

Woodlands Northfield Tennis Club

Safeguarding Policy

Woodlands Northfield Tennis Club (WNTC) is committed to prioritising the well-being of all children and adults at risk, promoting safeguarding in our club at all times, including all programmes and events that we run. This Policy aims to minimise risk deliver a positive tennis experience for all members and outlines appropriate responses to all safeguarding concerns/disclosures.

This Policy is applicable to all volunteers, committee members, coaches and club members. It is in line with national legislation and applicable across the U.K. Advice, guidance and support is available from the LTA Safeguarding Team, contact details are listed at the end of this policy.

SAFEGUARDING IS EVERYONE'S RESPONSIBILITY:

NOT RESPONDING TO A SAFEGUARDING CONCERN IS NOT AN OPTION.

- The club's committee has overall accountability for this Policy and its implementation and is responsible for updating it in line with legislative and club developments
- All individuals involved in/present at the club are required to adhere to the Policy and Code of Conduct
- 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. Unless someone is in immediate danger, they should inform their club chairman/committee member, LTA Safeguarding Team or National Safeguarding Lead.

Codes of Conduct

All members 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, at all times
- 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 a club committee member.
- Not use any sanctions that humiliate or harm a child or adult at risk
- Value and celebrate diversity and make all reasonable efforts to meet individual needs
- Ensure roles and responsibilities of coaches are clearly outlined and everyone has the required information,
- Keep clear boundaries between professional and personal life, including 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 and consuming alcohol during club activities or coaching sessions

- Avoid being alone with a child or adult at risk unless there are 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 for whom they are coaching or responsible
- Not to have a relationship with anyone over 18 whilst continuing to coach. Supervision of children under the age of 18 is the sole responsibility of their parent/parents

All children agree to:

- Be friendly, supportive and welcoming to other children and adults
- Play fairly and honestly
- Respect club members, volunteers and Officials and accept their decisions
- Behave, respect and listen to your coach
- Take care of your equipment and club property
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, culture, religion or sexual identity
- Not use bad, inappropriate or racist language, including on social media
- Not bully, intimidate or harass anyone, including on social media
- Not smoke, drink alcohol or drugs of any kind on club premises or whilst representing the club at competitions or events
- Talk to a club committee member about any concerns or worries they have about themselves or others
- Be supervised by their parent/parents and not be on their own.

This Policy is reviewed if there is a change in national legislation

This Policy is recommended for approval by:

Club Committee Chair..... Date.....

Vishal Nayar

Reviewed: 11/2020

Next review: 11/2021

Contacts

Club Chairman vishaln@hotmail.co.uk

Welfare Officer pnash123@hotmail.com

British Tennis Services team tel: 020 8487 7000

Email: safeandinclusive@lta.org.uk

NSPCC: 0808 800 5000

What to do if a disclosure from a child or adult at risk is made to you:

1. Reassure the child/adult that s/he is right to report the behaviour
2. Listen carefully and calmly to him/her
3. Keep questions to a minimum and never ask leading questions
4. Do not promise secrecy. Inform him/her that you must report your conversation to the LTA Safe and Inclusive Tennis Team (and the police in an emergency) because it is in his/her best interest
5. **REPORT IT!** If someone is in immediate danger call the police (999), otherwise talk to the LTA Safeguarding Team as soon as possible. Once reported, the Safe and Inclusive Tennis Team will work with you to ensure the safety and well-being of the child/ adult at risk
6. Do not allow personal doubt to prevent you from reporting the concern/disclosure
7. Make an immediate objective written record of the conversation using the Reporting a Concern Form (*add link*). Make certain you distinguish between what the person has actually said and the inferences you may have made. Your report should be sent to the LTA Safeguarding Team within 48 hours of the incident, who will store it safely.

Reviewed 05/2018