

NSCF CODE OF CONDUCT

'All people are welcome, all behaviour is not'

As a person* involved in the services provided by Northey Street City Farm, I agree to the following:

1. I respect the rights, dignity and worth of every person (child or adult), regardless of their abilities, gender, sexuality, religion or cultural background.
2. I will treat myself with respect and am committed to self-care for my sake as well as the sake of others.
3. I support the efforts of NSCF to provide a safe and nurturing environment by following WH&S guidelines and by modelling safe behaviour.
4. I understand that the Permaculture Ethics and Principles are important in the context of the work we do at Northey Street City Farm, and I am committed to ensuring that our decisions and actions are informed by them wherever possible.
5. I will have input into relevant decision making processes, and will speak up if I am worried or concerned about something.
6. I respect the opinions and decisions of others, knowing that I will not always agree, but will accept with good grace that I am part of a community and that sometimes my ideas and priorities will differ from those of the Farm as a whole.
7. When necessary, I will respectfully raise any issues or concerns I have with others. I will follow the appropriate dispute resolution process according to policy.
8. I carry out my responsibilities to the best of my abilities and according to my role requirements (if relevant, see position description).
9. I am open to offering and receiving feedback through periodic review processes.
10. I am willing to undertake personal/professional development where relevant.
11. I hold myself and others to account for our words, attitudes and work.
12. I am flexible, open to new ideas, and actively seek to learn from others at the Farm, learning from the results and sharing them with others.
13. I am willing to ask others for help and provide help to others when possible.
14. I understand the need for structures, systems, policies and procedures, and accept these for the good of the Farm.
15. I am committed to working and behaving in a manner that has the best interests and long term sustainability of Northey Street City Farm in mind, to see it become what we envision. I accept Northey Street City Farm "Standards of Appropriate Behaviour" as detailed in the table below.

* "person" refers to: staff, students, volunteers, stall holders, contractors

(Please return a signed copy of this form to the Northey Street City Farm Office)

Ihave read the Code of Conduct and understand the standards of conduct expected by all people at Northey Street City Farm.

I also acknowledge that if I am found to be in breach of the Code of Conduct, I may be subject to disciplinary action in accordance with the NSCF Grievance Management Policy, which may include the termination of my employment, volunteer involvement with the Farm or ability to participate in Farm courses and activities.

Signed

Date

Involvement: contractor / employee / volunteer / student / stall holder

NSCF Standards of Appropriate Behaviour

	Appropriate Behaviour	Inappropriate Behaviour
Relationships And Communication (including online behaviour)	<ul style="list-style-type: none"> • Using open, honest, compassionate communication, and making clear and specific requests (e.g. Use Non Violent Communication) • Using a positive and respectful manner when communicating with or about other people (this includes being mindful of culture, age, gender, race, religion, ability/disability etc) • Being a positive role model • Building relationships based on trust • Empowering everyone to share in decision making • Creating open, clear, and inclusive communication channels • Sharing relevant information • Encouraging participation 	<ul style="list-style-type: none"> • Swearing or yelling • Bullying (see definition below) • Making sexually suggestive comments/jokes • Making racist comments/jokes • Displaying degrading or offensive materials • Making threats or demands • Teasing or playing practical jokes • Using derogatory language (including insults, criticisms, name calling, sarcastic or offensive language) • Making insensitive comments about peoples differences • Pestering, spying or tampering with personal effects or equipment • Favouritism (unfair treatment in relation to accessing opportunities e.g. training, leave, information, resources) • Undermining and deceiving • Defaming, gossiping or spreading rumours • Isolating, ignoring, excluding or marginalising • Withholding relevant information • Setting unrealistic workloads, deadlines and timelines • Harassing, humiliating or intimidating others, i.e. displaying behaviour that a reasonable person would consider to be unwelcome or unsolicited
Physical	<ul style="list-style-type: none"> • Allowing for personal space • Touching due to medical emergency or protecting from physical harm • Respecting personal space and boundaries 	<ul style="list-style-type: none"> • Displaying unwelcome physical contact, e.g. lingering hugs. • Violent or aggressive behaviour including hitting, kicking, scratching, biting, slapping or pushing • Kissing or touching of a sexual nature
Other	<ul style="list-style-type: none"> • Wearing appropriate attire/clothing for role • Use of internet/mobile phone for work related purposes only • Respecting and maintaining confidentiality of NSCF as an organisation, also of fellow community members 	<ul style="list-style-type: none"> • Any criminal behaviour (i.e. theft, vandalism, dealing, possessing or taking illicit drugs, carrying weapons) • Wearing inappropriate clothing • Making personal calls from work phone • Sending inappropriate emails • Disclosing any confidential information about NSCF outside of the appropriate team/MC • Disclosing personal details of fellow community members that have been shared with you in confidence

*Bullying is defined as *repeated & unreasonable* behaviour directed towards a worker or group of workers that creates a risk to health and safety. Please see the NSCF Anti-Bullying Policy for more details.