



Cocks and Hens Cambridge Tennis

ON COURT SAFETY POLICY

1. Coaches must keep accurate and up to date records in their registers for all their coaching of adults and juniors.
2. The registers will hold the following information:
 - Name of player and their contact details.
 - Any necessary medical information the coach needs to know.
 - Next of kin and their contact details.
3. For children aged 13 years and over, up to the age of 18, we assume parental permission is given to travel home alone unless informed otherwise by a parent or guardian in writing or via text.
4. Parents or guardians are expected to collect children under 13 years old from coaching sessions. If a child is to be collected by someone else, notice must be given in writing or via text.
5. Children under 13 years old must be delivered to their designated coach and must not be left unattended at any time. If parents are not remaining on site, they must return promptly at the end of the coaching session, to prevent coaches being late for their next appointments. The coach and parents must adhere to the collection time.
6. If a parent returns late, responsibility for the junior remains with the coach. After 15 minutes the club may, at its discretion, impose a fine equivalent to the hourly coaching fee.
7. If a parent is late and has not arrived in time for the coach to leave the site for an appointment elsewhere, efforts must be made by the coach to contact the parent and leave a message. Preferably at least 2 adults, deemed by the delayed coach to be suitably responsible adults, should be sought from those attending the club at the same time, to care for the junior temporarily, and the parent informed of the arrangement first by phone call then by text if necessary. The Welfare Officer or Assistant Welfare Officer will also be informed, who will make an official report of a concern for the child's wellbeing to the appropriate authority.
8. No group or groups of juniors are to be left at the club to be supervised by a coach who is primarily engaged in a booked coaching session with an adult or adults nearby.
9. We recommend that Coaches wear appropriate, professional clothing on court. Photos of coaches plus contact details are available on our website at <https://clubspark.lta.org.uk/CocksandHensTennisCambridge/Coaching/OurCoaches>

RAISING A SAFEGUARDING CONCERN

Concerns should be raised to our Welfare Officer:

Name	Liz Godfrey
Contact number	07971 408004
Email address	cocksandhenswelfare@gmail.com

If the Welfare Officer is not available to report a safeguarding concern or allegation, please contact the Assistant Welfare Officer:

Name	Julija Shabanova
Contact number	07725 873480
Email address	cocksandhenswelfare@gmail.com

If they are also unavailable, or if a safeguarding concern relates to them, the issue should be referred directly to the LTA via <https://safeguardingconcern.lta.org.uk/>.

This policy was last reviewed on 09/02/2024 and will be reviewed every three years (or earlier if there is a change in national legislation).

Chairperson, Allan Fowlie:

Allan Fowlie

Date: 09/02/24

Welfare Officer, Liz Godfrey:

Liz Godfrey

Date: 09/02/24