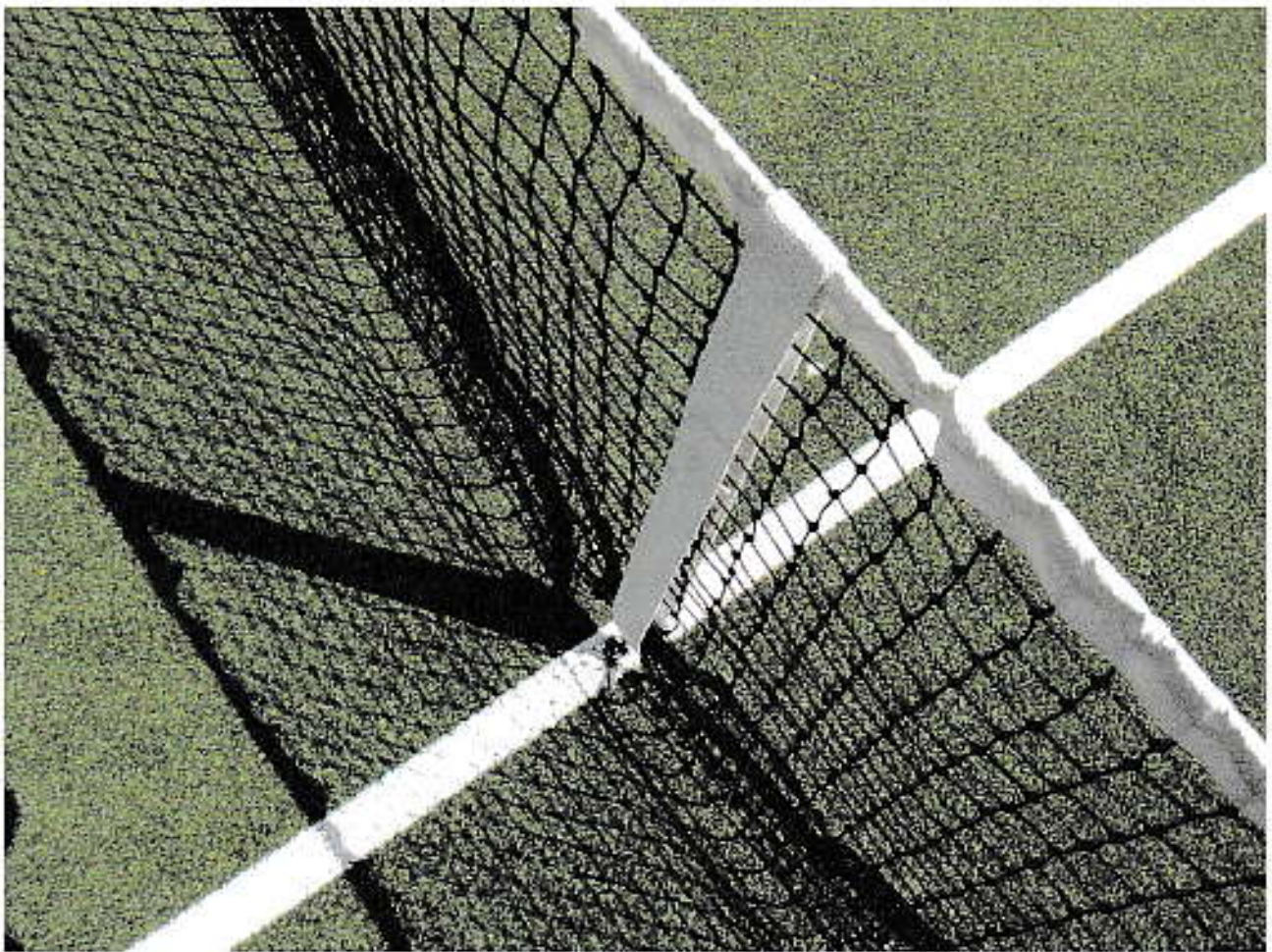




**SALISBURY LAWN TENNIS CLUB**  
**KEY POLICY DOCUMENTS**

**Part 3 of 4**





**SALISBURY LAWN TENNIS CLUB**  
**KEY POLICY DOCUMENTS**  
**ORDER OF PLAY (2023)**

- Constitution
- Club and Court Rules
- The Committee
- Welfare Officer Details
- Safeguarding Policy
- Safeguarding Whistleblowing Policy
- Anti-bullying Policy
- Diversity and Inclusion Policy
- Safe & Inclusive Tennis – Reporting a Concern Form
- **Code of Conduct for Coaches**
- **Code of Conduct for Players**
- **Code of Conduct for Parents and Carers**
- **Code of Conduct for Staff and Volunteers**
- **Volunteer Recruitment and Retention Policy**
- **Statement for Internet and Social Media Use**
- **Online Safety & Communications Policy**
- **Policy for Recording and Publishing Images**
- **Changing Rooms Policy**
- **Travel Policy for Away Matches**
- **Policy for Sun Safety**
- GDPR External Privacy Policy For Members
- GDPR Internal Privacy Policy For Employees, Venue Officers, Contractors and Volunteers
- Wimbledon Draw Policy
- Club Insurance Certificates
- Covid Risk Assessments (2020 & 2021)





## SALISBURY LAWN TENNIS CLUB

### CODE OF CONDUCT FOR COACHES & ASSISTANT COACHES

All Coaches, Assistant/Trainee Coaches, and Volunteers agree to the following guidelines and will:

- Maintain an enhanced with barred lists check (DBS)/DBS Check, undergo appropriate First Aid and Safeguarding Training under the LTA's professional membership scheme/as required and maintain LTA accreditation + (Level 1 and 2 = LTA Accreditation) as appropriate
- Read and uphold SLTC / LTA Safeguarding policies
- Uphold the LTA's Code of Ethics and Conduct for Accredited Tennis Coaches and Assistants <https://www.lta.org.uk/globalassets/coach/documents/accreditation/lta-coach-code-of-conduct.pdf>
- Report any safeguarding concerns immediately following the Safeguarding Reporting Procedure. In an emergency contact the police by calling 999
- Report any incident of a player/parent displaying poor and/or unsporting behaviour, breaking the LTA Fair Play principles or SLTC Code of Conduct for Players to the Welfare Officer.
- 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
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough/dangerous behaviour, bullying or use of bad/inappropriate language
- 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
- 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 coaching sessions
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- Avoid being alone with a child or adult at risk unless there are exceptional circumstances
- Refrain from transporting children or adults at risk.
- Not abuse/neglect/harm/discriminate against anyone, act in a way that may be interpreted as such
- Not have a relationship with anyone under 18 whom you are coaching/responsible for

- Be acutely aware of the power that coaches and coaching assistants develop over players in the coaching relationship and avoid any intimacy (sexual or otherwise) with players
- Demonstrate high levels of professionalism and use best endeavours to be a positive role model and professional ambassador for the sport and SLTC
- Remain impartial at all times
- Not use/disclose confidential information.

***Please note:***

This Code of Conduct is reviewed every two years (or earlier if there is a change in national legislation) and recommended for approval by:

Salisbury LTC Committee  
SLTC Welfare Officer, Trish Jones

18<sup>th</sup> October, 2022

17<sup>th</sup> October, 2022



## SALISBURY LAWN TENNIS CLUB CODE OF CONDUCT FOR PLAYERS

Players at Salisbury LTC are expected to commit to fair play and professional conduct:

**TEAM:** We are all part of the club. Everyone has a role to play and is an equal. You are expected to be friendly and welcoming to other children and adults.

**RESPECT:** You are expected to respect your peers, opponents, parents, coaches and officials. Respect the rights, dignity and worth of all participants, regardless of age, gender, ability, race, culture, religion or sexual identity. Respect the rules of the game and observe fair play both on and off court.

**CONDUCT:** You must not use bad or inappropriate or racist language, including on social media. You must not bully, intimidate or harass anyone, including on social media. You must not smoke, drink alcohol or take drugs of any kind whilst at or representing the club. You may not deliberately hit balls at other players with an intention to cause harm or injury.

**COMPETE:** Compete for every match, game, point and ball. Never give up and keep your head. Focus on the things that are in your control: your work rate, your attitude and your match goals. Lose a point and it's just a point, lose your head and you risk losing the match.

**EQUIPMENT:** You must respect your equipment - your racket must not leave your hand or be hit. It is your responsibility to have your kit organised, healthy snacks, water bottles filled, sun cream applied etc.

**CONCERNS:** If you have any worries about yourself or others talk to the club Welfare Officer, Trish Jones. In an emergency call 999.

This Code of Conduct is reviewed every two years (or earlier if there is a change in national legislation) and recommended for approval by:

Salisbury Lawn Tennis Club	Committee	18 <sup>th</sup> October 2022
STC Welfare Officer	Trish Jones	17 <sup>th</sup> October 2022





## **SALISBURY LAWN TENNIS CLUB** **CODE OF CONDUCT FOR PARENTS AND CARERS**

All parents play an instrumental role in sport and children depend heavily on their involvement, support and encouragement. Collectively we have a responsibility to create safe, inclusive, fun, enjoyable, rewarding tennis environments and experiences, so we ask that you:

- Teach children that honest and determined effort is the primary measure of success; make every effort to focus on long-term development and enjoyment ahead of results.
- Positively reinforce your child and show an interest in their tennis, but never punish or belittle them for losing or making errors.
- Use correct and appropriate language at all times and set a good example by your own conduct and behaviour.
- Recognise fair play and applaud good performances.
- Encourage children to respect the rules of the game and observe fair play both on and off court.
- Discourage unfair play and arguing with officials.
- Treat all children, adults, volunteers, coaches, officials and members of staff with respect and encourage your child to do the same.
- Promote safe and inclusive tennis that is free of discrimination.
- Accept decisions and judgments of officials and players as being fair and called to the best of their ability; do not go on court or interfere with matches.
- Do not raise issues of disagreement publicly.
- Do not communicate with your child or court officials during a match.
- Support the removal of verbal and physical abuse from sporting activities.
- Demand that sports environments are free of drugs, tobacco, and alcohol.
- Help children develop tennis independence/self-responsibility by encouraging them to prepare/carry their tennis bag, warm up/cool down and demonstrate good practice/competition habits.

- Encourage your child to respect their training/competing environments and equipment (tennis rackets must not leave their hand or be hit)
- Complete the "Consent and Emergency Contact Forms" if your child is attending any County event or activity and provide any other relevant information as required
- Ensure that your child understands the Code of Conduct for Players
- You raise any concerns with the club Welfare Officer. In an emergency call 999

This Code of Conduct is reviewed every two years (or earlier if there is a change in national legislation) and recommended for approval by:

Salisbury Lawn Tennis Club	Committee	18 <sup>th</sup> October 2022
SLTC Welfare Officer	Trish Jones	17 <sup>th</sup> October 2022



## **SALISBURY LAWN TENNIS CLUB**

### **CODE OF CONDUCT FOR STAFF AND VOLUNTEERS**

All members of staff 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.
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough/dangerous behaviour, bullying or use of bad/inappropriate language
- Report all allegations of abuse or poor practice to the Club Welfare Officer, Trish Jones.
- 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
- 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
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- 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.

This Code of Conduct is reviewed every two years (or earlier if there is a change in national legislation) and recommended for approval by:

Salisbury Lawn Tennis Club	Committee	18 <sup>th</sup> October 2022
SLTC Welfare Officer	Trish Jones	17 <sup>th</sup> October 2022



## **SALISBURY LAWN TENNIS CLUB**

### **VOLUNTEER RECRUITMENT AND RETENTION POLICY**

#### **Recruitment**

Salisbury Lawn Tennis Club uses appropriate means to advertise for volunteers, taking into account the principles of its equal opportunities and diversity policy.

The following areas are taken into consideration when recruiting a volunteer:

- Does the volunteer hold relevant and current qualifications for the role?
- Do they have the skills necessary to undertake the role?
- Do they have experience of working with the age group/level of player?
- Where was the previous experience gained?
- Does the volunteer agree to take any required training courses?
- Do they hold adequate insurance cover (if necessary?)
- Has the Committee sanctioned this volunteer role?

A Criminal Records Check with the Disclosure Barring Service (DBS) will be made if roles involve working with children in any capacity and references taken up.

#### **Induction**

An induction will be prepared and delivered by a member of the committee nominated to co-ordinate volunteers. This will include:

- A job description of the role, complete with responsibilities.
- A list of all other management committee members, with role and responsibilities
- A copy of the following policies:
  - Child Protection
  - Code of Practice for working with children
  - Equality and Diversity
  - Health and Safety
  - Complaints and feedback

The volunteer will receive support and guidance if required by the chairman or nominated committee member.

#### **Insurance**

Salisbury Tennis Club has a valid insurance policy which you are advised to read.

### **Resolving Problems:**

The relationship between Salisbury Tennis Club and its volunteers is entirely voluntary and does not imply any contract. However, it is important that Salisbury Tennis Club is able to maintain its agreed standards of service to members, and it is equally important that volunteers should enjoy making their contribution.

If your work as a volunteer does not meet with the organisations standards, these steps will be taken:

- An initial meeting with the nominated committee member will explain the concerns. If this does not resolve the concern, then a meeting with the Chairperson of the committee will be convened, If your work still does not meet with the standards, then the committee shall have to stop using your services.

If you are dissatisfied with any aspect of your work you should:

- Give an initial explanation of your dissatisfaction to the member of the committee that is responsible for recruiting volunteers .If that does not resolve the concern, then a formal meeting should be convened with The Chairperson. If, after this, we are still unable to resolve your grievance, then it would be inappropriate for you to continue as a volunteer.

### **Valuing volunteers**

Salisbury Tennis Club shows its appreciation of the work done by volunteers by thanking them.

Reviewed by STC Committee : 26 June 2018





## SALISBURY LAWN TENNIS CLUB

### STATEMENT FOR INTERNET AND SOCIAL MEDIA USE

SALISBURY LAWN TENNIS CLUB understand the importance of online communication for children's development. However, we recognise that relevant safeguards need to be put in place to ensure children remain safe while online or using social media.

We ask that all parents/carers spend a few minutes to read through and discuss this statement with their child.

- I will be responsible for my behaviour when using the internet and social media at the club and whilst involved in activities organised by the club.
- I will not deliberately create, browse or access material that could be considered offensive, inappropriate or illegal. If I accidentally come across any such material, I will report this to a member of staff (such as a member of the Club Committee, Coach or Team Captain).
- I will not use social media or the internet to send anyone data, images or other material which could be considered inappropriate, threatening, offensive, upsetting, bullying or illegal.
- I will ensure any messages I send to coaches, volunteers or other members of staff are about my tennis activity and nothing else.
- I understand that all my use of internet and social media is potentially visible to everyone and that any issues involving my behaviour online may be addressed by my coach or other staff or committee members at the club.
- I will not give out any of my personal information (such as name, age, address or telephone number online), or that of anyone else.
- I will not share my passwords with anyone else.
- I will not arrange to meet someone that I have met online unless accompanied by an authorised member of staff or parent/carer.
- I understand that these rules are designed to keep me safe, and if they are not followed, my parent/carer may be contacted.

- I will avoid using my mobile, tablet or any device during activities.
- I am aware that if I am experiencing bullying behaviour or abuse online, I can contact Trish Jones, Welfare Officer for the club.
- I know I can contact Childline on 0800 11 11 if I have any worries about something I've seen or experienced.

Reviewed by STC Welfare Officer : 17 October 2022

Reviewed by STC Committee : 18 October 2022



## **SALISBURY LAWN TENNIS CLUB**

### **ONLINE SAFETY AND COMMUNICATION POLICY**

Salisbury Lawn Tennis Club strives to ensure that all children (anyone under 18) and adults at risk are safeguarded from abuse and have an enjoyable tennis experience.

This document sets out how the club uses the internet and social media, and the procedures for doing so. It also outlines how we expect staff, coaches, volunteers, players and parents/carers, to behave online and communicate with players.

The principles in this policy apply no matter which current or future technology is used and the purpose of is to:

- Protect children involved in our organization, who make use of technology (such as mobile phones, tablets, games consoles and the internet).
- Provide staff, coaches and volunteers with policy and procedure information regarding online safety and inform them how to respond to incidents
- Ensure our organisation operates within the law regarding how we behave online

#### **We recognise that**

- the online world provides everyone with many opportunities, however it can also present risks and challenges
- we have a duty to ensure that all children and adults involved in our organisation are protected from potential harm online
- we have a responsibility to help keep children safe online, whether or not they are using SLTC's network and devices
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- working in partnership with children, their parents, carers and other organisations is essential in helping them to be responsible in their approach to online safety

#### **We will seek to keep children safe by**

- understanding the safety aspects, including what is acceptable and unacceptable behaviour for staff, coaches, volunteers and children, when using website, social media, apps and other forms of digital communication
- being aware that it doesn't matter what device is being used for digital interaction, but that the same safety aspects apply whether it is a computer, mobile phone or game console
- when using social media platforms, ensure that we adhere to relevant legislation and good practice



- ensuring the person managing our club online presence is suitably trained and experienced

### **Managing our online presence**

Our online presence through our website or social media platforms will adhere to the following guidelines:

- all social media accounts will be password-protected, and at least two members of staff and/or volunteers will have access to each account and password
- social media accounts will be monitored by a designated person, who has been appointed by the committee
- the designated person managing our online presence will seek advice from our Welfare Officer / County Safeguarding Officer and the LTA to advise on safeguarding requirements as required
- the designated person will remove any inappropriate posts, explaining why, and informing anyone who may be affected (as well as the parents of any children involved)
- account, page and event settings will be set to 'private' so that only those invited can see their content
- identifying details such as a child's home address, school details, telephone number or email will not be posted on social media platforms
- any posts or correspondence will be of a professional purpose
- parents will need to give consent for photographs or videos of their child to be posted on social media
- all of our accounts and email addresses will be appropriate, fit for purpose and only used for club specific activities

### **What we expect of staff, coaches and volunteers**

- they should be aware of this policy and behave in accordance with it
- they should seek the advice from our Welfare Officer / County Safeguarding Officer and the LTA if they have any concerns about the use of the internet or social media
- they must not 'friend'/'follow' children from personal accounts on social media
- they must make sure any content posted is accurate and appropriate
- they must not communicate with children via personal accounts or private messages
- they must communicate with parents through email or in writing, or use an organisational account, profile or website rather than via personal social media accounts
- they must copy in parents or at least one other member of staff, coach or volunteer for any communications sent to children
- they must avoid communication with children beyond dedicated event or activity timings, unless it is necessary for professional purposes (i.e. emergencies) and contacting the parents is not possible
- they must sign off any communication in a professional manner, avoiding the use of emojis or symbols such as kisses ("X's")
- they must respond to any disclosure of abuse in line with safeguarding policy
- they must not engage in sexting, or send pictures or messages that are abusive, obscene, inappropriate, indecent or menacing to anyone

### **What we expect of children**

- they should be aware of this policy and follow the guidelines set out in our acceptable use statement on all devices

### **What we expect of parents/carers**

- they should be aware of this policy and behave in accordance with it
- they should seek the advice from our Welfare Officer and the LTA if they have any concerns about the use of the internet or social media
- they should communicate with staff, coaches and volunteers in a professional and appropriate manner
- they must not engage in sexting, or send pictures or messages that are abusive, obscene, inappropriate, indecent or menacing to anyone

### **Using mobile phones or other devices to communicate**

- staff, coaches and volunteers will communicate through parents directly or copy them into all messages to children
- where it is necessary to contact children directly, and it is not possible to copy the parents into the message, we will seek parental consent to do this
- messages will be used for professional communication, such as reminders about lesson times.
- if a child tries to engage a member of staff, coach or volunteer in a conversation which is not of a professional manner (for example, their personal life), the member of staff, coach or volunteer will:
  - end the conversation or not reply
  - inform the Welfare Officer as soon as possible and arrange to address the matter with the child and their parents appropriately
  - if the conversation raises safeguarding concerns, notify the Welfare Officer as soon as possible

### **Using mobile phones/devices during activities**

So that all children can enjoy and actively take part in tennis activities, we discourage the use of mobile phones/devices.

No recording or filming of any kind may be made within the clubhouse.

### **Related policies and procedures**

- Safeguarding Policy (Including Whistleblowing)
- Diversity and Inclusion Policy
- Transgender Policy
- Anti-Bullying Policy
- Safe Recruitment Policy
- Photography and Filming Best Practice Guidance
- Supervision Policy for Herts County Team Events
- Supervision Policy for Herts County Training
- Code of Conduct for Staff and Volunteers
- Code of Conduct for Coaches and Team Captains
- Code of Conduct for Parents and Carers

- Code of Conduct for Players
- Use of Changing Rooms and Showering Facilities Policy
- Compliments, Complaints and Disciplinary Policy

#### **Useful References**

Share Aware and Net Aware Campaigns: [www.nspcc.org.uk/online](http://www.nspcc.org.uk/online)

Online reporting to Child Exploitation and Online Protection Command: [www.ceop.police.uk](http://www.ceop.police.uk)

Anonymous and confidential reporting of child sexual abuse images: <https://report.iwf.org.uk>

Reviewed by STC Welfare Officer : 17 October 2022

Reviewed by STC Committee : 18 October 2022





## **SALISBURY LAWN TENNIS CLUB** **RECORDING AND PUBLISHING IMAGES POLICY**

### **Parents, Carers and Spectators,**

The LTA encourages parent, carers and spectators to use photographic equipment to capture their child or friend playing tennis to support and encourage their experience.

Parents, carers and other spectators are required to register at an event if they wish to use any photographic equipment. The event organiser will ask anyone not registered to stop using photographic equipment and delete any images that may have been taken.

If any parent, carer or spectator has concerns about inappropriate photography, this should be reported immediately to the event organiser, official or welfare officer, who will follow child protection procedures.

### **Professionals, Competition Organisers and Officials**

The LTA requests that you ensure that all parents, carers and spectators who want to use photographic equipment at an event are registered with you. If you wish to take photographs at an event or publish images following an event you must ensure you have consent from parents, carers or the individual (if over 18) prior to the event and that you are registered with the event organiser. If you see any individual taking photographs which you deem to be intrusive or inappropriate you must address this in line with the child protection procedures.

### **Children and Young People**

It is okay for a photographer to take photos when you are on court, as long as your parent or carer has told the photographer it is alright. If you see someone taking photos or filming that makes you feel worried, tell your parent or carer, or the event organiser or welfare officer straight away.

### **Consent**

If you wish to take photographs or recordings, prior to any event, you should ensure you have obtained consent from:

- The event organiser; and
- Parents, carers of all children involved.

In order to obtain consent you must explain why you are taking the images and what they will be used for. This ensures that parents or carers are giving informed consent. To achieve this it is strongly recommended they also sign the **Media Consent Form**.

### **Photographing and Recording**

All children featured in photographs or recordings must be:

- Appropriately dressed with clothing covering their torso from their neck to thighs, e.g. a t-shirt and shorts or skirt;
- Featured with people engaging in tennis;
- Recorded in groups with other children or adults where possible; and
- Representative of the diversity across tennis, with regard to age, gender, ethnicity and

disability.

Any inappropriate use of images should be reported to the LTA Safeguarding Team and the Police.

### **Photographing and Recording in Public Spaces**

There is no law specifically prohibiting the photography of individuals (including children) in public places. Subject to the below, individuals are permitted to:

- take photos of children without the consent of the parents/legal guardians, using a normal lens; and
- keep photos taken, however, if the person wishes to publish a recognisable image of the child, they are required to gain consent from the parents/legal guardian.

This is permitted, provided the behaviour does not amount to harassment or a breach of privacy. Whether the behaviour amounts to harassment or a breach of privacy will depend on the facts in each case.

In practice, you might not want to get into whether there has been a breach of privacy or if the conduct amounted to harassment. If an individual is taking photographs in a public space and this is making the children, coach or parents uncomfortable, it is best to approach the photographer and politely request they stop taking photographs and remind them they are required to gain consent from parents if they wish to publish any photos.

### **Publishing Images**

Remember to give adequate thought to the selection of images in publicity material both printed and web-based. Where possible, use a technique such as "watermarking" on the images.

All children featured can only be:

- Identified using their first name, although it is preferable that their name is not given;
- Printed or uploaded with written consent from parents/carers; and
- Shown engaging in tennis activities.

For your safety it is recommended that you avoid the following:

- Images of children and young people on their own;
- Images of children and young people outside a tennis environment;
- Streaming any content directly to a website; and
- Using any images for which you have not obtained consent (please use the **Media Consent Form**).

Please be aware, coaches, teachers and others may use video equipment as a legitimate coaching method. Tennis players and their parents or carers should be made aware this forms part of the tennis programme and that any recording will be destroyed after use.

Reviewed by STC Committee : 26 June 2018





## **SALISBURY LAWN TENNIS CLUB**

### **POLICY ON THE USE OF CHANGING ROOMS**

Salisbury LTC strives to ensure that all children are safeguarded from abuse and have an enjoyable tennis experience. This document sets out our policy for the acceptable use of our changing rooms.

1. If adults and children need to share our changing rooms, they will do so at different times. Young children should be accompanied by a parent or carer who is responsible for the child(ren) at all times.
2. Where it is unavoidable that changing rooms are used by both adults and children at the same time, there will be access to separate changing / showering and toilet areas.
3. Under no circumstances will adult staff, coaches or volunteers change or shower at the same time as children using the changing rooms.
4. Mixed gender groups of children will have access to separate changing rooms.
5. If we are made aware that a child or adult self-identifies as a gender that differs from the gender they were assigned at birth, we will work with them and their parents/carers (where it relates to a child) to make reasonable adjustments to changing arrangements to suit their needs.
6. Mobile phones and other electronic devices must not be used in changing rooms, under any circumstances.
7. For younger groups of children, a DBS checked member of staff or leader will wait outside the changing rooms to allow children to call for assistance if required.

Reviewed by STC Welfare Officer : 17 October 2022

Reviewed by STC Committee : 18 October 2022





## SALISBURY LAWN TENNIS CLUB

### TRAVEL POLICY FOR AWAY MATCHES

The Club takes no responsibility for travelling arrangements to matches and competitions. Travelling and private lift share arrangements remain strictly the responsibility of parents/carers and must adhere to the following guidelines.

Communicate with parents, guardians and carers:

- The method of transport, pick-up point and estimated time of return
- The destination and venue; details of the competition
- Emergency contact details
- Clarify any special requirements for people with disabilities, if appropriate.

It is the responsibility of the car driver to ensure that the travel arrangements and the vehicle being used are suitable for the journey. Vehicles transporting players should be roadworthy and insured. Drivers must be appropriately licensed.

The driver is responsible for making sure seat belts are fitted and used. Vehicles without seat belts are not acceptable for transporting players.

In line with the LTA's code of conduct for people working with children, drivers should not be put in a position where they are alone with a child, other than their own. If this is absolutely necessary, then parental permission should be obtained and the player asked to sit in the rear of the vehicle.

The organiser and Team Manager should be aware of any medical conditions the players may have, including allergies.

#### SAFEGUARDING:

Should you have any concerns, please contact Patricia Jones, your Club Welfare Officer, 07904 330077

Reviewed by STC Welfare Officer : 17 October 2022

Reviewed by STC Committee : 18 October 2022



## **SALISBURY LAWN TENNIS CLUB** **SUN SAFETY POLICY**

The aim of this sun safety policy is to protect children and adults from damage caused by the effects of ultraviolet radiation from the sun. The main elements of this policy are:

1. Protection: providing an environment that enables children and adults to be safe on court
2. Education: learning about sun safety to increase knowledge and influence behaviour.
3. Partnership: working with parents/carers, to reinforce awareness about sun safety

As part of the Sun Safety Policy we will:

- Encourage all players to wear a hat in sunny weather
- Encourage the use of sun creams and have sun cream available for use by members
- Encourage players to have water available during play

Reviewed by STC Committee : 26 June 2018