

Malvern & Upton Beekeepers Association

Safeguarding Policy and Guidance

Introduction & Purpose

We want to encourage anyone in our area who has an interest in beekeeping. Sometimes this could involve contact with a **child** or an **adult at risk**, and we have a duty to provide additional safeguards to protect them from **abuse**. The following policy and guidelines will help us to discharge these responsibilities.

Definitions

- A **child** is a person who has not reached the age of 18 years.
- An **adult at risk (AR)** is a person aged 18 years or more and who is unable to care for themselves independently or to protect themselves from harm.
NB: Vulnerable Adult is a term also sometimes used for Adult at Risk
- **Abuse** may be bullying, harassment, physical or mental ill treatment or inappropriate physical contact.

This policy and guidance is not intended to address normal Health & Safety protection which should be applied to all MUBKA members and members of the public at any event.

Key principles

- We welcome children and ARs at our events. We will take appropriate precautions to ensure that they are not abused.
- All incidences of possible abuse will be recorded and appropriately reported.

Attendance at MUBKA events

Children under the age of 15 and adults at risk are welcome to attend appropriate MUBKA events if accompanied continuously by, and in visual contact with, a parent, guardian or carer.

A child aged 15-17 may attend one of our organised activities without a parent or guardian if we have their written permission. The child should never be left alone and should be personally supervised at all times by at 2 or more adults, at least one of whom must be a member. If more than one child is present and they are likely to be separated rather than in a group, then sufficient members must attend to ensure this ratio of supervision is maintained for each child, or group of children.

All MUBKA members and members of the public attending MUBKA events should be treated with courtesy and respect, and this applies especially to children and adults at risk. We must be particularly careful not to act in a manner that may be misinterpreted by the child or AR, or by their parents, guardians or carers.

If a MUBKA member is aware of abuse taking place he or she must take all reasonable steps to stop the abuse and to record and report the occurrence. Physical contact with a child or AR should be avoided wherever possible, except where it is necessary for training purposes or where intervention is required for safety reasons.

Contact by a lone member

Sometimes a member of MUBKA may attend the premises of another member, or that of a member of the public to advise or discuss an aspect of beekeeping, or to capture a swarm for example. It is not always sensible or practical in these circumstances to apply the above precautions so the member must be conscious of the safety of any child or AR. The member of MUBKA must never attend premises for the above purposes unless the parent, guardian or carer is continuously present. It should be made clear to the accompanying adult(s) that the MUBKA member must leave site if this is not going to be the case.

Communication

All MUBKA committee members must be made aware of this policy and will take a lead in informing ordinary MUBKA members of its content when children or ARs are present at events.

Correspondence

If it is necessary to write to a child or AR, or to send an email, the parent, guardian or carer must be copied in to the letter or email and care should be taken to avoid ambiguities and comments which might be misinterpreted.

Photography

Photographs are often taken at events, either of a group or of bee equipment and bees. Care must be taken if children or ARs are present, and permission gained from the parent, guardian or carer before taking photographs which may contain images of them.

Action in the event of a disclosure of abuse

If a disclosure of abuse is made to a member of MUBKA immediate steps should be taken to safeguard and reassure the child or AR and the correct authorities, Social Services or Police, must be informed. Safeguarding includes preventing the alleged victim from returning to the place of danger, and this means that any person named in the disclosure must withdraw from contact with the child or AR. At least two members of MUBKA will be required to wait with the child or AR until the appropriate service provider has taken over responsibility for the case and the correct procedures have been carried out. The parent, guardian or carer should be contacted and asked to attend.

Any MUBKA members or committee members present and having knowledge of the occurrence should make their own independent notes as soon as possible, but in any event before leaving the site of the occurrence. A senior member of the committee (Honorary Chairman, Secretary, Treasurer or Past Chairman) should be informed immediately.

If the child or AR discloses abuse by another person unrelated to MUBKA (eg: at home) this should be recorded and reported to the police or social services.

Disclosure and Barring Service

Use of this service (previously CRB) is not considered necessary for our current involvement and contact with children and adults at risk. If our activities extend significantly in this respect, its use will be reviewed.