



## **CODE OF CONDUCT FOR PLTC MEMBERS AND USERS**

PLTC is fully committed to safeguarding and promoting the well-being of all its members and users. PLTC believes that it is important that members, coaches, administrators, employees and parents/guardians associated with the club should, at all times, show respect and understanding for the safety and welfare of others.

PLTC Members and Users are required to abide by the provisions of this Code of Conduct and any subsequent updates as may be in force from time to time. Members are also encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the President or Honorary Secretary of the Committee.

All PLTC members and officials must show tolerance, courtesy, good manners, fairness, honesty and integrity in their dealings with PLTC members, officials, members' guests, playing and social visitors, and employees.

### **EQUALITY**

PLTC is opposed to discrimination in any form. All PLTC members have a responsibility to make everyone feel welcome and to ensure that membership of the club is a positive experience.

### **SAFETY AND RESPONSIBILITY**

All PLTC members will act responsibly and look to protect and ensure the safety of everyone at the Club at all times and particularly to consider the wellbeing and care of Junior players and visitors.

## **FAIR PLAY**

All PLTC members will respect the rules of the sport of tennis and address disputes with dignity and appropriate language.

## **CLUB REPUTATION**

All PLTC members should endeavour to protect and further the Club's good reputation at all times. When representing PLTC, all players and officials will observe the principles in this Code of Conduct.

## **RESOLVING DIFFERENCES**

All club members will endeavour to resolve differences between themselves first. If this is unsuccessful, they should follow the procedure as set out in the PLTC Constitution (available on the website, the clubhouse noticeboard and on request from the Club Manager).

## **All PLTC members and users must:**

- Respect the rights, dignity and worth of every person
- Not use bullying or abusive language
- Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed
- Display high standards of behaviour
- Promote the positive aspects of tennis eg fair play, healthy lifestyle and nutrition, cooperation and team spirit, and sportsmanship
- Encourage all participants to learn the laws and rules and play within them, respecting the decisions of match officials
- Actively discourage unfair play
- Recognise good performance not just match results
- Respect children's opinions when making decisions about their participation in tennis
- Report any concerns in relation to a child or vulnerable adult to the PLTC Welfare Officer.

## **PLTC SAFE AND INCLUSIVE TENNIS STANDARDS**

These Standards aim to set a minimum level of practice to promote and support safeguarding and equality in tennis.

### **STANDARD 1:**

**We have Safeguarding and Equality Policies and a Code of Conduct that applies to all staff, volunteers, coaches, club members and events.**

- Everyone at PLTC who works with children and/or vulnerable adults (including coaches, bar staff and volunteers) has read, understood and follows the Safeguarding and Equality Policies, Standards, Code of Conduct and Reporting Procedure. All adult members and parents are made aware of these policies and where to find them.
- Our Safeguarding and Equality Policies and procedures are monitored and updated to keep them relevant to everyone in our club and the programmes and events we run.

### **STANDARD 2:**

**We empower children and adults to create safe and inclusive tennis environments, both on and off court.**

- We support everyone to uphold the Fair Play values: Enjoy and Respect.
- Information, resources and guidance on how to stay safe, promote equality, diversity and inclusion and report concerns is easy to access, understand and implement. There is a club Welfare Officer (currently the Club Manager, David Halls) responsible for safeguarding and equality at our club whose name and contact details are clearly displayed at the club on the noticeboard in the clubhouse and on the website.
- Children and adults are actively encouraged to report any concerns they have about themselves or others; those who report concerns are protected and supported.

### **STANDARD 3:**

#### **We prioritise safe and inclusive recruitment, induction, training and support.**

- All applicable applications, interviews and references address safeguarding and equality requirements and attitudes.
- All eligible staff and volunteers have a current DBS (Criminal Records) check.
- All our coaches are LTA-accredited.
- Our Welfare Officer (currently the Club Manager, David Halls) has the relevant skills and training to undertake the role.
- All our staff, volunteers, coaches and members know how to access relevant information, guidance and resources, including the Safe and Inclusive toolkit on the LTA website

### **STANDARD 4:**

#### **We protect people's confidential information about safeguarding and equality.**

- Confidential information relating to safeguarding and equality is:
  - Stored securely
  - Accessed and processed securely
  - Shared securely and appropriately.

### **STANDARD 5:**

#### **We address safeguarding and discrimination concerns immediately, prioritising the wellbeing of children and adults at risk**

- All concerns, including on-line concerns (cyber-bullying, sexting, grooming and all other forms of on-line abuse) are recognised, reported and responded to.
- All safeguarding and discrimination concerns/allegations made regarding a club member of staff, volunteer, coach or visitor are reported to our club Welfare Officer and may be reported to external authorities eg the LTA Safeguarding Team, LADO (cf PLTC Safeguarding and Whistleblowing Policy and Procedures).