



## **Child Supervision Policy**

### **Child supervision policy**

We recommend that children under the age of 13 are supervised by their parent/carer whilst at Totnes Community Tennis & Squash Club and outside of any venue sessions, such as coaching lessons or tennis camps.

During coaching sessions or camps, children aged under 13 and over 4 years old may be left in the care of the coach. Coaches are LTA accredited, first aid trained, safeguarding trained and DBS checked and therefore suitably qualified to look after young children.

#### **Using the TCTC club toilets**

##### **Changing / showering**

There are no circumstances during coaching sessions where children need to get changed. If a child does need to get changed before a coaching session (for example if they have come straight from school to the club), this should be done under the supervision of the parent – the child will only be in the care of the coach after they have changed.

##### **Using the toilets**

For children under 11, at coaching sessions or camps, the coach will walk children to the toilet and check that no adults are using the toilets / changing rooms.

Children aged 11+ will be allowed to leave the tennis court unattended to use the toilet.

Policy Title: Child supervision Policy Last Updated: 22/10/2021 Next Review: 22/10/2023 (or earlier if there is a change in legislation)

### **Arriving & leaving for coaching sessions or camps**

For children aged under 11, children must be delivered directly into the care of the coach by the parent and picked up directly from the coach.

*Please note that it is not enough to drop off outside or at the front door of the clubhouse. Parents must ensure that their child has been delivered to the coach.*

Children aged under 11 will not be allowed to leave a coaching session or camp unattended unless permission has been given in writing.

### **Children playing at Totnes Community Tennis Club Tennis Club**

- It is a parent's decision as to what age they allow their child to attend tennis venues unsupervised.
- It is a parent's responsibility to teach their child how to respond to emergencies or situations that may arise outside the house, so they feel confident when their child is not under their supervision.
- The NSPCC recommends in domestic situations that all children under 13 yrs. be supervised by their parent, carer or guardian. This is due to concerns that they may not be mature enough to deal with an emergency or certain situations.
- They also advise that any child under the age of 16 yrs. but over the age of 13 yrs. remains the responsibility of the parent, carer or guardian.

#### **Can a tennis venue make a decision about what age children can be unsupervised at their venue?**

- Yes. Whilst the NSPCC has guidance each tennis venue will need to make a decision about what age children can be without parental supervision. It is important to communicate any decision about what age children can be left at a tennis venue unsupervised, to all members; including young people.
- Whilst LTA registered clubs have safeguarding policies in place, along with a designated Welfare Officer, this is to support in safeguarding whilst children and young people are present, or respond to any issues that may occur, not to take on parental responsibilities.

#### **All the club members know my child and can supervise my child when I am not there?**

- You may know all club members well, however specific arrangements still need to be made by you and another adult to supervise your child and your child needs to be aware of the arrangement. Simply being on club premises with lots of adults is not acceptable.

- Please ensure that junior members are familiar with the Club's playing and court usage codes of conduct.

**Totnes Community Tennis Club Welfare Officer – Alison Hannah 07863225119 .**

LTA Safe and Inclusive Team 0208 4877000 (Monday – Friday 9am to 5pm) NSPCC 0800 8005000

## Safeguarding Plan for Junior Match Play

### Supervision of Children

The number of adults required to supervise children is;

- 2:8 for children 10 years and under
- 2:10 for children 11 years and over

(This may be different for children with special needs and supported by a risk assessment)

### Transportation of Children

If at all possible, coaches or volunteers **should not** be responsible for transporting children to and from the venue unless as part of a club organised trip (see below).

Parents may choose to make private arrangements with another adult (such as a family friend or other parent) to transport their child, however, they should let the team manager/head coach know in advance.

In situations where the club is arranging transport for children (for example to an away match) the club must ensure;

- Parents are informed of the destination, reason for journey and who the driver will be.
- \*Parents must return to the team manager/head coach a completed 'Consent and Emergency Contact' form and the driver should have a copy of this with them on the journey in case of emergencies.
- \*\*There are two adults in the car. If children are a mixture of female and male, where possible the two adults should also be male and female.
- Children are seated in the back of the vehicle at all times.
- There is an established procedure in the event of a breakdown/emergency.
  - Driver to contact team manager
  - Team manager to contact children's parents/carers
  - Team manager to contact host venue

- The driver has a valid UK driving licence, satisfactory Disclosure and Barring Service (DBS) check, correct insurance, MOT certificate and complies with the laws on the use of seatbelts.
- If transporting in a mini-bus or bus the driver must also have the correct type of licence.
- If a taxi company is hired, then the above checks need to be made

**\* Please do ensure that the team manager and driver has acknowledged receipt of the completed Emergency Contact form before 9pm the night before the match, at the latest.**

**\*\* The tennis club committee recognise that it is not always practical to follow the LTA guidance when arranging transportation to and from away matches, in terms of having two parents accompany the team to each match. Therefore, team captains are requested to identify those parents that will be volunteering to transport the team to matches so that the necessary checks can be made by the club Welfare and Inclusion Officer.**

**In the event of parents already having undertaken DBS checks due to other previously held positions or volunteering roles, it will be at the discretion of the Welfare and Safeguarding team to ask that an LTA check is also undertaken.** (This may in part be due to the date upon which the previous DBS check was undertaken).

#### Code of Conduct for players

Players should take pride in their appearance and act in a professional manner when representing the tennis club, both on and off the court.

Captains/ Team managers should remind all players to be on their best behaviour when away, to lead by example and play by the LTA competition rules at all times.

#### Code of Conduct for adult coaches/volunteers/parents

All coaches/volunteers/parents should be made aware of the club's safeguarding policies and procedures.

All coaches/volunteers/parents are expected to abide by the LTA and club code of conduct at all times.