



## Knutsford Tennis Club (KTC) Code of Conduct for Staff and Volunteers

### All members of staff and volunteers agree to:

- Prioritise the well-being of all children and adults at risk at all times
- Treat all children and adults at risk fairly and with respect
- Be a positive role model. Act with integrity, even when no one is looking
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language
- Report all allegations of abuse or poor practice to the Club Welfare Officer
- Not use any sanctions that humiliate or harm a child or adult at risk
- Value & celebrate diversity and make all reasonable efforts to meet individual needs
- Keep clear boundaries between professional and personal life, incl on social media
- Have the relevant consent from parents/carers, children and adults before taking or using photos and videos
- 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)
- Refrain from smoking & consuming alcohol during club activities or coaching sessions
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- Avoid being alone with a child or adult at risk unless in exceptional circumstances
- 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
- Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such
- Not have a relationship with anyone under 18 whom they are coaching or responsible for

Club Committee Chair : **Bill Jackson**      Date: August 2023

Club Welfare Officer : **Sonia Amos**      Date: August 2023