Yorkshire Federation of Young Farmers' Clubs

Policy on Standards of Personal Behaviour in YFC

Approved by Executive Committee
25th April 2024

This Behaviour Policy is applicable to all members and non-members attending a YFC club night, dance and/or event organised by the YFYFC movement and/or affiliated clubs and districts.
The officers/organisers of the YFC club night, dance and/or event have the authority to exercise this Behaviour Policy if and when required.

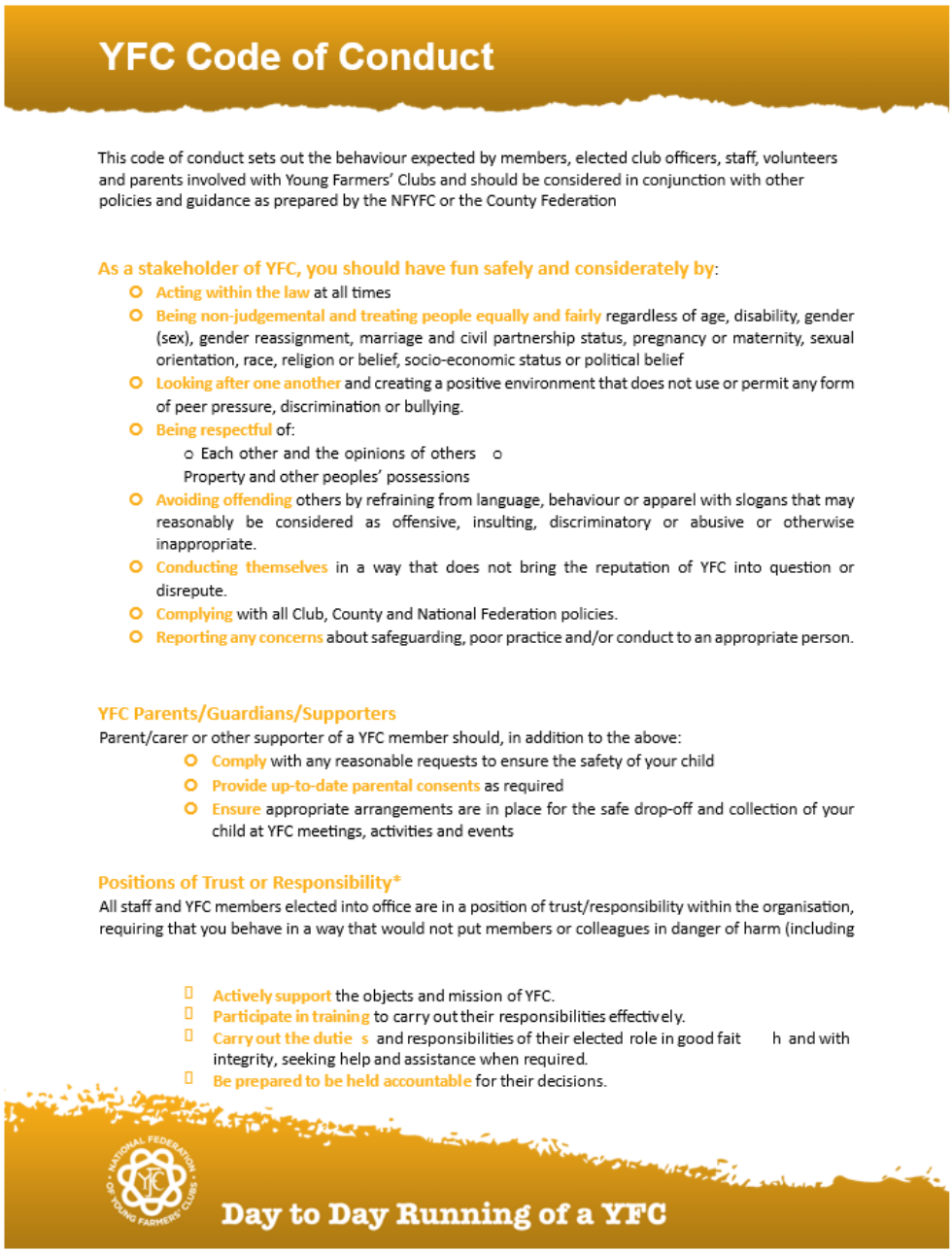
Regional Agricultural Centre, Great Yorkshire Showground, Railway Road, Harrogate, HG2 8NZ Tel: 01423 546170, Email: office@yfyfc.org.uk

This Policy is to work in conjunction with the NFYFC Policy on Standards of Personal Behaviour, and NFYFC Winning Behaviours Policy.

With a growing number of examples of detrimental behaviour by members and non-members of YFC, which are damaging the fundamental image of the movement, it is incumbent on YFYFC to set standards for the guidance of its own County, Districts and Clubs which will guide them in dealing with persistent troublemakers.

It must however be emphasised that judgement can only be made at the coalface and so this policy is to support local action, not to dictate.

NFYFC code of conduct updated 01.09.2023



YFC Code of Conduct

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

As a stakeholder of YFC, you should have fun safely and considerately by:

- **Acting within the law** at all times
- **Being non-judgemental and treating people equally and fairly** regardless of age, disability, gender (sex), gender reassignment, marriage and civil partnership status, pregnancy or maternity, sexual orientation, race, religion or belief, socio-economic status or political belief
- **Looking after one another** and creating a positive environment that does not use or permit any form of peer pressure, discrimination or bullying.
- **Being respectful** of:
  - Each other and the opinions of others
  - Property and other peoples' possessions
- **Avoiding offending** others by refraining from language, behaviour or apparel with slogans that may reasonably be considered as offensive, insulting, discriminatory or abusive or otherwise inappropriate.
- **Conducting themselves** in a way that does not bring the reputation of YFC into question or disrepute.
- **Complying** with all Club, County and National Federation policies.
- **Reporting any concerns** about safeguarding, poor practice and/or conduct to an appropriate person.

YFC Parents/Guardians/Supporters

Parent/carer or other supporter of a YFC member should, in addition to the above:

- **Comply** with any reasonable requests to ensure the safety of your child
- **Provide up-to-date parental consents** as required
- **Ensure** appropriate arrangements are in place for the safe drop-off and collection of your child at YFC meetings, activities and events

Positions of Trust or Responsibility*

All staff and YFC members elected into office are in a position of trust/responsibility within the organisation, requiring that you behave in a way that would not put members or colleagues in danger of harm (including

- **Actively support** the objects and mission of YFC.
- **Participate in training** to carry out their responsibilities effectively.
- **Carry out the duties** and responsibilities of their elected role in good faith and with integrity, seeking help and assistance when required.
- **Be prepared to be held accountable** for their decisions.

Day to Day Running of a YFC



emotional harm) or jeopardise the reputation of YFC. In YFC this applies to Club Officers, Leaders, Advisors, Trainers, and all other volunteers, including Presidents/Vices, Committee/Board members, etc.

In addition to the above, those in positions of trust or responsibility should:

- **Be transparent** and open about YFC business, maintaining confidentiality when required.
- **Declare any conflicts of interest.**
- **Uphold** the democratic principles of YFC.
- **Not knowingly misrepresent** the views of YFC.
- **Be familiar and compliant** with Charity Commission legislation, NFYFC policies and procedures, and any other relevant club and county policies.
- **Support and work collaboratively** with fellow club and county officers, county staff and NFYFC staff and officers.

This Code incorporates the Nolan principles** of standards in public life. It aims to ensure that all observe the highest standards of propriety and act in the best interests of the YFC community and the NFYFC at all times.



All YFC members agree and digitally sign the NFYFC Code of Conduct annually when signing up to digital membership. All members and under 18's parents should be aware of their responsibility under the Code of Conduct when joining YFYFC.

YFC members and non-member attending YFYFC events/meetings should:

- Act within the law.
- Treat people equally and fairly, regardless of age, gender, sexual orientation, religion or disability (protected characteristics).
- 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 and each other's personal space.
- Co-operate with others and have a willingness to fulfil responsibility.
- Respect property and other peoples' possessions.
- Not bring the reputation of YFC into question or disrepute.

ACTION BY EVENT ORGANISERS

Event organisers would be expected to assess any "offence" by collecting evidence, including giving those accused a chance to defend their actions. They should then follow these guidelines unless mitigating or other circumstances call for variation. They would then:

- Ban such individuals from membership of any club under their jurisdiction for the agreed time period.
- Ensure that banned people did not use YFC social facilities.
- Inform Northern Area counties and NFYFC of the people banned; their name and address and date of birth.
- Members registered on Silo Cloud should have their details updated as soon as possible to ensure they do not try to join other Federations in adjoining counties.
- Document the offence and the incident and submit to County Office using an Incident Report Form.
- Follow advice from the YFYFC Designated Safeguarding Officer or Health & Safety Officer.

This nationwide ban is to support such local action and YFYFC would remove insurance cover from any event or activity in which banned individuals were willingly allowed to participate.

The following are examples of areas of behaviour where disciplinary action may be warranted:

Type of behaviour	**Refuse to admit or exclude**	**Letter to be sent to club/parent etc**	**Ban**
Verbal abuse first time	Discretionary	No	No
Verbal abuse persistent	Discretionary	Yes - Discretionary	Discretionary
Verbal abuse of bar staff	Discretionary	Not unless persistent	Not unless persistent
Threat, attempt, be physically violent	Mandatory	Mandatory	Discretionary
Threat, attempt, be sexually violent either physically or verbally	Mandatory	Await police/court action	Mandatory if found guilty in court
Damage to property	Mandatory	Mandatory	Discretionary
Damage to fire/safety property	Mandatory	Mandatory	Mandatory
Illegal substances	Mandatory	Await police/court action	Mandatory if found guilty in court
Theft	Discretionary	Discretionary	Discretionary
Drink/drug driving	Mandatory	Await Police/Court action	Mandatory if convicted
Drink/drug driving on private land	Mandatory	Mandatory	Ban
Offensive behaviour not covered by the above	Discretionary	Discretionary	Discretionary
Drugs: Using/Possessing/Distributing/spiking (Either of drink or the person)	Mandatory	Await Police/Court action	Mandatory if found guilty in court
Being under the influence of drink before a competition	Mandatory	Mandatory	Discretionary

Bringing alcohol onto Event premises*	Discretionary	Mandatory	Discretionary
Consumption of alcohol on Event premises*	Discretionary	Mandatory	Discretionary
Criminal Offence	Mandatory	Mandatory	Mandatory if found guilty in court
Vomiting that requires cleaning when attending or travelling to/from a YFC event	Discretionary	Discretionary	£50.00 fine
Bullying of a YFC member by another member or members** ***See anti-bullying and cyber bullying policy for procedures*	Discretionary	Discretionary	Discretionary

*Alcohol must not be brought onto or consumed at the Event premises where it is a Licensed Venue, School/College, (or any other such venue), unless authorised by the Chief Steward.

RIGHT OF APPEAL

Members and non-members aggrieved by this disciplinary code may appeal through article 19 of the NFYFC Constitution 2021 which reads as follows:

DISPUTES

1) *If any dispute shall arise between a member or person claiming through a member or under the rules, or any person aggrieved who has ceased to be a member, or any person claiming through such person aggrieved, and the federation, or any officer of the Federation, it shall be decided by reference to arbitration.*

2) *Five arbitrators shall be elected by the Federation, none of them being directly or indirectly interested in the funds of the federation, and in each case of dispute the names of the arbitrators shall be written on pieces of paper and placed in a box, and the three whose names are first drawn out by the complaining party or by someone appointed by them, shall be arbitrators to decide on the mater of dispute. In case of a vacancy, or vacancies, another arbitrator or other arbitrators shall be elected at a general meeting.*

3) *In this rule the expression "dispute" includes any dispute arising on the question of whether a member or person aggrieved is entitled to become or continue to be a member or to be reinstated as a member, but save as aforesaid, in the case of a person who has ceased to be member, does not include any dispute other than a dispute on a question between them and the federation or an officer thereof which arose whilst they were a member or arises out of his previous relation as a member of the federation.*

All YFC events should be stewarded to a level considered appropriate to the circumstances of the event. All stewards should be briefed prior to the event by the Chief Steward on their roles and responsibilities in respect of their duty of care to create a safe and fun environment for YFC members and non-members and acceptable, and non-acceptable, standards of behaviour at that event. As part of this process, stewards should be aware of the procedure for dealing with such non-compliance.

SUSPENDED OR BANNED MEMBERS OR OFFICERS

Following the arbitration process, should a member or an officer (ie Club Leader) be banned or suspended from YFC activities and events, the Arbiters would write to the named individual, copying in the County Chairman and Club Chairman asking them to refrain from attending any YFC events. In the case of a suspension this may have an end date. The Arbiters will inform County Office staff to enable them to mark the person as banned on suspended on the Silo Cloud database following GDPR legislation.

Should a suspended or banned member or officer continue to attend YFC meetings, it is the duty of the Club/District Officers to inform the Designated Safeguarding Officer who will then liaise with the banned or suspended member, Trustees and NFYFC. If necessary, YFYFC will take legal advice to stop the prohibited member or officer from attendance at meetings, events or activities under its duty of care to safeguard members.

Should an officer by suspended or banned from their role within YFYFC and continues to create a "serious incident or significant risk" the Trustees have a duty of care to inform the Charity Commission and make a DBS Barring Referral. In extreme cases, this may mean reporting the harassment to the Police and seeking an injunction through the court process.

Approved at the Executive Meeting 25th April 2024

Signed: Kirsty Chapple

County Chairman 2023-2025

Review date: April 2027