

Priory Park Tennis Club, Kew
Safeguarding & Protection Policy
(LTA Registered Venue – UK)

1. Policy Statement

Priory Park Tennis Club is fully committed to safeguarding and promoting the welfare of children (under 18) and adults at risk.

We recognise that:

The welfare of children and adults at risk is paramount.

All children and adults at risk, regardless of age, disability, gender, race, religion, sexual orientation or background, have the right to protection from abuse.

Safeguarding is everyone's responsibility.

The club adopts and implements the LTA Safeguarding Standards for Registered Venues and will comply with all LTA requirements.

2. Scope

This policy applies to:

Committee members

Club Welfare Officer - Dario Olivieri

Head Coach and any assistants - Will Purdue

Volunteers

Parents/carers

Members and players

Officials and contractors

It covers all club activities including coaching, competitions, social play, events, trips, and online communication linked to club activity.

3. Legal Framework

This policy operates in accordance with:

Children Act 1989 & 2004

Care Act 2014

Working Together to Safeguard Children

Data Protection Act 2018 (UK GDPR)

LTA Safeguarding at Your Venue Standards

4. Key Safeguarding Principles

The club will:

Prioritise the safety and wellbeing of children and adults at risk.

Appoint and support a trained Club Welfare Officer.

Ensure safe recruitment and vetting procedures are followed.

Ensure all coaches are LTA Accredited.

Ensure required roles have Enhanced DBS checks with children's barred list.

Promote inclusion and equality.

Respond appropriately to all safeguarding concerns.

5. Club Welfare Officer

The club has appointed an LTA-approved Club Welfare Officer (CWO).

Club Welfare Officer Name:

Email: olivieri.d@me.com

Phone:

The CWO:

Is the first point of contact for safeguarding concerns.

Maintains confidential records.

Refers concerns to the LTA Safeguarding Team and/or statutory agencies.

Ensures safeguarding procedures are implemented.

If the concern involves the CWO, concerns must be reported directly to the LTA Safeguarding Team.

6. Safe Recruitment & Training

The club ensures:

All coaches hold valid LTA Accreditation.

Relevant volunteers and committee members hold Enhanced DBS checks.

Safeguarding training is completed every 3 years.

Role descriptions clarify safeguarding responsibilities.

References are obtained where appropriate.

No person will undertake regulated activity without appropriate checks.

7. Codes of Conduct

The club adopts LTA Codes of Conduct for:

Coaches

Players

Parents/Carers

Officials

Volunteers

All individuals are expected to:

Treat others with respect and dignity.

Act as positive role models.
Avoid inappropriate physical contact.
Avoid 1-to-1 private messaging with junior players.
Challenge bullying or discriminatory behaviour.
Report concerns promptly.
Breaches of conduct may result in disciplinary action.

8. Reporting a Safeguarding Concern

If a child or adult is in immediate danger, call 999.
If you have a safeguarding concern:
Listen carefully and remain calm.
Do not promise confidentiality.
Record facts accurately.
Report immediately to the Club Welfare Officer.
The club will not investigate concerns but will refer appropriately to:
The LTA Safeguarding Team
Local Authority Children's Services
Police (999 emergency / 101 non-emergency)
NSPCC (0808 800 5000)
All concerns will be handled sensitively and confidentially.

9. Anti-Bullying

The club has zero tolerance for:
Physical bullying
Emotional abuse
Verbal abuse
Intimidation
Cyberbullying
Discrimination or harassment
All incidents will be addressed promptly and proportionately.

10. Online Safety & Photography

Parental consent must be obtained before publishing images of children.
No personal details will accompany images.
Coaches must not privately message juniors.
Communication with juniors should include parents where appropriate.

11. Changing Rooms & Supervision

Adults should avoid changing at the same time as juniors where possible.

Mixed-age use must be risk assessed.

Parents remain responsible for supervising young children outside organised sessions.

12. Whistleblowing

Anyone can raise concerns about poor practice or misconduct without fear of reprisal. All concerns will be taken seriously.

13. Monitoring & Review

This policy will be reviewed:

Annually

Following any safeguarding incident

Following changes in legislation or LTA requirements

Policy Approved By (Chair):

Date:

Next Review Date: