference.
  2. Recommendation for action by the administration / Discipline Referral
  3. Removal of animal(s) from the facilities.

## Severe Discipline Problem

- Based on the Ag Teacher's recommendation, administrative consultation, and depending on the severity of the offense a student can be removed immediately.

## Dress Code

Students should wear suitable clothing to the barn.

1. Shorts must be fingertip test. Students should not wear short shorts.
2. No Spaghetti Strap Shirts
3. No inappropriate slanders or sayings on your t-shirts
4. Students should wear **closed toe shoes** when at the barn for safety reasons.

## Driving / Parking

- The speed limit on the barn road is 10 MPH.
- Vehicles need to be parked in a manner to allow others access to the barn.

- The gates should not be blocked and no student/parent vehicles should be parked inside the gate unless unloading animals or large amounts of feed. After items have been unloaded, the vehicle must be moved back to the parking lot.

### **Trailers**

- For liability reasons, Haile FFA prohibits parking/storing personal trailers at the Haile Facility. Failure to abide by this policy will result in having the trailer removed at the owner's expense.

### **Guest Policy**

- Only students and their family members are allowed at the barn. No unapproved guests are allowed at the barn. If you have to get a ride or have a guest you must have approval by one of the Ag teachers prior to the visit by at least a day.. Remember you are responsible for your guests' behavior. You can be disciplined for your guests' unruly behavior/rule-breaking; to the extent of being removed from the barn, program, and discipline referral.

### **Other Animals at the Barn**

- No other animals except the livestock projects should be at the barn. No one should bring any dogs, cats, etc. to the barn unless you have written permission from an Ag Teacher.

### **Conflict Clause**

- If you or a family member is the source of strife or conflict at the barn, you and your project may be removed. Failure to comply will result in denied approval to participate at livestock shows, followed by loss of membership from your FFA Club.

### **Adaption Clause**

- In the rare case that there is a discipline issue not covered by our barn rules, the agriculture science teacher(s) will adapt rules to deal with the situation via the guidance of the Haile administration. Simply claiming "it's not in the rules" is not an excuse for poor behavior. The project barn is a part of our FFA program and extension of the school campus. Therefore, the same rules outlined by the school and district that you are required to acknowledge and sign for at the beginning of each school year, are always observed. A serious violation could result in a recommendation for immediate removal from the barn and FFA Program.

**\*\*\*All Agriculture Science Teachers (From Haile) are authority figures of the project barn and should be respected as such. School Administrators will administer consequences based on part of Ag Teachers recommendation\*\*\***

## **AG TEACHER CONTACT INFORMATION**

---

### **Haile Middle School**

Jessica Jones  
[Jones9j@manateeschools.net](mailto:Jones9j@manateeschools.net)  
941-714-7240x 22067

**After business hours and holidays, please contact  
agscience teachers with emergencies only**

## **PROJECT GUIDELINES ACKNOWLEDGMENT FORM**

---

By signing this document, you agree with the terms & conditions and the following statement:

*I have read and understand the aforementioned rules and agree to abide by them.*

**Student:** *I agree to abide by the rules and criteria set forth in the Conroe ISD Barn rules that I have received, read, understood, and signed. I agree to pay all relevant fees associated with the expense and upkeep of my project animal. I agree to conduct myself in a professional manner at all times and comply with the stated rules. Parent/Legal Guardian:* *I agree to abide by the rules and criteria set forth in the Handbook that I have received, read, understood, and signed. I agree to pay all relevant fees associated with the expense and upkeep of my child's project animal. I agree to indemnify Haile*

*Middle, its employees, and volunteers of liability for any injury that my child, my guests, or I may sustain by participating in activities at the Haile Middle Agriculture Facility and I agree to monitor my child for compliance with the stated rules.*

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Parent Cell: \_\_\_\_\_

Student Cell: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Student Email: \_\_\_\_\_

Teacher Signature of Approval: \_\_\_\_\_

Teacher's Signature

Paid: \_\_\_\_\_ Date Paid: \_\_\_\_\_

I am keeping my animal at (please list address): \_\_\_\_\_

**\*\*\*This paper must be signed before your animal will be allowed at the AG Barn and turned in to supervising teachers\*\*\***

State of Florida

County of \_\_\_\_\_

THE FOREGOING INSTUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_

DAY OF \_\_\_\_\_, 20\_\_\_\_\_, BY \_\_\_\_\_

---

(SIGNATURE OF NOTARY PUBLIC-STATE OF FLORIDA)

(NOTARY SEAL)

---

(NAME OF NOTARY TYPED, PRINTED OR STAMPED)

PERSONALLY KNOWN \_\_\_\_\_ OR PRODUCED IDENTIFICATION \_\_\_\_\_

TYPE OF IDENTIFICATION PRODUCED \_\_\_\_\_

## GUEST APPROVAL SHEET

---

I, \_\_\_\_\_, agree to the Pruitt Barn Rules, Guidelines, and Procedures. I will respect the exhibitors, facility, animals, and property. I understand if I am caught disobeying the rules, guidelines, and procedures, I will be asked to leave and will not be approved to come back on the premises.

Guest Name Printed: \_\_\_\_\_

Guest Signature: \_\_\_\_\_



Ag Teacher Approval Printed Name: \_\_\_\_\_

Ag Teacher Approval Signature: \_\_\_\_\_

Approval for what dates? \_\_\_\_\_

# VACCINE, DRUG, SPRAY, FEED, ADDITIVE OR OTHER SUBSTANCE APPROVAL FORM

---

I am seeking approval to use the following items in/on my project.

List of Products Seeking Approval for:

I understand that Haile Middle School or agscience teacher is not responsible for anything that results in the use of these products. I have read the Livestock Show rules and understand I cannot use any illegal products and must be cautious of any withdrawal dates.

Printed Name of Student Exhibitor:

---

Signature of Student Exhibitor:

---

Date:

---

—

Printed Name of Parent or  
Guardian:\_\_\_\_\_

Signature of Parent or  
Guardian:\_\_\_\_\_

Date:\_\_\_\_\_

---

---

