



Student Participation Record Form

The Student Participation Record Form is designed specifically for the GEARING UP FOR SAFETY Training Program. It allows the instructor to maintain either a continuous written or electronic record of attendance for each participating student or youth, provides a place to record the scores from the written exam, pre-operational safety inspection exam, and the operational skills exam, and record date HOOAs certification was issued.

Upon completion of a course, the instructor should sign and date the form(s) and maintain a copy in their files for at least three years or until all students listed on the form have reached the age of 16. A copy should be provided to the supervising agricultural education instructor or the County Extension Educator/Agent (Program Leader) for their records.

The contents of this record should be considered confidential and not distributed in its entirety to students, parents, or others. Students/youth and their parents should have access only to the individual student's record.

According to the HOOAs certification requirements, participants are required to receive instruction on all of the topics contained in the GEARING UP FOR SAFETY curriculum. There is also a specific number of hours of instruction required to be certified!¹ Students who miss training sessions or do not have a sufficient number of instructional hours are not eligible for certification. Options for covering missed material include:

1. participating in “make-up” training sessions
2. completion of missed units by through independent stud of the material
3. completion of missed units via access to the GEARING UP FOR SAFETY website (www.agsafety4youth.info)

Another purpose for the record form is to confirm successful completion of the training in the event that the student loses his or her Certificate of Completion.

¹ What constitutes hours of instruction is not clearly defined in the HOOAs. Consequently, there is room for various interpretations of the number and types of hours considered sufficient. Experience suggests the total number of hours can include classroom instruction, demonstrations, three testing activities, and external assignments such as completing the farm safety inventory.

Student Participation Record Form

| Participant Name | LESSON 1 | LESSON 2 | LESSON 3 | LESSON 4 | LESSON 5 | LESSON 6 | LESSON 7 | LESSON 8 | LESSON 9 | LESSON 10 | LESSON 11 | LESSON 12 | LESSON 13 | LESSON 14 | LESSON 15 | Written Exam Score | Pre-Operational Exam Score | Operational Exam Score | Hours of Instruction | Certificate Issued |
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