



Farndon Community Trust - Code of Conduct

1. Farndon Community Trust (FCT) expects a high level of good conduct from its employees, volunteers and all users of the Farndon Community Club's (the Club) internal and external facilities. Everyone deserves respect and to be able to enjoy the facilities of the Club without disturbance.
2. Employees, volunteers and all other users of the Club are required to refrain from offensive language and behaviour, to respect the Club environment and to avoid damage to the building, its surrounding grounds and fixtures or to the property of others.
3. The FCT requires and expects that:
 - People will be treated with dignity and respect regardless of race, nationality, gender, sexual orientation, disability and age.
 - Club users will not display or distribute posters, leaflets or other forms of information that fail to treat all people with respect regardless of race, nationality, gender, sexual orientation, disability and age, or which would be likely to cause offence.
 - At all times people's feelings will be valued and respected. Language or humour that people find offensive will not be used e.g. racist jokes, or comments or jokes that are derogatory to someone with a disability.
 - No one will be harassed, abused or intimidated on the grounds of their sex, race, age, nationality or sexual orientation. Incidents of harassment will be treated seriously.
 - If a matter cannot be resolved by way of an acceptable apology and an undertaking that the offence will not be repeated, the following action will be taken:
 - i) The alleged offender will be asked to leave the premises.
 - ii) In a case involving an employee of the Club, appropriate disciplinary action will be taken.
 - iii) In a case involving a visitor or user of the Club he or she may be suspended from further attendance until such time as the complaint is resolved to the satisfaction of the trustees.
4. Specific Conduct
 - a) Smoking and illegal drugs will NOT be allowed in the Club.
 - b) No abusive, threatening or obscene language or physical abuse will be tolerated.
 - c) No weapons of any kind (including concealed) will be allowed in the building.

d) Items for public display (e.g. brochures, flyers, and other materials) will need to be approved by an FCT trustee. Generally, requests for political and religious materials to be displayed will be denied.

e) Organisations or individuals may not use the Club as a mailing address, telephone contact, or for storage, without approval of FCT.

f) Any person violating these rules of conduct, constituting a public nuisance, or otherwise misusing the facility, will be asked to leave. Such persons may be banned from future use of the Club facility, either temporarily or permanently, depending on the nature of the incident.

Approved and signed on behalf of Farndon Community Trust:

(Chair) Signed:

Name: Robert Caddy

Date: April 2022

(Secretary) Signed:

Name: Deborah Molony

Date: April 2022