



Safeguarding Children and Vulnerable Adults Policy – 6th July 2026

1. Glossary of Terms

EDBKA: East Dorset Beekeepers' Association is an affiliated branch of the BBKA registered charity number 1185343

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 adequately care for themselves.

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 committee members, officers and volunteers acting on behalf of EDBKA;

- the design and implementation of the EDBKA's programmes and activities.

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

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

- Anti-Bullying, Harassment and Sexual Harassment Policy
- Health and Safety Policy
- Data Protection and Privacy Notice
- relevant apiary, training, school visit and event risk assessments
- Volunteer Policy, *once adopted*.

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 Committee members, officers and volunteers acting on behalf of EDBKA 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 that children participating in EDBKA activities remain under the supervision of a parent, guardian, teacher or other responsible adult. EDBKA members and volunteers will not normally have sole responsibility for children and, wherever reasonably practicable, no adult will be placed in an unsupervised one-to-one situation with a child. Where EDBKA appoints an individual to a role involving regular or otherwise regulated work with children or vulnerable adults, the Association will assess the role and arrange the appropriate safeguarding checks, including a Disclosure and Barring Service check where the role is eligible or such a check is required by law;

- 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 Committee members, officers and volunteers acting on behalf of EDBKA 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 such activities are supervised by responsible adults.

3.2 Residential and international events

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

Prior to attending residential and international events, the EDBKA will ensure that all Committee members, officers and volunteers acting on behalf of EDBKA involved undergo appropriate safeguarding training, including annual refresher training.

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

4. Raising concerns and Related Concerns

EDBKA encourages committee members, officers, volunteers and members to raise any genuine concern about unsafe practice, misconduct, bullying, harassment, safeguarding failures or a breach of an Association policy that may place a child or vulnerable adult at risk.

Concerns should normally be raised with the Designated Safeguarding Lead, Chair or Secretary. Where the concern relates to one of those individuals, it may be raised with another member of the Management Committee.

Concerns will be taken seriously, considered promptly and handled as confidentially as reasonably possible. A person who raises a concern honestly and in good faith will not be treated unfairly or subjected to retaliation for doing so.

Deliberately false or malicious allegations may be dealt with under the Association's conduct procedures.

Nothing in this section prevents a person from reporting a safeguarding concern, criminal matter or immediate risk directly to the police, local authority or other appropriate body

4.1. 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.

4.2 Allegations against the EDBKA committee members, officers, contractors or volunteers

Any concern or allegation about an EDBKA committee member, officer, contractor or volunteer should be reported immediately, or as soon as reasonably practicable, to the Designated Safeguarding Lead.

Where an allegation concerns a person who works or volunteers with children and appears to meet the relevant threshold, the Designated Safeguarding Lead will contact the Local Authority Designated Officer promptly and follow the applicable local safeguarding procedure.

If EDBKA removes an individual from regulated activity, or would have removed them had they not resigned or otherwise ceased their role, EDBKA will consider whether it is required to make 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)

Secretary Phone/email: secretary@edbka.org.uk

Affiliated to 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 prepared with regard to current safeguarding legislation and statutory guidance applicable in England, including the latest edition of *Working Together to Safeguard Children*, together with relevant local safeguarding procedures.

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.

7.3 Receipt

This confirmation should be signed by all committee members, officers, course leaders, contractors and volunteers who may come into direct contact with children or vulnerable adults as part of an event or activity organised by EDBKA.

I, _____ [insert name], have received a copy of the EDBKA's

Safeguarding Children and Vulnerable Adults Policy version 6 July 2026 v2 and I confirm that I have read the document and will abide by the policy.

Signature: _____

Date: _____

Please return this receipt to: secretary@edbka.org.uk

Adopted by Committee 25.8.2025 revised: 17.6.26 v3