



Safeguarding

For Young people

Our tennis club aims to create an enjoyable environment for all juniors who wish to take part in tennis or other sport and social activities at the club.

We believe that children and young people have the right to be safe, secure and free from threat.

We believe that young people have the right to be treated with respect, and to have their concerns listened to and acted upon. We have a junior representative on the committee.

We will ensure that the club provides for the needs of junior members through specific programmes, designated facilities, and safe practice.

We have procedures in place to address poor practice, and to help any young person who appears to be at risk, or appears to be the victim of abuse. We will offer help and support when a child or young person tells us that they are affected by these issues.

We will ensure that all those working with children are made aware of the LTA code of conduct for people working with children in tennis, and are required to follow it.

For Adults working with Young People:

Our club believes that all members and those working with children should:

1. Be professional and maintain the highest standards of personal behaviour at all times.
2. Recognise the trust placed in adults by children, and recognise the power held over children by adults. Treat this trust and this power with the highest responsibility.
3. Try to work in an open and accountable manner at all times. Work in view of others wherever possible, be wary of working alone and unobserved, and be willing to accept questions or criticism regarding good practice.
4. Expect others to work in an open and accountable manner. Question and criticise the practice of others if necessary.
5. Maintain a professional relationship with children. Any form of sexual relationship or activity with a child is unacceptable and could lead to disciplinary or legal action.
6. Not be under the influence of drink, drugs or any illegal substance.
7. Use appropriate and respectful forms of discipline and communication. Physical aggression, intimidation, verbal abuse and persistent shouting are not acceptable. Any form of assault (e.g. hitting, kicking, pinching, slapping) should be regarded as a serious incident.
8. Use appropriate language. Don't swear, and never make sexual or suggestive comments to a child. If a child makes such comments, be prepared to enforce these boundaries in your response.

9. Not appear to favour one child or show interest in one child more than another.
10. Not discriminate against a child because of their age, gender, disability, culture, language, racial origin, religious belief or sexual identity.
11. Use physical contact with players only where necessary. If contact is necessary, (e.g. for the purposes of coaching or first-aid), then explain to the child what the contact is for, and change your approach if he or she appears uncomfortable.
12. Design and use training methods and training programmes that are appropriate to the individual child.
13. Be aware of situations that could be misunderstood or manipulated by other adults. For example, if a coach or official is alone with a child in a clubhouse, changing room or car, he or she may be vulnerable to allegations of misconduct.
14. Be vigilant and aware of how actions can be misinterpreted by children. Actions made with good intentions can seem intrusive or intimidating to some children. Sometimes children become attracted to the adults working with them. Adults should be aware of the impact of their actions, and should sensitively address any misunderstanding.

If a concern about a child's welfare comes to your attention:

15. Take seriously any suspicion or allegation of abuse, or any disclosure of concern made by a child (or adult).
16. If a concern comes to your attention, record information, including relevant details. Be sure to record opinions or feelings as such; do not record them as facts. Do not question or interview the people involved in the incident of concern.
17. Report any concerns within the area of Child Protection (physical, emotional or sexual abuse, neglect or bullying), in confidence and without delay, to your club, county or LTA Child Protection Officer, our club has appointed a club welfare/ safeguarding officer in this role. If CPOs cannot be contacted and there appears to be an immediate risk, contact the police or your local social services.
18. Never discuss an allegation or suspicion with another person, (other than the police or social services), before receiving advice from the club, county or LTA Child Protection Officer.

The club has an adult member who is specifically responsible for children, young people and child protection.

The Club Welfare Officer is Emma Hodge.

Remember that it is the responsibility of all adults to safeguard children in sport. By recognising, following and discussing the principles behind this code, you are helping to make bad practice and abuse unwelcome in tennis. For more information on issues like these, see the range of guidance resources produced by the LTA Child Protection Department. Go to www.lta.org.uk/childprotection, or contact the department directly using the details below.

LTA Child Protection T: 0208 487 7008/7116 M (24 hour): 07971 141 024

Email: safeguarding@lta.org.uk

Whistleblowing

Safeguarding children and adults at risk requires everyone to be committed to the highest possible standards of openness, integrity and accountability. As a club, we are committed to encouraging and maintaining a culture where people feel able to raise a genuine safeguarding concern and are confident that it will be taken seriously.

What is whistle blowing?

In the context of safeguarding, “whistle blowing” is when someone raises a concern about the well-being of a child or an adult at risk.

A whistle blower may be:

- a player;
- a volunteer;
- a coach;
- other member of staff;
- an official;
- a parent;
- a member of the public.

How to raise a concern about a child or an adult at risk at the club

If a child or an adult at risk is in immediate danger or risk of harm, the police should be contacted by calling 999.

Where a child or an adult at risk is not in immediate danger, any concerns about their well-being should be made without delay to the Club Welfare Officer. The Club Welfare Officer will pass the details of the concern on to the LTA Safeguarding Team at the earliest opportunity and the relevant local authority and the police will be contacted, where appropriate.

If, however, the whistle blower does not feel comfortable raising a concern with the Club Welfare Officer, the whistle blower should contact the LTA Safeguarding Team directly, the Local Authority Designated Officer (LADO) or the NSPCC on 0808 800 5000.

The Club Welfare Officer can be contacted on: *Emma Hodge emhhodge@gmail.com*

Information to include when raising a concern

The whistle blower should provide as much information as possible regarding the incident or circumstance which has given rise to the concern, including:

- their name and contact details (unless they wish to remain anonymous);
- names of individuals involved;
- date, time and location of incident/circumstance; and
- whether any witnesses were present.

What happens next?

All concerns raised by a whistle blower about the well-being of a child or an adult at risk will be taken seriously and every effort will be made to deal with each concern fairly, quickly and proportionately.

If the whistle blower does not believe that the concern has been dealt with appropriately and wishes to speak to someone outside the club or the LTA Safeguarding Team, the NSPCC Whistleblowing advice line should be contacted on 0800 028 0285 or by emailing help@nspcc.org.uk.

Support

The club will not tolerate any harassment, victimisation or unfair treatment of, and will take appropriate action to protect, whistle blowers when they raise a concern in good faith.

Where there is a safeguarding concern/disclosure:

- The individual who is told about, hears, or is made aware of the concern/disclosure is responsible for following the Reporting a Safeguarding Concern Procedure shown in the flowchart at the beginning of this policy. Unless someone is in immediate danger, they should inform their club Welfare Officer, LTA Safeguarding Team or National Safeguarding Lead.
- The club Welfare Officer and Safeguarding Leads are responsible for reporting safeguarding concerns to the LTA Safe Safeguarding Team.
- The LTA Safeguarding Team is responsible for assessing all safeguarding concern/disclosures that are reported to them and working with the club Welfare Officer and National Safeguarding Leads to follow up as appropriate on a case-by-case basis, prioritising the well-being of the child/ adult at risk at all times. Dependent on the concern/disclosure, a referral may be made to:
 - The police in an emergency (999);
 - Local Authority Children's Services **0300 555 1377**.
 - Local Authority Adult Services **01202 454 979**
 - Designated Officer (England only) for concerns/disclosures about a member of staff, consultant, coach, official or volunteer

Breaches of the Safeguarding Policy, Code of Conduct and Reporting Procedure

Breaches of this Policy and/or failure to comply with the outlined responsibilities may result in the following:

- Disciplinary action leading to possible exclusion from the club, dismissal and legal action
- Termination of current and future roles within the club and roles in other clubs, the LTA, Tennis Wales, Tennis Scotland and the Tennis Foundation.

Actions taken by players, parents or carers, staff, consultants, volunteers, officials, coaches inside or outside of the club that are seen to contradict this Policy may be considered a violation of this Policy.

Where an appeal is lodged in response to a safeguarding decision made by the club, the individual should adhere to the club's appeal procedure.

This Policy is reviewed every two years (or earlier if there is a change in national legislation).

This Policy is recommended for approval by:

Club Committee Chair *Sue White*: Date: Oct.2023

Club Welfare Officer Emma Hodge Date: Oct. 2023

This policy was reviewed on 16/10/23

The above policy was approved by the committee on Nov. 16th 2023