

Aberaeron Sports Club

LTA Grade 4 Tennis Tournament 11 - 19 August 2023

Event Safeguarding Plan

1. All policies and procedures are up to date, agreed by the committee, publicised and readily available.
2. All young people/parents/carers entering the competition will complete a form on registration to account for medical details, leaving the site, photography and social media use.
3. The form will have a take away page of information for parents/ carers and older young people including reminders about parent/carer supervision, sun care, safety in the car park, policy availability and Fair Play and will give the name of the welfare officer.
4. The Welfare Officer (WO) will ensure that officials are qualified, licensed and checked in accordance with LTA/ABTO regulations.
5. The officials will be required to wear an ID card.
6. The WO will complete a general a risk assessment pre-event.
7. The WO will ensure that the completed event safeguarding checklist is available for officials and is displayed for the public.
8. The WO will ensure that a missing child procedure is in place.
9. The WO will visit the venue at least once a day and liaise with the officials regarding any safeguarding concerns.
10. Volunteers will be known to the WO and officials and closely supervised if they are not already DBS checked. They will be appraised of the safeguarding information.
11. DBS checked club volunteers (including the WO) will wear an ID badge.
12. The organisers will recommend that all children under 13 have a parent/carer on site who will be responsible for supervision including toilet visits. Given the small numbers of young people entering, then supervision of 2:10 is adequately covered by the number of officials/WO.

Julie Greenslade Welfare Officer
4 July 2023