



Flag Etiquette

Indiana 4-H Civic Engagement Activity

Civic Engagement Through Camp Flag Ceremonies

Audience: Adults **Duration:** 30 minutes

Overview: Basic information for adults and counselors to plan a flag ceremony at camp.

Objectives: Participants in this session will:

- Identify steps to include in planning and implementing a flag ceremony.
- Incorporate youth in leading the flag ceremony.

Materials

- Flags – United States and 4-H
- Flag pole with functioning rope and hooks
- Sound system
- Ceremony contents such as readings, songs, etc.
- “4-H Civic Engagement Flag Folding Activity” resource

Introduction

Civic Engagement is included in the way we conduct ourselves on a daily basis at camp. It involves courtesy, fairness, and leadership. Civic engagement can be incorporated into meals or programs at camp by telling stories, performing skits, or hosting guest speakers.

Civic engagement also involves the way we honor and respect the flags representing our country, state and 4-H organization. Flag ceremonies at 4-H Camps should be meaningful and interesting. A well-planned ceremony can make raising and lowering the flags a memorable experience for all involved.

Instructions

Recommendations for Counselors and Advisors in charge of flag ceremonies:

1. One person or committee should have the overall responsibility for flag ceremonies. Their duties include the items in this list.
2. Lower the flags at sunset and raise them at sunrise at the designated times.
3. Keep the program brief and to the point (10 minutes or less).
4. Select several 4-H members to raise and lower the flag.
5. Pre-plan the ceremony and insert campers into respective roles, or involve the campers in planning the entire ceremony. Readings, poems, songs, tapes, etc. need to be ready if the group will be planning their own ceremony.
6. The recommended number of people for the flag ceremony committee includes 2 responsible for the United States flag, 2 for the 4-H flag, plus others needed for readings, songs, etc.

New April, 2019

PURDUE
UNIVERSITY

Extension
INDIANA 4-H

7. When raising the flag, #1 and #2 4-H members are in charge of the United States flag. #1 attaches the flag (still furled or folded) with the star field at the top to the flagpole rope, while #2 holds the flag. The weight of the flag will cause it to unfurl easily as it is being hoisted. #2 will continue to hold the flag, while #1 hoists the rope just far enough for #3 to attach the 4-H flag to the rope just below the United States flag. Be careful that the stem of the clover is facing downward. #4 holds the 4-H flag. When it is fastened securely, #1 will hoist the flags briskly to the top of the pole. #1 then fastens the rope to the pole with a half hitch.
8. Remind all campers and counselors to be on time for the flag raising and lowering.
9. Be certain that the group knows how to fold the flag and that each camper helping with the ceremony understands his or her responsibilities. Have the group practice folding both flags. Follow the “Flag Folding Activity” resource available in the Indiana 4-H Civic Engagement Activity series.
10. Check the flag hooks on the flagpole to be sure they are working. Be sure the campers know which hook is for the top of the United States flag and which is for the 4-H flag.
11. Have the readers practice the entire ceremony so that each person knows his or her part of the presentation. Listen to them as they practice to help them with pronunciation of any words and to ensure they are speaking loudly and slowly.
12. Consider providing a sound system with microphone so that the readers can be more easily heard, especially with a large group.
13. When not attached to the flagpole, fold the flags properly, and store them in their proper place.
14. Optional: award a “Flag Sticker” to put on the name tag of those campers who helped with the ceremony.
15. Use a different ceremony each time to keep the campers’ interest.
16. Develop a theme or progression from one ceremony to the next that builds continuity and ends with a dramatic conclusion at the last ceremony.
17. Veteran’s organizations, National Guard units, and military reserve units may be willing to put on a special flag ceremony and demonstration.

Refer to additional recommendations for flag ceremonies in the “4-H Civic Engagement Flag Folding Activity” Resource.

