Safeguarding at events, activities and competitions

# Introduction

Children (U18) and Adults at Risk have a right to enjoy tennis and events, our activities and competitions are planned and provided with an emphasis on the importance of child safety and well-being. Our organisers have a responsibility to take all reasonable steps to ensure that the tennis environment is as safe as possible.

At Longton Memorial Tennis Club we run several small to medium events consisting of:

* hosting away teams for organised league matches
* seasonal social competitions
* open days

## **Key roles at events**

### **Event Organiser**

This is the person assigned responsibility for organising and overall running of the event.

**Longton Memorial Tennis Club League Adult Matches**

there is either a team captain (or designated deputy) who is responsible for the running of the match on the day.

Their duties include:

* being responsible for safeguarding, health and safety matters and the duty of care towards participants.
* planning to ensure that they are aware of the medical/first aid box availability and access to toilet facilities.
* ensuring they have all the required emergency numbers in case and incident occurs including local medical, police and children’s social care services.
* If it is an away match ensuring that juniors are transported to the venue by their parents and if this is not possible that the rules within our safeguarding policy are adhered to. including:
* making sure the driver has permission from the parent to transport the child and has a current emergency contact form from the parent of the child.
* making sure the child is not alone with the driver and that the child travels in the back of the vehicle.

**Junior League Matches**

The designated responsible person for Junior matches holds a valid DBS certificate, they have the same responsibilities as the adult match responsible person above with the addition of:

* ensuring the match is conducted fairly and that the rules are followed.
* ensuring the visiting team have a responsible person present who must be present for the entire match and take responsibility for the visiting team as per the rules of the league.
* all children are encouraged and respected by both the other players and the parents.
* making sure that a responsible person accompanies the child to the bathroom facilities.
* making decisions about the safety of children to play on courts during inclement weather.
* ensuring children have water/refreshments available and that they are wearing appropriate attire for the conditions.

**Seasonal Social Competitions and Open Days:**

The event organiser for these events is a committee member who has knowledge of the clubs’ safeguarding policies and responsibilities with regards to children and vulnerable adults

Their responsibilities include:

* being responsible for safeguarding participants and other young people at the event (note that we do not allow unsupervised children at our events and parents must be present)
* developing, promoting, and implementing the event safeguarding plan
* undertaking a risk assessment
* receiving, responding to, and managing any safeguarding issues that arise at or following the event.
* reporting any concerns to the relevant authorities and LTA Safeguarding team
* ensuring that volunteers understand their safeguarding responsibilities and know how to respond if concerns or allegations arise at the event.
* ensuring that the policy on photography of juniors is followed and the wishes of anyone who does not want to be photographed are respected. The photographs must be sent to the secure club folder and deleted from personal devices after the event.
* having contact numbers for local statutory services (including medical, social care and police numbers, LTA Safeguarding Team, and for the local authority designated officer (LADO) in England
* ensure that they are aware of the medical/first aid box availability and access to toilet facilities.
* making decisions regarding the safety to play during inclement weather.

In case of emergency call 999

Safeguarding Officer South Ribble County Council

If there are immediate safeguarding concerns to the child call 0300 123 6720 (8am to 8pm) or out of hours 0300 123 6722.

Regional Safeguarding Officer-North Hannah Knox

[hannah.knox@lta.org.uk](mailto:hannah.knox@lta.org.uk)

Longton Health Centre 01772 503180