



Members Code of Conduct

Basis of Code

Young Barnet Foundation expects all our members to support our mission and vision, which is all underpinned by Generous Leadership and Trusted Relationships.

The code is based upon the [YBF Strategic Plan, in particular our Values and Key Objectives](#). Our membership criteria are also relevant to the code. It applies to all Active YBF members; full, associate, supplementary school and school. It also applies to all staff and volunteers representing the member organisation. Applies to all staff and volunteers representing the member organisation.

The Member Code

1. Members should work to fulfil their charitable objectives and/or good causes; with transparency and integrity, not for personal or private gain.
2. Members should act openly regarding governance and constitutional standing; updating YBF of any significant changes or challenges, especially where this may change their membership eligibility.
3. Members should always conduct themselves with integrity, and honesty, showing the utmost respect to others, within the team and in the wider community. Unacceptable behaviour will not be tolerated. We understand that people may act out of character in times of distress or frustration. However, if that frustration becomes aggression or abuse towards our staff/other members/in the wider community, that will not be accepted. Our staff have the right to undertake their work free from aggression or abuse and we expect them to be treated with courtesy and respect.

Aggressive or abusive behaviour may include but not limited to:

- a. threats of physical harm or actual physical harm
- b. behaviour or language (verbal or written) that may cause staff to feel offended, afraid, threatened or abused
- c. insulting or degrading language
- d. personal grudges toward certain staff
- e. making serious allegations against staff without any evidence
- f. We may also decide that comments aimed not at us but at third parties are unacceptable because of the effect that listening to or reading them may have on our staff.

Examples of unacceptable behaviour may include but not limited to:

- a. threats, verbal abuse, shouting, obscene/derogatory remarks and rudeness
- b. racist, sexist, homophobic, transphobic, disablist comments, or other harassment based on personal characteristics
- c. repeatedly demanding disciplinary action be taken against staff
- d. recording meetings or telephone conversations without consent
- e. fraud, deception, embezzlement, bribery, misuse of funds, conflicts of interest

Failure to comply could mean that we cannot support you/your organisation until action is taken to address areas of concern. Membership could be withdrawn completely.



4. Members should embed 'Generous Leadership' within their engagement with YBF, fellow members, wider partners and the communities they serve, as much as reasonably possible. Where reasonable and appropriate, they should go further and collaborate with fellow members and communities, especially where they have joint aims or overlapping work.
5. Members should try to support local empowerment. This means that the governance (where applicable) and decision-making around service design/delivery should be informed by an engaged Barnet community. Where organisations are based and governed outside of Barnet, particular attention should be paid to ensuring that Barnet beneficiaries can engage effectively.
6. Members should seek to share their understanding/findings and learning with the wider, local sector/partners for the betterment of our communities so that the sector remains proactive, visible, and relevant as we address local challenges together. This is vital as we seek to improve local support pathways for our CYP/F.
7. Members should commit to equality, diversity and inclusion, ensuring all services are delivered without discrimination so we can create safer, stronger, more connected communities.
8. YBF can support members to adhere to any of the above codes, all of which are underpinned by Generous Leadership and Trusted Relationships.

NOTE: Any member found to be in breach of the above code may have their membership suspended. Please refer to our [Deferred Member Policy](#) for more info

Young Barnet Foundation commits in return to:

1. Deliver support and services to our members in pursuit of our charitable objects and strategic aims, as set out in our Strategic Plan, in an open, professional and equitable manner; not for personal, private, or organisational gain.
2. To always act in accordance with our Values:

We are supportive. With our Space2Grow fund, we remain agile and responsive to the needs of our members and the children and young people who access their services.

We adapt. We build trusted relationships throughout the sector by supporting members and the wider community

We are local. We actively encourage the use and development of services and venues based in the borough

We are collaborative. As a member organisation we believe our sector and community is stronger when we collaborate and grow together

We are generous leaders. We believe everyone in our community can be generous leaders and giving of their time, expertise, gratitude, praise, or resources to help create safer, stronger, more connected communities. This is our ethos



3. To not to be competitive with our member organisations for the delivery of established frontline services to the Barnet Community, which are beyond our remit, unless there are specific reasons for us to do so (*this may include being asked to do so by sufficient numbers of members, significant concerns about quality of services impacting on wider sector reputation, or where a service has wider benefits or potential benefits to our member organisations, beyond a single provider, and we are able to enact those benefits*).
4. To handle feedback, complaints, or grievances from members in a professional manner, in accordance with our policies and procedures, with a view to continuous improvement. Where we have acted in error we will be honest, apologise and seek to remedy the situation wherever possible.

Flow Chart on the process to make it visually clear with the introduction to the flow chart:

Young Barnet Foundation is dedicated to fostering a supportive and inclusive community amongst its member organisations. To promote relationships and a positive environment, YBF has established a Member Code of Conduct and Deferred Membership Policy outlining shared expectations and responsibilities.

The Code of Conduct emphasises that member organisations should uphold principles of integrity, accountability, and respect in their conduct. Violations of these principles or other concerning behaviours may result in the member being designated as a "Deferred Member" whilst the issue is addressed.

The attached flow chart illustrates the thoughtful process YBF follows when concerns about a member are raised. The goal is to provide support and give opportunities for improvement whenever possible. Removal of membership is a last resort if harmful or unaddressed issues remain.

By establishing clear guidelines and procedures, Young Barnet Foundation seeks to sustain a collaborative, principled voluntary sector. The Code of Conduct and Deferred Membership policies are designed to encourage cooperation, communication, and continuous improvement amongst members. Adherence to these policies allows YBF to better serve our member organisations and the Barnet community.

We are not here to police the sector, we aim to be a supportive and collaborative support structure for our members, however, we must ensure that we keep the children of Barnet as our number one priority and as such, need to have the correct policies, procedures and due diligences in place to do this.

Thank you for your understanding

Kindly

Young Barnet Foundation

YBF Code of Conduct & Deferred Membership Flow Chart

When joining the Young Barnet Foundation (YBF), all members agree to the Members Code of Conduct, which sets shared expectations to maintain a supportive environment. The diagram below shows the steps YBF will take if any issue arises that may conflict with the Code. This Code of Conduct also aligns with the 'Deferred Member' policy, supporting our commitment to a positive, inclusive community.

