



***Henleaze Lawn Tennis Club Ltd***  
**Anti-bullying Policy**

This is a new policy document since Henleaze Lawn Tennis Club became incorporated on 28 October 2020. The Club became known as Henleaze Lawn Tennis Club Ltd and is based at Tennessee Grove, Bristol, BS6 7XH. In this document the Club is referred to as HLTC Ltd. This Anti-bullying Policy will be reviewed at least once every two years, in line with the Lawn Tennis Association Guidelines, or earlier if legislative changes require it. This policy will be made available on the Club Website to all existing and new members and should be read in conjunction with the following policies:

Changing Rooms – use of  
Code of Conduct for Club members  
Communication and Social Media  
Complaints Policy  
Diversity and Inclusion  
Photography and Filming (Recording) Ltd  
Safeguarding and Code of Behaviour

The Directors of HLTC Ltd are responsible for ensuring that this policy is kept up to date. The Management Committee is responsible for ensuring that it is followed by all those attending the club. Details of the Club Welfare Officer are given below and are posted within and outside the Clubhouse as well as on our Website. Welfare Officer: Sue Yates tel: 07704860195

## Policy Statement

HLTC Ltd strives to ensure that all children (anyone under 18) and adults at risk are safeguarded from abuse and have an enjoyable tennis experience. Bullying is defined as a range of abusive behaviour that is repeated and intended to hurt someone either physically or emotionally. This document sets out how to help prevent bullying from happening to all children and adults at risk or anyone else. It also sets out how to make sure bullying is stopped as soon as possible if it does happen and that those involved receive the support they need. It also provides information to all staff, volunteers, children and their families about what should be done to prevent and deal with bullying.

This policy applies to all Directors, Committee members, staff (if applicable), coaches, volunteers and visitors. In this document the term **'Visitor'** means any person with access rights to the Club, including Coaches, Guests, Members, Parents, Pay and Play participants, Participants in Coaching Courses and Visiting teams.

### We recognise that

- Bullying causes real distress. It can affect a person's health and development and, at the extreme, can cause significant harm
- All children and adults at risk, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- Everyone has a role to play in preventing all forms of bullying (including online) and putting a stop to bullying.

### We will seek to keep children and adults at risk safe by

- Recognising that bullying is closely related to how we respect and recognise the value of diversity.
- Recognising our duty of care and responsibility towards safeguarding
- Promoting and implement this anti-bullying policy in addition to our safeguarding policy and procedures
- Ensuring that bullying behaviour is not tolerated or condoned
- Taking action to respond and deal with any reports of bullying towards children and adults.
- Encouraging children to play a part in developing and adopting appropriate behaviours
- Promoting a code of conduct for behaviour
- Employing safe recruitment practices
- Making sure our response to incidents of bullying takes into account:
  - the needs of the person being bullied

- the needs of the person displaying bullying behaviour
- the needs of others who may be affected
- our club as a whole

**Players, parents, coaches, volunteers and other members of staff will:**

- Encourage individuals to speak out about bullying behaviour and report incidents of bullying behaviour they see to the Welfare Officer/County Safeguarding Officer (or suitable alternative county representative, e.g. county coach, tournament organiser etc).
- Respect every child’s need for, and right to, a play environment where safety, security, praise, recognition and opportunity for taking responsibility are available
- Respect the feelings and views of others
- Recognise that everyone is important and equal, and that our differences make each of us special and worthy of being valued
- Show appreciation of others by acknowledging individual qualities, contributions and progress
- Ensure safety by having rules and practices carefully explained and displayed for all to see
- Report incidents of bullying behaviour they see or hear about

**Supporting children**

- We’ll let children know who will listen to and support them
- We’ll create an “open door” ethos where children feel confident to talk to an adult about bullying behaviour
- Potential barriers to talking (including those associated with a child’s disability or impairment) will be acknowledged and addressed at the outset to enable children to speak out
- We’ll make sure children are aware of helpline numbers
- Anyone who reports an incident of bullying will be listened to carefully and reports will be taken seriously
- Any reported experience of bullying behaviour will be investigated and will involve listening carefully to all those involved
- Children experiencing bullying behaviour will be supported and helped to uphold their right to play and live in a safe environment
- Those who display bullying behaviour will be supported and encouraged to develop better relationships
- We’ll make sure that any sanctions are proportionate and fair

## Support to the parents/carers

- Parents will be advised on the anti-bullying policy and practice
- Any experience of bullying behaviour will be discussed with the child's parents or carers
- Parents will be consulted on action to be taken (for both victim and bully)
- Information and advice on coping with bullying will be made available
- Support will be offered to parents, including information from other agencies or support lines

## Useful contacts

LTA / [safeguarding@lta.org.uk](mailto:safeguarding@lta.org.uk)

NSPCC Helpline 0808 800 5000

Childline 0800 1111 / [www.childline.org.uk](http://www.childline.org.uk)

Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)

Anti-Bullying Alliance [www.antibullyingalliance.org](http://www.antibullyingalliance.org)

Welfare Officer *Sue Yates*

NCPCC Helpline 0808 800 5000

Childline 08001111 [www.childline.org.uk](http://www.childline.org.uk)

Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)