



## Code of Conduct & Safeguarding

At CLTSA we pride ourselves in being a friendly and welcoming facility, welcoming all people regardless of race, gender or background (Diversity Policy). We ask that all members, guests and members of the public coming into or using our facilities respect and adhere to our policies in regard to Safeguarding (copies in a folder below the television in Club house and on the website

<https://clubspark.lta.org.uk/cromerlawntennissquashclub> ) and our General Code of Conduct below.

### General Code of Conduct

- Please ensure that before you begin an activity that you have checked in at the Club house to secure your booking or pay for your court/facility
- Please wear the appropriate clothing and footwear for the activities you undertake and the prevailing weather conditions. If in doubt check with facility staff
- Treat everyone you meet and play against with respect and display good sportsmanship
- Treat the facilities with care and report any problems to a member of staff
- Look out for your own welfare and that of others
- Any irresponsible, abusive, bullying, inappropriate or illegal behaviour will not be tolerated and will be reported to the relevant authority

We hope that you enjoy your visit or activity at CLTSA and have a really positive experience with us. If, however, you have any concerns that relate to the facilities or a potential safeguarding issue please do not hesitate to speak to a member of staff or contact the CLTSA Safeguarding Officer.

Our policies include: Safeguarding Summary and Full Policy, Diversity, Discipline and Appeals, Safeguarding for Events-Activities and Tournaments, Social Media and Codes of Conduct. The club will adhere to and apply the publicly available safeguarding rules of the governing bodies of all the sports played at the club.

All documents are to be found online & in a folder

beneath the large television.

Jess Stubenbord



Carol Wright



The CLTSA Safeguarding Officers

## Codes of Conduct

### A.. All coaches, volunteers, Club members and members of the public agree to:

1. Prioritise the well-being of all children and adults at risk at all times
2. Treat all children and adults at risk fairly and with respect
3. Be a positive role model. Act with integrity, even when no one is looking
4. Help to create a safe and inclusive environment both on and off court
5. Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language
6. Report all allegations of abuse or poor practice to the club Welfare Officer
7. Not use any sanctions that humiliate or harm a child or adult at risk
8. Value and celebrate diversity and make all reasonable efforts to meet individual needs
9. Keep clear boundaries between professional and personal life, including on social media
10. Have the relevant consent from parents/carers, before taking or using photos & videos of children
11. Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (e.g. handshake / high five)
12. Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
13. Avoid being alone with a child or adult at risk unless there are exceptional circumstances
14. Refrain from transporting children or adults at risk, unless this is required as part of a club activity (e.g. away match) and there is another adult in the vehicle
15. Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such
16. Those in a position of authority are not to have a close relationship with anyone under 18
17. Be acutely aware of the power that coaches and coaching assistants develop over players in the coaching relationship and so avoid any intimacy (sexual or otherwise) with players
18. Report all allegations of abuse or poor practice to the club Welfare Officer

### B. All parents and carers agree to:

1. Make sure you know the rules and codes in order to relate them to your child.
2. Positively reinforce your child and show an interest in their sport.
3. Use appropriate language at all times
4. Be realistic and supportive
5. Never ridicule or admonish a child for making a mistake or losing a match
6. Treat all children, adults, volunteers, coaches and officials with respect
7. Behave responsibly at the venue; do not embarrass your child
8. Accept the official's decisions and do not go on court or interfere with matches
9. Encourage your child to play by the rules, and teach them that they can only do their best
10. Deliver and collect your child punctually from the venue
11. Ensure your child has appropriate clothing for the weather conditions
12. Ensure that your child understands their code of conduct
13. Adhere to your venue's safeguarding policy, diversity and inclusion policy, rules and regulations
14. Provide emergency contact details & all relevant information about your child including medical history

C. All children agree to:

1. Be friendly, supportive and welcoming to other children and adults
2. Play fairly and honestly
3. Respect coaches, volunteers and Officials and accept their decisions
4. Behave, respect and listen to your coach
5. Take care of your equipment and club property
6. Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, culture, religion or sexual identity
7. Not use bad, inappropriate or racist language, including on social media
8. Not bully, intimidate or harass anyone, including on social media
9. Not smoke, drink alcohol or drugs of any kind on club premises or whilst representing the club at competitions or events
10. Talk to the club Welfare Officer about any concerns or worries they have about themselves or others.

Scope This Policy is applicable to all staff, volunteers, committee members, coaches, club members and visiting members of the public. It is in line with national legislation.

All individuals within scope of this policy are expected to familiarise themselves with this policy and the LTA Code of Conduct (available here: <https://www.lta.org.uk/about-us/what-we-do/governance-and-structure/rules-regulations/>), and at all times act in accordance with them. Breaches of the law, this Policy and/or the LTA Code of Conduct will result in disciplinary action being taken.

The Welfare of Children It is our duty to protect children from abuse and neglect, preventing the impairment of children's health or development, ensuring that they grow up in circumstances consistent with the provision of safe and effective care, and taking action to enable all children to have the best life chances.

-Definition Who is a Child ? A person under the age of eighteen years.

Where there is any safeguarding concern, anyone under the age of 18 is regarded as a child

The Welfare of Adults at Risk Again it is our duty to protect adults from abuse and/or neglect. Enabling adults to maintain control over their lives and make informed choices without coercion.

Empowering adults at risk, consulting them before taking action, unless someone lacks the capacity to make a decision, or their mental health poses a risk to their own or someone else's safety, in which case, always acting in the person at risk's best interests.

-Definition Who is an Adult at Risk? A person aged eighteen years or over who is, or may be, in need of community care services by reason of disability, age or physical and emotional illness; and is, or may be, unable to take care of, or unable to protect him or herself against abuse or neglect. Also an adult who self-harms, neglects herself/ himself will be considered an adult at risk.

Club Welfare / Safeguarding Officers- Carol Wright and Jess Stubenbord

Code of Conduct for CLTSA Last revised and approved by the Club Committee April 17<sup>th</sup>, 2024