



# STAFFORDSHIRE FEDERATION OF YOUNG FARMERS' CLUBS

YFC Centre, County Showground, Weston Road, Stafford, ST18 0BD



**President:** Philip Bourne **Chairman:** Amy Boothby  
**Treasurer:** Angela Woodward **Organiser:** Julia Taylor



**Date of Issue – 27<sup>th</sup> October 2021**

Circulated to all parents of current Staffordshire YFC members aged 17 years of age and under.  
Copied to all Club Officers and Club Safeguarding Officers

## Staffordshire Young Farmers & Safeguarding our members

### IMPORTANT – PLEASE READ

Welcome to Staffordshire YFC, thank you for encouraging your son/daughter to get involved in our organisation. Staffordshire YFC's Clubs and County provide all members the opportunity to develop and learn in a fun, safe environment by participating in a diverse range of activities through the Club's weekly programme and County Calendar of events.

I am writing to you on behalf of the Federation, to explain our Safeguarding procedures which must be adhered to, whilst your son/daughter is still under 18 years of age. When your child is in the care of YFC we want to ensure that we have the most up to date information about your child, that you are fully aware of the activities they are participating in and we have the correct information should we need to make contact with you regarding your child.

### **Club's Weekly Programme – Consent Forms and Permission Slips**

Regarding the Club's weekly programme (which all clubs should print and supply in a timely manner to their members) if activities are held at the regular meeting place, then the membership form which you completed at the start of the year has a combined consent form within it, for such activities. If the club organises an event or activity away from the regular club meeting place, for example, Ice Skating, a farm walk or social with another club, then the Club will ask you to complete a Permission Slip which confirms your consent to that specific activity, which will be detailed on that slip by the Club. **If your contact details or your child's details change during the year, please do contact the club concerned or me direct at the County Office, so that we always have the most up to date information.**

### **County Competitions**

For all County Competitions, a member aged 17 and under must bring their current membership card (signed with photo inserted) and a signed and completed Permission Slip on each occasion. These forms can be downloaded from our website under the calendar section for the competition – we are looking at an online system for this and will advise of any changes as soon as possible.

### **Staffordshire YFC Licensed Social Events (Discos and Balls)**

For all Licensed Social Events, Staffordshire members who are aged 16 – 17 years may attend, but they must adhere to the following admission policy:

- They must be a current Staffordshire YFC member.
- They must bring a completed and signed Parental Consent Form on the night which states the name of their supervisor who is also a Staffordshire YFC member and aged 18+.



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- They must arrive with the supervising Staffordshire member aged 18+ in order to be allowed entry to the event.
- A maximum of 3 U18 Staffordshire members may be supervised by one 18+ Staffordshire member
- They must comply with all current licensing laws.
- Anyone attending an event who is over the age of 18 must be either a Staffordshire YFC member or a member of another county (verified by secondary form of ID). If they are a non-member to our organisation, they may attend if they are signed in by a Staffordshire YFC member who is aged 18+. At all times, we wish to ensure that we know who is attending our events, representing our clubs and county and maintaining the expected standard of behaviour in order to protect our reputation.

**All Staffordshire YFC clubs are advised to follow the same guidelines and procedures for their own Club Licensed events.**

**Transport arrangements** – YFC often relies on the goodwill of senior members and volunteers to transport younger members to and from meetings and events. Arrangements for transport by YFC should be confirmed by the Club at the time of the event – which should be stated on Club Programmes or permission slips. Transport arrangements that are made between parents and members outside of YFC (i.e. when YFC is not providing transport as part of an activity) are a private arrangement outside of the control of the organisation and are the responsibility of that parent and the person they arrange the transport with who may or may not be a YFC member.

**Drop off and Collection Arrangements** – Clubs should be publishing start and finish times of their activities on Club Programmes/Permission Slips and as a reminder when they send out texts to parents or in some cases emails. Please ensure that you check these times and if for any reason you are going to be late in collecting your child, please notify the Club officers. We would politely ask you to note that outside of the arranged times, you are responsible for your son/daughter as our Club Officers may not always be available.

**Members who are aged 17 and can drive to and from events/competitions** – these members must still bring the aforementioned paperwork in order to participate and to comply with our insurance via the NFU, which would be invalid in the case of any incident, if incomplete. Although able to drive to events independently, until their 18<sup>th</sup> birthday this member is still a child in the eyes of the law and the relevant safeguarding procedures still apply. If they arrive at an event without the correct paperwork they will be unable to participate.

Parental Consent Forms and Permission Slips exist so that County/Club Officers (who are taking responsibility for the event) have the essential information about the children and young people in their care and contact details for their parents/guardians should an incident occur. YFC also have a duty of care to ensure that parents are fully informed about the activities/events that their child is participating in.

Our full Safeguarding Policy is available from on request from the office.

**Staffordshire FYFC takes the care of your child very seriously and we rely on the support of parents to allow us to safeguard them effectively. If you have any concerns regarding Safeguarding within YFC or would like any further information, please do not hesitate to contact me.**

Yours sincerely



Julia Taylor  
County Organiser/County Designated Safeguarding Officer

**YFC Mobile: 07984 174557**