THE KILLINCHY AND DISTRICT BEEKEEPERS ASSOCIATION

Members Code of Conduct

Supporting and in-line with our *Safe Together* Safeguarding Policy

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1. Purpose

This Code of Conduct sets out the standards of behaviour expected of all members of Killinchy Beekeepers Association (KBKA).

KBKA is committed to creating a safe, inclusive, and welcoming environment where people of all backgrounds, ages, abilities, and levels of beekeeping experience feel comfortable, respected, and supported.

This Code should be read in conjunction with the **KBKA Safe Together Safeguarding Policy**.

It will be shared with membership to agree to on each annual membership renewal.

All members share responsibility for upholding these standards.

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2. Who This Code Applies To

This Code applies to **all KBKA members**, including committee members, office holders, activity leaders, volunteers, and anyone representing KBKA, **across all KBKA-related activities and communications**, whether in person or online.

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3. Core Values

All members are expected to demonstrate the following:

Respect and Inclusion

- Treat all members, visitors, and participants with dignity, courtesy, and respect
- Promote a safe, inclusive, and welcoming environment
- Respect diversity and avoid discriminatory behaviour or language

Safety and Responsibility

- Follow all safety instructions and risk assessment guidance
- Use appropriate protective clothing and equipment when required
- Act responsibly when working with bees, equipment, and Association property

Safeguarding Awareness

- Support the safety and wellbeing of all members, including children, young people, and adults at risk
- Follow safeguarding procedures and report concerns promptly

Integrity and Reputation

- Represent KBKA positively and responsibly
- Avoid behaviour that may damage the reputation of the Association
- Act honestly and with integrity when participating in Association activities

Bullying, Harassment and Unacceptable Behaviour

KBKA operates a zero-tolerance approach to:

- Bullying or intimidation
- Harassment or discrimination
- Offensive, threatening, or abusive behaviour
- Sexual harassment or inappropriate conduct
- Any behaviour that compromises member safety or wellbeing

Any individual witnessing or experiencing unacceptable behaviour is encouraged to report concerns.

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4. Behaviour Towards Children and Adults at Risk

Members should:

- Treat children and adults at risk with awareness, sensitivity, and respect.

- Avoid situations where they are alone with a child or adult at risk
- Avoid unnecessary physical contact
- Never engage in behaviour that could be perceived as abusive, inappropriate, or exploitative
- Follow safeguarding guidance set out in the Safe Together Policy
- Avoid favouritism or behaviour that could be misinterpreted
- Ensure interactions remain appropriate and respectful at all times

Members do **not** take on parental or supervisory responsibility for children attending KBKA activities.

Children must be accompanied and supervised by a parent, guardian, or responsible adult at all times.

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5. Health and Safety Responsibilities

Members should:

- Follow KBKA health and safety procedures
- Follow risk assessments where required
- Inform activity leaders of allergies, medical conditions, or safety concerns relevant to beekeeping activities
- Report accidents, near misses, or unsafe practices promptly

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6. Use of Photography, Media and Information

Members should:

- Obtain consent before taking photographs or recordings during KBKA activities
- Follow data protection and safeguarding guidance when sharing images
- Avoid sharing images or personal information of children or adults at risk without appropriate consent
- Use social media responsibly when referencing KBKA activities

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7. Online and Digital Conduct

Members should:

- Communicate respectfully in online forums, social media, and messaging platforms linked to KBKA
- Avoid sharing misinformation, offensive content, or sensitive information
- Represent the Association appropriately in online environments

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8. Reporting Concerns or Breaches

Members must report:

- Safeguarding concerns
- Unsafe practices
- Breaches of this Code of Conduct
- Behaviour that may harm individuals or the Association

Concerns should normally be reported to:

KBKA Designated Safeguarding Officer

Gwen Earnshaw
kbkaapiary@gmail.com 07971344124

If the KBKA DSO is unavailable, then the UBKA lead safeguarding officer

ubkaexecutivechair@gmail.com will take on these responsibilities.

Concerns will be handled sensitively and in line with safeguarding procedures.

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9. Breaches of the Code

Failure to follow this Code of Conduct may result in:

- Informal guidance or support
- Formal warning
- Temporary suspension from KBKA activities
- Termination of membership

Serious breaches may be referred to statutory authorities where appropriate.

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10. Member Responsibility and Agreement

All KBKA members are expected to:

- Read and understand this Code of Conduct
- Comply with the Safe Together Safeguarding Policy
- Act in a manner that supports the safety, wellbeing, and reputation of KBKA

Policy Information

Killinchy Beekeepers Association
Member Code of Conduct

Approved by KBKA Committee: **March 2026**
Review Date: **March 2027**

Appendices

Appendix 1:

Safeguarding Incident Report Form

Appendix 2:

KBKA Safe Together Policy