



Appendix 1 - YFC Code of Conduct

This code of conduct sets out the behaviour expected by members, staff, volunteers and parents involved with Young Farmers' Clubs and should be considered in conjunction with other policies and guidance as prepared by the NFYC or the County Federation.

YFC members and parents involved in YFC

As a member of YFC you should:-

- Treat people equally and fairly regardless of age, gender, sexual orientation, religion or disability
- Be non-judgemental and have respect for others
- Look after one another and not use any form of peer pressure or bullying
- Refrain from offending others with foul language, anti-social behaviour or discriminatory behaviour
- Not allow any form of discrimination to be condoned or go unchallenged
- Respect the opinions of others
- Co-operate with others and have a willingness to fulfil responsibility
- Have respect for property and other peoples' possessions
- Act within the law
- Not bring the reputation of YFC into question or disrepute

Club and county, area and national officers

In addition to the above club officers should:-

- Actively support the objects and mission of YFC
- Carry out the duties and responsibilities of their elected role in good faith
- Seek to be accountable for their role and submit to whatever scrutiny is appropriate and reasonable
- Make every effort to be punctual and reliable
- Participate in training in order to carry out their responsibilities effectively
- Respect the confidentiality of any meetings where confidentiality is required whilst never using confidentiality as an excuse not to disclose matters what should be transparent and open
- Not knowingly misrepresent the views of YFC
- Uphold the democratic principles of YFC
- Ask for help and assistance when required
- Comply with reasonable requests of staff and officers of the County and National Federations

- Comply with Charity Commission and other legislation.

Staff

All employed staff shall follow the code of conduct as set out in their contracts of employment which may include standards of personal behaviour, financial probity, use of equipment and IT facilities and data protection. They will also adhere to the codes of conduct within NFYFC or County FYFC policy and guidance documents.

Position of Trust/Responsibility

All staff and YFC members elected into office are in a position of trust/responsibility within the organisation, being in this position should dictate that you behave in a way that would not put members or colleagues in danger of harm or jeopardise the reputation of YFC.

In addition to the above code of conduct you should:-

- Consider your behaviour when engaging with members and in your actions. Is it helpful to remember that you should judge your actions and behaviour on how it would be perceived by others rather than how it is intended.
- Have clear professional boundaries when working with young people and in your general conduct.
- Not abuse or misuse your position of trust/responsibility. All interactions between staff/volunteers and members must be seen in terms of a professional relationship.
- Ensure working relationships are not misread or confused with friendship or other personal relationships. This is both to protect staff/volunteers and members from emotional harm or risk of potential false allegations.
- Remember that this code of conduct reflects not just your professional behaviour whilst working within YFC time and on YFC premises but also your behaviour whilst off-duty when you may encounter young persons with whom you have a relationship of trust/responsibility.
- Report your concerns to the event organiser, county organiser or a member of NFYFC staff if you feel that a colleague is behaving in an unsuitable manner or one which could put them at risk.