



The Stratford-upon-Avon & District Beekeepers' Association (SBKA)

Safeguarding Policy

Date 1.4.24

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Introduction

This Policy is a way of demonstrating that The Stratford-upon-Avon & District Beekeepers' Association (SBKA) understands its' responsibilities towards keeping individuals safe from harm and that we have measures and systems in place to maximise the effectiveness of our practice. It applies to activities arranged and managed by the SBKA. It does not apply to activities arranged or managed by other organisations or associations.

The SBKA accepts the responsibility to implement procedures to provide a duty of care for everyone engaged in its activities and to protect them from physical, sexual, or emotional harm and from neglect, discrimination and / or bullying.

This policy applies to anyone representing SBKA, including Trustees, Officers, Committee Members, Members, and Volunteers.

The purpose of this Policy is:

- To protect vulnerable adults and children who receive SBKA services, including the children of adults who use our services, or where there are concerns relating to the adult's behaviour/capacity to protect a child
- To ensure everyone understands their roles and responsibilities in respect of safeguarding and to provide appropriate information to recognise, identify and respond to signs of abuse, neglect, and other safeguarding concerns
- To ensure appropriate action is taken in the event of incidents/concerns of abuse
- To offer support to individuals who raise or disclose a concern
- To familiarise those directly involved with vulnerable adults and children with the wider context of safeguarding

The SBKA Safeguarding Policy is based upon the following fundamental principles:

- The welfare of all is, and always must be, the paramount consideration and rights, dignity, and worth must always be respected. Individuals must be listened to and have their views considered according to their age, maturity and understanding
- Everybody has a right to participate in beekeeping in an enjoyable and safe environment
- All incidents / suspicions of abuse and allegations of poor practice or discrimination will be taken seriously and responded to in a timely and appropriate manner
- Any safeguarding concerns brought to the attention of the Designated Safeguarding Officer (DSO) will be recorded and securely stored. Confidentiality shall be upheld in line with the Data Protection Act 2018 and the UK General Data Protection Regulation (GDPR) and the Human Rights Act 2000
- Safeguarding, with Health and Safety, shall be an agenda item at each SBKA Committee Meeting.
- This Policy shall be reviewed annually as to its content and effectiveness in practice

The SBKA will:

- Appoint a Designated Safeguarding Officer (DSO) whose duties are to implement the Policy and be a single contact point for any reported incidents or concerns. They will liaise directly with the relevant services and / or police to ensure the reports are professionally investigated
- Appoint a Deputy DSO (DDSO) to support SBKA during any period of absence of the DSO
- Ensure that all those representing SBKA understand their roles and responsibilities in respect of safeguarding and have the information and training to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to all individuals
- Manage any allegations against Trustees, Officers, Committee Members, Members and Volunteers
- Create and maintain a non-discriminatory and anti-bullying environment ensuring that we have a policy and DSO to help us deal effectively with any instances that might arise
- Work in partnership with the Police, Social Care Services, and Local Safeguarding Partnerships in accordance with their procedures. We recognise that this commitment is essential to enable these organisations to carry out their work in the community
- Offer support to any member involved in a safeguarding case
- Review processes following any incidents, including identifying positive actions and any learning points

Implementing the Policy

The policy has to be put into practice by all members of the SBKA to become effective. The DSO will maintain an overview of safeguarding concerns, take a lead on liaising with other agencies and shall keep informed about local developments in safeguarding. The DSO shall ensure effective training for Trustees, Officers and Committee Members on the contents of this policy, including any amendments. It is the latter's responsibility to oversee adherence by the membership.

Identifying a safeguarding concern

There are several ways in which we may become aware that an individual is being abused:

- By observing possible signs and symptoms of abuse (See Appendix 1 & 2)
- Unexplained or suspicious injuries, including bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries or the explanation does not fit with the injury
- An individual discloses abuse or describes what appears to be an abusive act
- Someone else expresses concern about the welfare of another

Acting on a safeguarding concern

Abuse is a misuse of power, an abuse of relationships and a betrayal of trust, the violation of an individual's human or civil rights by any other person or persons.

It is not the task of the SBKA's Trustees, Officers, Committee Members, Members or Volunteers to decide whether or not an individual is being abused or otherwise at risk of harm. Safeguarding is, however, 'everybody's responsibility' and there is a duty to act on concerns relating to a person's wellbeing in order that the matter can be taken forward if necessary. If anyone is concerned, they should not ignore their suspicions and should not assume that someone else will take action to protect that person. If there is reason to believe that a child or young person is at **immediate** risk from harm, the Police should be contacted on 999 and the Designated Safeguarding Officer informed. Otherwise concerns should be reported directly to the DSO/DDSO, alternatively to a Trustee, Officer or Committee Member and thence to the DSO/DDSO, who will then refer concerns as appropriate'.

What to do if an individual experiencing abuse tells you about it

- If necessary, act to protect the individual at risk
- Reassure them that you are taking them seriously, and that they have done the right thing
- Listen carefully to what they are saying, stay calm and get a clear and factual account of the concern
- Be honest and don't make any promises you cannot keep
- Explain what will happen next
- Immediately inform the DSO/DDSO, an SBKA Trustee, Officer or Committee Member
- If a crime has or may have been committed, contact the Police

If you hear about an incident of abuse from someone else, encourage them to report it themselves or help them to report the facts of what they know.

It is highly recommended that all SBKA Trustees, Officers and Committee Members familiarise themselves with this guidance <https://www.gov.uk/guidance/safeguarding-for-charities-and-trustees> to improve their understanding of safeguarding / abuse and to enable them to better participate in building a culture of informed vigilance within the Association.

Designated Safeguarding Officer & Deputy Designated Safeguarding Officer

(DSO & DDSO)

A Designated Safeguarding Officer (DSO) and a Deputy Designated Safeguarding Officer (DDSO) will be appointed as below, together with a secure, dedicated DSO Contact Form, enabling any member to confidentially report any incidents or concerns directly to the DSO.

DSO:

Name: Brian Donley

Contact: <https://www.stratfordbeekeepers.org.uk/about-us/sbka-policies/>

Deputy DSO:

Name: Wendy Simmons

Contact: <https://www.stratfordbeekeepers.org.uk/about-us/sbka-policies/>

Acceptance of Policy

On behalf of The Stratford-upon-Avon & District Beekeepers' Association (SBKA) I accept this Safeguarding Policy.

Signature of Chair:

SIGNED: B Donley

Name: Brian Donley

Chair

The Stratford-upon-Avon & District Beekeepers' Association

Date: 1 April 2024

Review Date: 1 April 2025

Date of Adoption: 29 September 2023

Appendix A

Abuse of Adults

All adults have a fundamental human right to choose how and with whom they live, even if this appears to involve a degree of risk. They should be supported to make those choices, to live as independently as possible and be treated with respect and dignity. They have a right to protection from abuse regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation.

Vulnerable Adult: Is any person aged 18 or over. They may be elderly, physically and / or mentally disabled or have learning difficulties. A person who is receiving or may be in need of community care services by reason of their disability, age or illness.

Guidance published under the Care Act 2014 defines safeguarding Adults at risk as:

- Protecting the rights of adults to live in safety, free from abuse and neglect
- People and organisations working together to prevent and stop both the risks and experience of abuse or neglect
- People and organisations making sure that the adult's wellbeing is promoted including, where appropriate, taking fully into account their views, wishes, feelings and beliefs in deciding on any action
- Recognising that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances and therefore potential risks to their safety or well-being

There are ten categories of abuse that an adult might be subjected to which, in one way or another, might be brought to our attention:

Physical abuse including hitting, misuse of medication, restraint, or inappropriate sanctions.

Psychological abuse including threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

Sexual abuse including rape and sexual assault or sexual acts to which the vulnerable person has not consented, could not consent or was pressurised into consenting.

Financial or material abuse including pressure in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits. This can include "cuckooing" where a person's property is taken over and used for illegal activities

Neglect and acts of omission including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life such as medication,, adequate nutrition and heating.

Self neglect includes not complying with appointments/treatment/prescribed medication; poor personal care - dental hygiene, personal hygiene, appropriate/adequate nutrition; lack of money – not accessing benefits entitled to; risky lifestyle – drugs/alcohol; crime; hoarding

Discriminatory abuse including that which is racist, sexist, based on a person's disability, and other forms of harassment, slurs or similar treatment.

Domestic abuse that is usually a systematic, repeated and escalating pattern of behaviour by which the abuser seeks to control, limit and humiliate - often behind closed doors. This includes coercion and control.

Modern slavery which can take various forms, all of which result in the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. Examples include human trafficking, domestic servitude, exploitation, forced labour

Institutional/Organisational abuse is linked to poor working practices and care, resulting in mistreatment and harm to adults at risk. This may be, for example, in a care home or carers looking after an individual at home.

Appendix B

Abuse of Children

Children have the right of freedom to speak out and express opinions, as well as rights to equality, health, education, a clean environment, a safe place to live and protection from all kinds of harm.

Child / Young Person: Refers to individuals under the age of 18 years for the purposes of this policy.

Parents/Guardians: Those who have parental rights and responsibilities in relation to children and young people. For the purposes of these guidelines, it also covers carers, legal guardians and others who have the primary responsibility for the care of children and young people.

The Department of Education defines safeguarding children in 'Working together to safeguard children' as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

There are four categories of abuse that a child might be subjected to which, in one way or another, might be brought to our attention:

Physical abuse – includes Slap/bite/pinch/grip marks; inflicted burns/scalds; bruising in unusual areas

Emotional abuse – includes child persistently being made to feel worthless/ unloved/ inadequate/ making fun/ silencing child/unrealistic expectations/ overprotective/serious bullying

Sexual abuse – includes forcing/enticing child to take part in sexual activities, doing something sexually to another, exposure to pornography including internet grooming, evidence of genital injury

Neglect – includes persistent failure to meet a child's basic physical and/or psychological needs likely to result in the serious impairment of the child's health or development.

Appendix C

Legal framework, Legislation and Guidance:

This policy has been drafted based on legislation, policy and guidance that seeks to protect adults and children. It is to be implemented in conjunction with the *SBKA Children Policy* on young persons taking part in organised beekeeping activities and the *SBKA Code of Conduct & Practice for Members*.

The Stratford-upon-Avon & District Beekeepers' Association is mindful of its obligations under various statutes, with the following applicable to this policy:

The Data Protection Act 2018 and the UK General Data Protection Regulation (GDPR)

Safeguarding Vulnerable Groups Act (2006) - now under the umbrella of the Disclosure and Barring Service (was formerly the Independent Safeguarding Authority)

The Rehabilitation of Offenders Act 1974 & 2020

Sexual Offences Act 2003

The Human Rights Act 2000

Counter-Terrorism and Security Act 2015 (linked to the need to prevent people from being drawn into terrorism)

Serious Crime Act 2015 (includes crime of coercion/control in intimate or familial relationship and protection of children from female genital mutilation)

Mental Health Act 2005 (includes guidance on capacity assessment for those age 16+ years)

Adults:

The Care Standards Act 2000

The Care Act 2014

Children:

The Children Act 1989 and 2004 (partially amended by the Children and Social Work Act 2017)

The Protection of Children Act (PoCA) 1999

Statutory Guidance of Supervision of activity with children (Gov.uk 2012)

DFE Working Together to Safeguard Children 2018

Keeping Children Safe in Education (published 3 September 2018)

The United Nations Convention on the Rights of the Child 1989

DFE What to do if you're worried a child is being abused 2015

References:

Safeguarding & protecting people for Charities and Trustees 06/2022

www.amnesty.org.uk

www.charityexcellence.co.uk

www.NCVO.org.uk

www.NSPCC.org.uk