**OFFERED TO STEWARDS PANEL FOR CONSIDERATION**

**CODE OF CONDUCT**

Whilst this is a voluntary and friendly association some ground rules need to apply so we all look after each other and we offer a consistent professional contribution. These bullet points are not exhaustive, but we feel form a basis for qualitative practice.

* Please remember when you are ‘on duty’ you represent us all and we should act in a way that is responsible and positive.
* If you are involved in an associated sociable event (post show party) and especially where alcohol is shared, remember that how you behave may impact on the association in general and lead to negative comments being made. Try not to be seen over fraternising with competitors and do not discuss with them their class, or the judges actions in it.
* When in the show ring (in any capacity) it is important that you treat those you are working with, with respect and consideration. Should you be in a position where any discussion that could be disparaging or derogatory is being held, please avoid becoming involved in it. Also if you hear the discussion between others please keep it confidential and do not discuss it with any other, unless it’s content are actually criminal or dangerous. There are laws against racist or homophobic comments for example and whether you are offended by the comments or not another could be. A private conversation with the show manager should be had and any actual direct comments to competitors must be recorded and given to the manager for them to take action.
* When you are acting as a steward try not to be seen or to be involved in the decision making process wherever possible.
* In this day of technology many members of the public will be using phones and other devices to record performances in the ring so be aware you may be heard or seen to be influencing any decision. In the unlikely event that a family member, other relative or friend enters the ring as a competitor you show make every effort to swop with another steward for that class so you can not be seen to be able to manipulate the decision.
* Likewise if a groom supporting a rider is someone you know, please limit any social interaction with them in the ring.
* Errors can and will be made as we are all human. If as a steward you pull the wrong competitor forward then it’s corrected please apologise for the error audibly. If the when taking marks you mis- hear or just get it wrong, please sign the mark sheet and get the judge to counter sign with the time of the error. Do not change a mark under any circumstances after all competitors have been assessed and placings are being established.
* When correcting a figure make sure you use one line to cross it out and the correct figure is clearly marked next to it.
* Should any competitor or their supporter makes any negative comments or threatens you in any way’ whilst difficult please do not retaliate either verbally or physically. Seek immediate support and once the support is in attendance they will take responsibility for resolving the unpleasantness. Competitors will be asked to leave irrespective of who they are, what place they had or if it was their supporter that caused the problem.
* If you need a comfort break then get cover and take it. If you are unwell we need you to tell us we cannot risk you or the competitors coming to grief.
* All health and safety issues must be noted and reported.
* Please do not use social media of any type to air grievances, dissatisfaction on the judges’ performance or conduct any debate of the management of the event.

We used to have common sense but sadly this no longer exists and while we know you are a good person – you would hardly volunteer to stand on your feet for hours for little reward if you weren’t - as an association we need to be seen to be professional and responsible.

Please let us know if you would wish to see other bullet points added, and at our annual get together we can review the workability of this document.

March 2018