



Cambridge University Real Tennis Club

Safeguarding Best Practice

Professionals, markers and volunteers

Overview

This policy document outlines the safeguarding best practice relevant to professionals, markers and volunteers.

Child and Vulnerable Adult Welfare

Wherever a 'child' or 'children' are mentioned below, vulnerable adults are included if appropriate.

The welfare and safety of child members is the paramount consideration of all coaches within sessions and club activities. The legal relationship of adult professionals, markers and volunteers with a child/vulnerable adult member is 'in loco-parentis' – the adult therefore has a duty of care over members within club activities.

Achieving optimal safety involves adhering to standards of best practice.

Examples of Best Practice

- Always be publicly open when working with children. Ensure that a professional or volunteer and an individual child or vulnerable adult can always be seen.
- Always ensure there is at least one other responsible adult present at all times during training sessions.
- Care should be taken when providing manual support. Recognised techniques for demonstration should be used.
- Treat all participants with respect and dignity.
- Always place the safety and the welfare of the participants as the highest priority.
- Behave in an exemplary manner and provide a role model for excellent behaviour within the club and at events/matches.
- Keep up to date with your knowledge and technical skills.
- Do not exceed the level of your qualifications.
- Respect the needs and wishes of all participants.
- Recognise the stage of psychological and physical development of the individual and avoid excessive training or competition.
- Motivate the participants through positive feedback and constructive criticism (without shouting).
- Create a safe and enjoyable situation.
- Maintain a written report of any accident, incident or near miss regardless of the injury together with any subsequent treatment or action.
- Ensure all members are aware of anti-doping protocols.
- Do not take a child in a car alone except in unforeseen emergency circumstances (eg hospital).
- Make children aware of the Club Welfare Officer and where they can go to find contact information.

You Should Never

- Take children to your home or other secluded place where they will be alone with you.
- Engage in rough physical or sexually provocative games.
- Share a bedroom with a child.
- Allow or engage in any form of inappropriate behaviour.
- Engage in any form of sexual related relationship with a child.
- Make sexually suggestive remarks to a child or vulnerable adult – even in fun.
- Reduce a child to tears as a form of control.
- Allow children to use inappropriate language unchallenged.
- Encourage other children to bully other children verbally, racially or physically.
- Allow allegations made by a child go unchallenged, unrecorded or not acted upon.
- Do things of a personal nature that they can do for themselves, unless you have been instructed to do so by the parents.
- Depart from the premises until you have supervised the safe dispersal of all the children.
- Abuse your privileged position of power or trust with children or adults.
- Resort to bullying tactics, or verbal abuse (ie shouting, screaming, physically poke or make fun of).
- Cause a participant to lose self-esteem by embarrassing, humiliating or undermining the individual.
- Spend excessive amounts of time alone with children away from others.
- Allow children to form an inappropriate relationship with a professional or volunteer.
- Text, or use any social networking sites to engage in conversation with children. Always communicate with parents (see club policy for Communicating with Under-18s and Vulnerable Adults).
- Coaches must not provide intimate care eg toileting, assisting with changing.

More Information

Can be found in the Safeguarding and Protecting Young People and Vulnerable Adults Handbook or from your welfare officer, whose name and contact details are given on the Welfare Officer poster on the noticeboard, and on the website www.curtc.net/wp/membership/#welfareofficer