



Safeguarding Children and Vulnerable Adults Policy version 26 August 2025

1. Glossary of Terms

EDBKA: the East Dorset Beekeepers' Association

Child/Children: those persons under the age of 18 years old

Designated Safeguarding Lead (DSL): the person designated by the EDBKA for all safeguarding matters within the EDBKA

Local Authority Designated Officer (LADO): the person who manages and oversees allegations of abuse or misconduct against individuals who work with children and ensures that allegations are dealt with appropriately and that children and vulnerable adults are protected from harm

Parents/Guardians: persons who have parental rights and legal responsibilities in relation to children

Responsible Adult: a person aged 18 or over appointed to support and safeguard the rights of a child or vulnerable adult

Safeguarding: protecting people's health, wellbeing and human rights and enabling them to live free from harm, abuse and neglect

Vulnerable Adult: a person aged 18 or older who, due to illness, disability, age or other factors, is unable to protect themselves from harm or exploitation or unable to care for themselves adequately.

2. Purpose and Scope of this Policy

The purpose of this policy is to protect people, particularly children and vulnerable adults, from any harm that may be caused by their coming into contact with the EDBKA. This includes harm arising from:

- the conduct of Members, employees, contractors and volunteers associated with the EDBKA;
- the design and implementation of the EDBKA's programmes and activities.

The policy aims to ensure all children and vulnerable adults have a positive and enjoyable experience, protected from harm, whilst participating in the EDBKA's activities in a safe environment.

The policy should be read alongside the EDBKA's policies and procedures including:

- School Visits Policy
- Whistle Blowing Policy
- Volunteer Policy
- Code of Conduct for Members & Examinations Board Members
- Anti Bullying and Sexual Harassment Policy
- Health & Safety Policy.

3. Policy and Procedures

The EDBKA recognises that:

- whilst dealing with children and vulnerable adults, their welfare, rights and dignity must always be paramount consideration, whatever their age, culture, disability, gender and whatever their language, racial origin, religious beliefs and/or sexual orientation;
- all children and vulnerable adults must be listened to and have their views considered according to their age, maturity and understanding.

The EDBKA will seek to keep children and vulnerable adults safe by:

- valuing, listening to and respecting them;
- ensuring that the EDBKA provides a safe physical environment by applying health and safety measures in accordance with the law and regulatory guidance;
- ensuring that all members, employees, contractors and volunteers who wish to work with the EDBKA show an understanding of safeguarding that is relevant to the role that they are taking on and receive training on safeguarding at a level commensurate with their role in the organisation;
- ensuring, where appropriate, Disclosure and Barring Service (DBS) and all other appropriate checks are made;
- creating and maintaining an anti-bullying environment and ensuring that the EDBKA retains policies and procedures that help the EDBKA to deal effectively with any alleged bullying that may arise;
- ensuring that incidents or suspicions of abuse, whether they be physical, emotional, sexual abuse or neglect, will be taken seriously and responded to in a timely and appropriate manner;
- ensuring that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored;

- working in partnership with the Police and the LADO in accordance with their procedures.

3.1 Online safety and digital safeguarding

To uphold safe online practices, the EDBKA will:

- promote respectful, inclusive and age-appropriate digital engagement in all online activities, including webinars, online meetings and communications;
- ensure any Members, employees, contractors and volunteers who engage with individuals online in a safeguarding context are appropriately vetted and trained in digital safeguarding awareness at a level commensurate with their role in the organisation;
- obtain appropriate parental or guardian consent for participation in online activities involving children and vulnerable adults and ensure that responsible adults supervise such activities.

3.2 Residential and international events

Residential and international events may mean that volunteers travel and stay on-site with children and vulnerable adults.

Before attending residential and international events, the EDBKA will ensure that all Members, employees, contractors and volunteers involved undergo appropriate safeguarding training, including annual refresher training.

For each residential and international event, the EDBKA will appoint a safeguarding lead.

4. Acting on a Safeguarding Concern

Safeguarding is 'everybody's responsibility', if any person involved in the EDBKA's activities is concerned that a child or vulnerable adult is at risk then they should act on their suspicions and take action to protect that child or vulnerable adult.

If a person has reason to believe that a child or vulnerable adult is at immediate risk from harm, contact the Police on 999 and in all cases, concerns should be reported to the Designated Safeguarding Lead who shall refer concerns to the LADO.

If a person hears about an incident of abuse from someone else, encourage them to report the incident or help them to report the facts of what they know.

If a person is concerned about the behaviour of an adult who is working with children or vulnerable adults, this should be reported immediately to the Designated Safeguarding Lead.

4.1 Allegations against the EDBKA's Members, employees, contractors or volunteers

Incidents of concern or allegations against a EDBKA member, employee, contractor or volunteer should be reported immediately or as soon as practical and generally within one working day, by the Designated Safeguarding Lead to the LADO.

If the EDBKA takes action to remove the Trustee, employee, contractor or volunteer from working with the EDBKA following its receipt and management of a welfare concern, the EDBKA will consider a referral to the Disclosure and Barring Service.

5. Review

This policy cancels and replaces any earlier dated editions of the policy.

This policy is to be reviewed annually, as and when legislation changes or as a result of a significant change or event.

6. Contact details

Designated Safeguarding Lead (DSL)

Committee Members: Phone/email: secretary@EDBKA.org.uk

Senior lead for safeguarding

EDBKA Chair Phone/email: chair@EDBKA.org.uk

Governing Body: British Beekeepers Association, National Beekeeping Centre, Stoneleigh Park, Kenilworth, CV8 2LG. Telephone: 02476 696679

7. Legal framework

7.1 Legislation and Guidance

This policy has been drafted based on current legislation, policy and guidance that seeks to protect children and vulnerable adults in England and Wales. The EDBKA is mindful of its obligations under various statutes, including the Department for Education's Working Together to Safeguard Children 2023 (replacing the 2018 guidance) published December 2023.

7.2 Disclaimer

The information in this policy is intended for use in relation to the EDBKA only, and as such should not be considered as providing policies, guidelines or information covering any specific situation. The EDBKA does not accept any liability to any person relating to any use of, or reliance upon, the material contained in the policy.