

## **NBKA Safeguarding Children, Young People and Vulnerable Adults Policy**

Version 1- April 2023

### **Introduction**

This policy is a way of demonstrating that the Northamptonshire Beekeepers' Association (NBKA) 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 NBKA.

### **The purpose of this policy is:**

- to protect children, young people and vulnerable adults who receive the Northamptonshire Beekeepers' Association's services. This includes the children of adults who use our services.
- To offer support to individuals who raise or disclose a concern
- to familiarise those directly involved with children, young people, and vulnerable adults with the wider context of safeguarding and to provide parents, Trustees, members and volunteers with the overarching principles that guide our approach to safeguarding.
- to ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern;
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify, and respond to signs of abuse, neglect and other safeguarding concerns relating to children, young people, and vulnerable adults.

The NBKA accepts it has a duty of care to safeguard the wellbeing of children, young people and vulnerable adults and protect them from physical, sexual, or emotional harm and from neglect and or bullying.

The policy recognises that the welfare and interests of children, young people and vulnerable adults are paramount in all the circumstances, regardless of age, ability or disability, gender and/or gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background

## **Fundamental Principles**

The NBKA Policy for Safeguarding Children, Young People and Vulnerable Adults is based upon the following fundamental principles:

We believe that:

- Children, young people and vulnerable adults should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children, young people and vulnerable adults, to keep them safe and to practice in a way that protects them
- We must be accountable for our safeguarding practices and be transparent as to how we implement these.

We recognise that:

- whilst dealing with children, young people and vulnerable adults, their welfare is and always must be the paramount consideration, whatever their age, culture, disability, gender or assigned gender and whatever their language, racial origin, religious beliefs and/or sexual orientation.
- the rights, dignity and worth of every child, young person and vulnerable adult must always be respected.
- all children, young people and vulnerable adults, must be listened to and have their views considered according to their age, maturity and understanding.
- all children, young people, and vulnerable adults, taking part in beekeeping with the NBKA, have a right to participate in an enjoyable and safe environment.
- all incidents/suspensions of abuse, poor practice and allegations will be taken seriously and responded to in a timely and appropriate manner.

**NBKA will seek to keep children, young people, and vulnerable adults safe by:**

- valuing, listening to and respecting them
- appointing a Designated Safeguarding Officer (DSO) for children, young people and vulnerable adults
- adopting child protection and safeguarding best practice through our policies, procedures, and code of conduct for trustees, ensuring that all trustees 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 children, young people and vulnerable adults.

- developing and implementing an effective School Visits Policy
- Trustees and NBKA members are not permitted to take photographs of children visiting the NBKA events, without the consent of their parents/guardians.
- providing effective management for trustees through supervision, support, training, and quality assurance measures. Training in safeguarding for Trustees will be updated every three years.
- recruiting trustees safely, ensuring all necessary DBS and all other required checks are made
- ensuring that confidential, detailed, and accurate records of all safeguarding concerns are maintained and securely stored. Any safeguarding concerns brought to the attention of the Designated Safeguarding Officer will be recorded and securely stored. Confidentiality will be upheld in line with the Data Protection Act (2018) and the UK General Data Protection Regulation (GDPR) and Human Rights Act 2000.
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, vulnerable adults, parents, families and carers appropriately
- using our procedures to manage any allegations against trustees appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for children, young people, vulnerable adults, trustees, and members, by applying health and safety measures in accordance with the law and regulatory guidance.

### **Implementing the Policy**

The Designated Safeguarding Officer 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 Designated Safeguarding Officer shall ensure effective training on the contents of this policy and its procedures by all those working with and volunteering for Northamptonshire Beekeepers' Association. The Safeguarding Policy will be reviewed annually.

## 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)
- 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

It is not the responsibility of the NBKA's Trustees or volunteers to decide whether a child, young person or vulnerable adult is being abused or might have been abused. However, safeguarding is 'everybody's responsibility', therefore, there is a responsibility to act on concerns to protect children, young people, and vulnerable adults in order that appropriate agencies can then make enquires to take any necessary action for safeguarding.

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

- If you have reason to believe that a child, young person, or adult is at **immediate** risk from harm contact the Police on 999.
- If they are not at immediate risk of harm, reassure them that you are taking them seriously, and they have done the right thing informing you
- Listen carefully to what they are saying and get a clear and factual account of the concern
- Explain what will happen next
- Immediately inform a Trustee or the Designated Safeguarding Officer

The Designated Safeguarding Officer shall then refer concerns about children to the children's social care department (MASH (Multi-Agency Safeguarding Hub) **Tel: 0300 126 700** option 1, or email [MASH@nctrust.co.uk](mailto:MASH@nctrust.co.uk)) of the local authority where the child lives. For adults the referral should be made to the relevant local authority adult services department. For **North** Northamptonshire **Tel: 0300 126 3000**; for **West** Northamptonshire **Tel: 0300 126 7000**.

## Appendices

### Appendix 1: Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England, Northern Ireland, Scotland, and Wales:

- The Children Act 1989 and the Children Act 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
- The Safeguarding Vulnerable Groups Act 2006
- Department for Education's Working Together to Safeguard Children 2018 (replacing the 2015 guidance) published on 5 July 2018
- Keeping Children Safe in Education 2019
- The United Nations Convention on the Rights of the Child
- The Criminal Justice and Court Services Act 2000
- The Police Act 1997
- The Data Protection Act 2018 and the UK retained version of the General Data Protection Regulation (UK GDPR)
- The Disclosure and Barring Service
- Central Registered Body Scotland The Rehabilitation of Offenders Act 1974 and The Rehabilitation of Offenders Act (NI Order) 1978 (UK Wide)
- Sexual Offences Act 2003
- The Care Standards Act 2000 (This does not apply to N Ireland) and the Care Act 2014
- The Health and Safety at Work Act 1974
- The Human Rights Act 1998
- The Regulation of Care (Scotland) Act 2001

- Protection of Children (Scotland) Act 2003
- Safeguarding Vulnerable Groups Act 2006 (Parliament has established statutory body to take the decisions on who should be barred – the Independent Safeguarding Authority (ISA))
- Mental Health Act 2005
- Safeguarding Vulnerable Groups (Northern Ireland) Order 2007

## **Appendix 2: Recognising signs of abuse**

NBKA recognises that some children, young people and vulnerable adults can be particularly vulnerable to abuse, and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare. There are four types of abuse which can cause long term harm:

Physical Abuse: This may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm. Physical harm may also be caused when a parent/carer or other individual fabricates the symptoms of, or deliberately induces illness in a child or adult

Emotional Abuse: This is the persistent emotional mistreatment of an individual, for example behavior that causes severe and persistent adverse effects on an individual's emotional development. It may invoke feelings within an individual that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may include not giving the child or adult opportunities to express their views, deliberately silencing them or "making fun" of what they say or how they communicate or placing developmentally inappropriate expectations on children. It may involve seeing or hearing the ill-treatment of another, bullying (including cyber-bullying) causing children to often feel frightened or in danger, or the exploitation or corruption of children or vulnerable adults

Sexual Abuse: This involves forcing or enticing a child, young person, or vulnerable adult to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child or adult is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect: This is a persistent failure to meet a child's or vulnerable adult's basic physical

and/or psychological needs, likely to result in the serious impairment of the child's or vulnerable adult's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

**Possible signs of abuse include:**

In children and young people:

Unexplained or suspicious injuries. These include bruising, cuts, or burns, particularly if situated on a part of the body not normally prone to such injuries or the explanation of the cause of the injury does not seem right. The child discloses abuse or describes what appears to be an abusive act.

- Someone else (child or adult) expresses concern about the welfare of another child.
- Unexplained changes in behaviour such as withdrawal or sudden outbursts of temper.
- Inappropriate sexual awareness or sexually explicit behaviour.
- Distrust of adults, particularly those with whom a close relationship would normally be expected.
- Difficulty in making friends.
- Eating disorders, depression, self-harm, or suicide attempts.

Additional forms of abuse are relevant to adults, these include:

Institutional Abuse: This is the mistreatment or neglect of an adult at risk by a regime, or individuals within settings and services, that adults at risk live in or use. Such abuse violates the person's dignity, resulting in lack of respect for their human rights.

Modern Slavery: This can take various forms, all of which result in the deprivation of one person's liberty by another in order to exploit them for personal or commercial gain.

Discriminatory Abuse: This occurs when values, beliefs, or culture result in a misuse of power that denies opportunities to some groups or individuals.

Financial and material Abuse: This can include theft, fraud, exploitation, and the misuse of or misappropriation of property, possessions or benefits.