Twickenham and Thames Valley Beekeepers' Association
The Apiary
41 Whitton Road
Twickenham
TW1 1BH

TTVBKA Safeguarding Policy

Purpose and scope

The long-term success of beekeeping as a craft depends upon sustaining and developing the broadest possible base of participation. The Twickenham and Thames Valley Beekeepers' Association (TTVBKA) encourages children, young people and vulnerable adults to participate in apiary/beekeeping activities and educational visits in a safe and secure environment that protects them fully while stimulating their curiosity and developing their learning.

The purpose of this policy is to ensure the safety, wellbeing, and protection of children, young people and vulnerable adults who visit or participate in activities organised by the TTVBKA.

1. Definitions

- **Children and Young People:** For the purpose of this policy, a child or young person is anyone under the age of 18 years.
- **Vulnerable Adults:** Any person over the age of 18, in particular those who may be elderly, physically disabled, have learning difficulties or challenges associated with neuro-diversity.
- **Safeguarding:** The action taken to promote the welfare of children, young people and vulnerable adults and to protect them from harm.
- **Designated Safeguarding Lead (DSL):** The individual responsible for overseeing the safeguarding policies and practices within the association.
- **Parents/Guardians/Carers:** Those who have parental rights and responsibilities of care for children and young people. Within this policy it includes anyone who is a parent, member of school staff, designated carer, legal guardian or other adult who has the primary responsibility for the care of a child/children, young person/group of young people whilst they are on the TTVBKA premises.
- **Responsible Adult:** anyone who is a member of the TTVBKA and part of the adult education/training and/or school visits/children's education teams at TTVBKA
- **TTVBKA:** Twickenham and Thames Valley Beekeepers' Association; its members and activities which take place at its apiary site and premises at 41 Whitton Road, TW1 1BH and at Mole Apiary site at Abbey Walk, KT8 2JL or TTVBKA activities organised by members which take place off-site.

2. Commitment to safeguarding of children/young people who visit the apiary

The TTVBKA is committed to providing a safe and positive experience for children and young people in all activities and events involving bees and beekeeping. All responsible adults will ensure they prevent harm to any child/young person who is engaging with educational activities at the TTVBKA; will adopt best practice according to the School Visits Policy and promote a safe and supportive environment.

3. Responsibilities of the TTVBKA

- **Duty of Care:** All members of the TTVBKA must ensure the safety and wellbeing of children and young people who are attending events or participating in TTVBKA activities.
- **Risk Assessments:** Before any activity involving children and young people, appropriate risk assessments will be conducted, particularly focusing on the specific risks involved in working with bees and outdoor environments. Visiting schools and youth groups will be advised to draw up their own risk assessments in advance of any visit.
- **Supervision:** Children and young people will be appropriately supervised at all times by a parent or responsible adult whilst visiting the apiary or participating in a TTVBKA activity. The ratio of adults to children will be sufficient to ensure adequate supervision, taking into account the nature of the activity and the age of the children involved.
- **First Aid:** At least one trained first aider will be present during all activities involving children and young people, the first aider should be provided by the visiting school or youth group.
- **Handling complaints:** the TTVBKA will implement and make known a complaint reporting procedure so that allegations of any misconduct, disrespect or discrimination are dealt with appropriately by the DSL in conjunction with the Association committee.

4. Training of volunteers who work with children/young people

All TTVBKA volunteers working with children and young people will be required to do the following:

- Read and sign the Safeguarding Policy and Risk assessment pertaining to the activity they are involved in, at least annually.
- Apply for and obtain an Enhanced Disclosure & Barring Service Criminal Records Check (DBS) through the TTVBKA DBS Checking Service.
- Receive training on safeguarding procedures, including appropriate conduct (see 6 below) around children and responding to concerns appropriately.

5. Code of conduct for volunteers working with children/young people

Volunteers are expected to:

- Treat all children and young people with respect and dignity.
- Promote a positive and inclusive atmosphere.
- Never engage in physical discipline or negative criticism/use of language.
- Avoid being alone with children or young people.
- Ensure that consent is sought from the child/young person before any necessary physical contact is made (e.g. to help a child/young person with putting on a bee suit, using a tool or educational resource).

6. Managing risks in activities linked to honey bees

Given the unique nature of beekeeping, the following specific measures will be implemented to minimise risks to children and young people:

- **Safety:** Close observation of the honey bees will be conducted from the mesh hide in the apiary garden. The hide will be maintained so as to minimise ingress of bees in a way that ensures children are not exposed to unnecessary risk from bee stings. Adult beekeepers will supervise the handling of hives and ensure children understand the importance of safety precautions. Children/Young people will be given advice of how to behave if a honey bee comes close to them in any environment.
- **Protective Equipment:** On the rare occasions that a child/young person engages in beekeeping tasks, they will be provided with appropriate personal protective equipment (PPE) such as bee suits, gloves, and veils.
- **Emergency Procedures:** Emergency procedures, including the handling of bee stings and allergic reactions, will be clearly outlined and communicated to all participants. First aid kits will be available and a trained first aider should be present.

7. Reporting and responding to concerns raised by children/young people and vulnerable adults

- **Reporting Mechanism:** All concerns or disclosures of safeguarding issues, including potential abuse or harm, will be taken seriously and reported promptly. The designated safeguarding lead (DSL) will be the primary point of contact for any safeguarding concerns.
- **Confidentiality:** Any concerns regarding a child's safety or wellbeing will be treated with the utmost confidentiality. Information will only be shared with individuals who need to know to protect the child.
- **Responding to Allegations:** If an adult or volunteer suspects that a child is at risk of harm, they must report this to the DSL immediately. The DSL will follow established child protection protocols, including contacting the appropriate authorities, such as local child protection services, in accordance with legal requirements.

8. Consent and communication with Parents/Guardians

When children/young people are attending the TTVBKA unaccompanied by their own parent/carer, written consent will be obtained by the visiting organisation (school or youth group) before children participate in TTVBKA activities. This consent will include emergency contact details and details of any known allergic reactions.

9. Monitoring and Review

This policy will be reviewed annually by the TTVBKA Committee.

10. Contact details

Designated Safeguarding Lead (DSL): **Jane Sachdev**

Contact details: janesachdev@gmail.com

For any concerns about safeguarding, please contact the DSL.

This policy ensures that the TTVBKA can continue to offer educational and enjoyable beekeeping experiences for children and young people while safeguarding their welfare at all times.