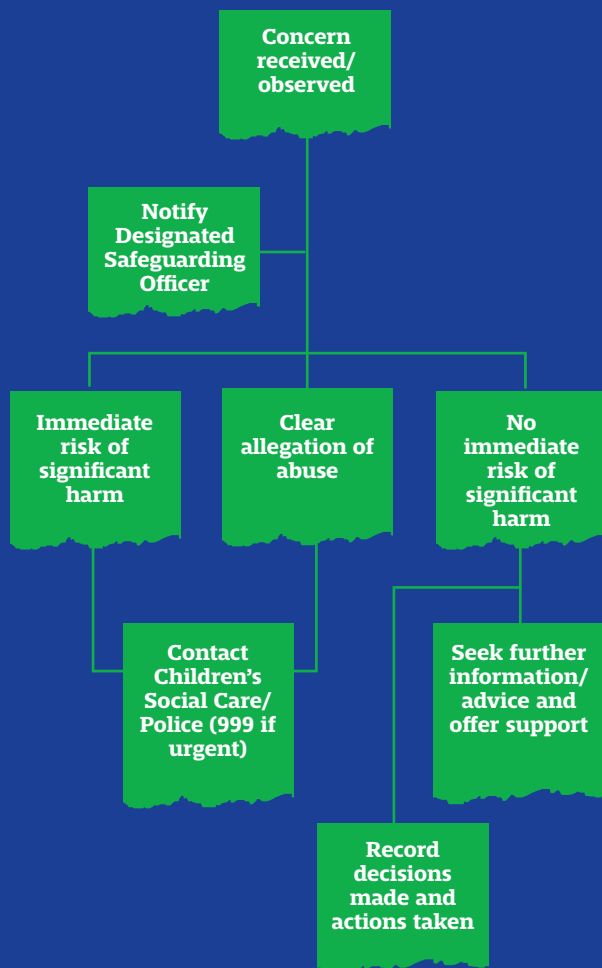


# Reporting a concern



## Concerns about a volunteer or staff member

Any safeguarding concerns or allegations about a YFC volunteer or staff member must be referred to the county safeguarding officer or NFYFC safeguarding team.



**Fun, Learning  
and Achievement**

## Useful Contacts

### Club Safeguarding Officer

**Tel:**  
**Email:**

### County Designated Safeguarding Officer

**Tel:**  
**Email:**

### NSPCC Child Protection Helpline (24 hour)

**Tel:** 0808 800 5000  
**Email:** [help@nspcc.org.uk](mailto:help@nspcc.org.uk)  
**Website:** [www.nspcc.org.uk](http://www.nspcc.org.uk)

### ChildLine Helpline

**Tel:** 0800 1111 (Monday to Friday 7.30am—3.30am,  
Saturday to Sunday 9am—3.30am)  
**Website:** [www.childline.org.uk](http://www.childline.org.uk)

**Local Police:** 101

### Local Children's Services:

### National Federation of Young Farmers' Clubs

YFC Centre, Stoneleigh Park, Kenilworth  
Warwickshire, CV8 2LG

**Tel:** 024 7685 7200 (office hours)  
**Email:** [safeguarding@nfyfc.org.uk](mailto:safeguarding@nfyfc.org.uk)  
**Website:** [www.nfyfc.org.uk](http://www.nfyfc.org.uk)



# Safeguarding in Young Farmers' Clubs



**Fun, Learning  
and Achievement**

# Welcome to YFC

**Young Farmers' Clubs (YFCs) provide the opportunity for young people to develop and learn in a fun, safe environment by participating in a diverse and educational club programme, that has been compiled by members. YFCs are open to all young people between the ages of 10 and 28.**

## **Club officers and the supervision of under-18s**

Meetings are organised and run by members, with the help of club leaders. The club officers include the chair, vice chair, secretary, treasurer and leader who are elected annually and have overall responsibility for the club and the activities in which members take part.

At least two of the club officers will be at every club meeting or event and will have responsibility for the under-18s present that day or evening. These officers are DBS checked and have had to provide suitability and character references.

## **Behaviour and discipline**

All members are expected to behave appropriately. Inappropriate behaviour that may have an impact on other members isn't tolerated. Minor incidents will generally be dealt with by the chair at their discretion, which could simply be a talk with the member. Parents will be contacted if more serious incidents occur. Information can be found in the Standards of Behaviour Policy available from the County Federation's office.

## **Safeguarding Officers**

Most clubs have at least one safeguarding officer who is overseen and supported by the county designated safeguarding officer, who in turn is supported by the national Head of Safeguarding.

## **Parental and photographic consent forms/permission slips**

On joining, YFC members under the age of 18 will be required to complete a membership and consent form. It is vital that the club holds a valid, up-to-date general consent form for each child.

These consent forms are updated on a regular basis and permissions slips are used as an updating mechanism for specific trip/event arrangements (or termly if permissions slips are not used) to ensure that the details on them remain correct.

## **Code of conduct**

### **YFC members should:**

- Treat people equally and fairly regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, socio-economic status or political belief
- 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 people's possessions
- Act within the law
- Not bring the reputation of YFC into question or disrepute.

## **Communication with members**

YFC will communicate with members in a variety of ways to make sure they are aware of the club's programme. Communication with children and young people must involve the parents. Communication arrangements are made locally between the club officers and the parents.

## **Transport**

It is the parents'/guardians' responsibility to arrange transport for their child to get to and from the meetings/activities. Where YFC arranges transport, for example for trips, they will arrange this with parents in line with the YFC Transporting Young People guidelines.