

# **Tennis & Rackets Association Limited Safeguarding and Protecting Young People Policy Statement**

<b>Applicable to:</b>	T&RA Staff and Volunteers in Real Tennis and Rackets in the UK
<b>Date of Origination:</b>	March 2016
<b>Effective From:</b>	May 2016
<b>Lead Officer:</b>	Chief Executive Officer
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<b>For Review (Annually):</b>	May 2017 (CSD internal review May 2017)

## **Tennis & Rackets Association Safeguarding and Protecting Young People**

### **Rationale**

The T&RA is committed to creating and maintaining the safest possible environment for children and young people to participate in Real Tennis and Rackets and recognises its responsibility to safeguard their welfare by protecting them from poor practice, abuse or bullying. The T&RA believes that the welfare of children and young people is everyone's responsibility.

The policy and procedures of the T&RA apply to everyone, whether in a paid or voluntary capacity, including professionals, volunteers and officials in clubs, markers, referees, and helpers on external trips. Everyone has a responsibility.

### **Principles**

- Anyone under the age of 18 will be considered a child or young person in relation to the Safeguarding and Protecting Young People<sup>1</sup> in Real Tennis and Rackets Policy and Procedures
- The welfare of the child or young person is the first consideration
- All children and young people, regardless of age, ability, gender, ethnic origin, religious belief, race or sexual identity have a right to protection from abuse
- The rights, dignity and worth of all young people should always be respected
- All staff and members of the T&RA have a responsibility and failure to comply may lead to disciplinary action
- All concerns will be taken seriously and managed accordingly within the Safeguarding and Protecting Young People in Real Tennis and Rackets Policies and Procedures
- All allegations will be taken seriously and responded to quickly and fairly in line with the T&RA's Policy and Procedures
- It is the responsibility of safeguarding and child protection experts to determine whether or not abuse has taken place but it is everyone's responsibility in Real Tennis and Rackets to act appropriately and report concerns
- The T&RA recognises the role and responsibilities of the statutory agencies safeguarding children and young people and is committed to complying with the procedures of the Local Safeguarding Children's Boards<sup>2</sup>
- Working in partnership with parents and carers is essential for the safeguarding and protection of young people
- Confidentiality should be upheld in line with legislation and government guidance

### **Government Guidance and Legislation**

The T&RA's Safeguarding Policy and Procedures are based upon principles contained within U.K. and international legislation and government guidance. This section gives an overview of relevant legislation and guidance. The T&RA has a legal and moral obligation and responsibility to contribute to making Real Tennis and Rackets a safe and child-friendly sport, our policies and procedures take into account the following:

- Every Child Matters 2003
- The Children Acts 1989 and 2004

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<sup>1</sup> Young People will mean children and young people throughout all Safeguarding and Protecting Young People in Real Tennis and Rackets policies, procedures and documentation

<sup>2</sup> Local Safeguarding Children's Boards are the key statutory mechanism for agreeing how the relevant organisations in each local area will co-operate to safeguard and promote the welfare of children in the locality. The core membership of LSCBs is set out in the Children Act 2004, and includes local authorities, health bodies, the police and others. The objective of LSCBs is to coordinate and to ensure the effectiveness of their member agencies in safeguarding and promoting the welfare of children

- The Protection of Children Act 1999
- The Police Act 1997
- The Criminal Justice and Court Services Act 2000
- The Data Protection Act 1998
- *Caring for the young and vulnerable* - Home Office guidance for preventing the abuse of trust 1999
- *What to do if you are worried a child is being abused* - 2006
- Working Together to Safeguard Children - 2006
- The UN Convention on the Rights of the Child - 1990
- The Human Rights Act 1998
- The Safeguarding Vulnerable Adults Act 2006
- The Protection of Freedoms Act 2012
- The Children and Families Act 2014
- The Education Act 2011
- The Children and Young Persons Act 2008
- Department of Education Policy and Guidance 2015

### **Responsibilities**

*The T&RA will:*

- Appoint a designated person to manage Safeguarding and Child Protection
- Produce Safeguarding and Protecting Young People in Real Tennis and Rackets policies, procedures and guidelines
- Support clubs to adopt and implement the T&RA's Safeguarding and Protecting Young People in Real Tennis and Rackets Policies, Procedures and Guidelines through training and ongoing development
- Respond to all allegations and concerns and implement the appropriate disciplinary and appeals procedures when necessary
- Work in partnership with the statutory agencies as required
- Provide access to the DBS service for members and staff to be checked
- Monitor policy and procedures on a regular basis and review fully on a three year cycle, unless:
  - There is a major change in legislation and government guidance
  - There is major changes in governance of the sport
  - There is a procedural review as a result of a major case

*Clubs will:*

- Adhere to the T&RA's Safeguarding and Protecting Young People in Real Tennis and Rackets Policy, Procedures and Guidelines
- Take responsibility for safeguarding children within their club
- Include the T&RA's Safeguarding and Protecting Young People in Real Tennis and Rackets Policy Statement in their rules and regulations
- Appoint a Club Welfare Officer and ensure they are appropriately inducted, supported and DBS checked
- Access training to ensure that all members know their responsibility in relation to safeguarding young people in Real Tennis and Rackets

### **Recruitment of Staff and Volunteers**

The T&RA adheres to a strict recruitment policy for its staff and volunteers. The policy covers the following main areas:

- Application
- Screening and Checking
- Interview

- Induction
- Training
- Monitoring

Further details of the policy and guidelines will be updated and available through the T&RA's website.

### **Disclosure & Barring Service (DBS)**

DBS checks are one element of the recruitment and selection policy. The T&RA works alongside the LTA's Safe and Inclusive Tennis Team, which acts as an umbrella organisation.

All adults who have regular contact with young people and are considered to be in Regulated Activity must complete a DBS Enhanced Disclosure. If an enhanced disclosure has not been completed and cleared, adults working with young people must be supervised at all times whilst the club waits for the outcome of the disclosure. Adults requiring a check may include:

- Professionals
- Junior Organisers
- Team Managers
- Parents taking children and young people to and from matches
- Junior Committee Members
- Club Welfare Officers
- Markers and Referees
- Support staff
- Adults supporting at any event
- Real Tennis and Rackets volunteers/committee members/officials of clubs

DBS checks must be conducted through the LTA Safe and Inclusive Tennis Team, who will report any concerns to the T&RA CEO/CPO arising from a disclosure.

### **Portability**

Due to the restrictions and limitations on access to Disclosure information, the T&RA recommends using the checks by the LTA Safe and Inclusive Tennis Team, although newly established Update Service does provide an element of portability as long as it is carried out in the time-frame.

- *If the LTA Safe and Inclusive Tennis Team has not completed the checking process itself, there may be uncertainty of the outcomes of the checks or any decision made about them. There may have been errors in the identity checking or additional information that has not been dealt with properly. The governing body has a unique responsibility and are not in a position to take risks in this vital area of work.*

### **Whistle-blowing**

The T&RA encouraging whistle-blowing and any reports will be treated in confidence. Whistle-blowing is an early warning system. It is about revealing and raising concerns over misconduct or malpractice within an organisation or within an independent structure associated with it.

### **Taking Action**

*If there is a concern with regard to the behaviour of an adult towards a young person or young person to young person, it is important that you share your concerns with the Child Protection Officer or the T&RA National Designated Officer.*

All information received and discussed will be treated in confidence and only shared with those individuals who will be able to manage and resolve the situation. On occasion it may be necessary to seek advice, or inform the statutory agencies e.g. The Police or Children's Service Authority.

### **Positions of Trust**

All adults who work with children/young people are in a position of trust that has been invested in them by the parents, the sport and the child/young person. This relationship can be described as one in which the adult is in a position of power and influence by virtue of their position.

Sexual intercourse or touching by an adult with a child under the age of 16 years is unlawful, even where there is apparent consent from the child. A consensual sexual relationship between an adult in a position of trust within the Real Tennis and Rackets setting and a child over 16 years of age is contrary to the Policy and Procedures for Safeguarding and Protecting Young People in Real Tennis and Rackets.

In Real Tennis and Rackets, most adults in a position of trust recognise that there are certain boundaries between the professional/official/volunteer and the player which must not be crossed in terms of the relationship with the young player. The relationship, in essence, is no different to that between a teacher and the young people in their care, in relation to the abuse of trust.

Adults must not encourage a physical or emotionally dependant relationship to develop between the person in a position of trust and the young person in their care.

All those within the organisation have a duty to raise concerns about the behaviour of professionals, referees, volunteers, administrator staff which may be harmful to the child/children, young people in their care, without prejudice to their own position.

### **Implementation**

The implementation of this policy is mandatory and will be supported by an appropriate Implementation Plan to ensure compliance and effective delivery.

### **Further Information**

This Safeguarding and Protecting Young People in Real Tennis and Rackets Policy gives an overview of both the T&RA and its members approach and responsibility to safeguarding children.

For more information and guidance please visit the T&RA website at [www.tennisandrackets.com](http://www.tennisandrackets.com) or contact the T&RA on Tel: 0207 835 6937  
Email: [office@tennisandrackets.com](mailto:office@tennisandrackets.com)