

## Code of Practice for Working with Young People

Children and young people are able to play tennis because of the thousands of adults, both paid and unpaid, who provide opportunities for them to do so. All of these adults have special responsibilities to the children they work with. This code of conduct provides clear guidance on the types of practice that will meet these responsibilities.

Good conduct not only prevents incidents and allegations, but also helps to highlight any conduct (by other people) that is unsafe or unprofessional. Those working with children in tennis should:

Be professional and maintain the highest standards of personal behaviour at all times

Maintain a professional relationship with children

Any form of sexual relationship or activity with a child is unacceptable and could lead to disciplinary/legal action

Recognise the trust placed in adults by children and the power held over children by adults - treat this trust and this power with the highest responsibility

Try to work in an open and accountable manner at all times; be wary of working alone and unobserved

Expect others to work in an open and accountable manner

Be willing to accept questions or criticism regarding good practice

Question and criticise the practice of others if necessary

Not be under the influence of drink, drugs or any illegal substance

Use appropriate and respectful forms of discipline and communication - physical aggression, intimidation, verbal abuse and persistent shouting are not acceptable and any form of assault (e.g. hitting, kicking, pinching, slapping) should be regarded as a serious incident

Use appropriate language - don't swear, and never make sexual or suggestive comments to a child

Not appear to favour one child or show interest in one child more than another

Not discriminate against a child because of their age, gender, disability, culture, language, racial origin, religious belief or sexual identity

Use physical contact with players only where necessary e.g. for the purposes of coaching or first aid, then explain to the child what the contact is for, and change your approach if he or she appears uncomfortable

Design and use training methods and training programmes that is appropriate to the individual child

Be aware of situations that could be misunderstood or manipulated by other adults

Be vigilant and aware of how actions can be misinterpreted by children:

- Actions made with good intentions can seem intrusive or intimidating to some children

- Sometimes children become attracted to the adults working with them. Adults should be aware of the impact of their actions

Take seriously any suspicion or allegation of abuse, or any disclosure of concern made by a child or adult:

- record information, including relevant details
- record opinions or feelings as such; do not record them as facts
- do not question or interview the person/people involved in the incident of concern

Report any concerns within the area of Child Protection (physical, emotional or sexual abuse, neglect or bullying), in confidence and without delay, to your Welfare or the LTA (see contact details below). If neither persons can be contacted but there appears to be an immediate risk, contact the police or your local social services.

Never discuss an allegation or suspicion with another person, (other than the police or social services) before receiving advice from your Welfare Officer, County or LTA Welfare Officer.

Remember that it is the responsibility of all adults to safeguard children in sport. By recognising, following and discussing the principles behind this code, you are helping to make bad practice and abuse unwelcome in tennis. For more information on issues like these, go to <https://www.lta.org.uk/coach-teach/safe--inclusive-tennis/> or contact the department directly using the details below:

LTA Safeguarding Team T: 0208 487 7000 E: [Safeandinclusive@LTA.org.uk](mailto:Safeandinclusive@LTA.org.uk)

Janet Thomas, Welfare Officer North Oxford Lawn Tennis Club T: 07561 815576  
Email: [noltc.welfare@gmail.com](mailto:noltc.welfare@gmail.com)

Oxford City Council Safeguarding Lead contact: Alison Beasley – Interim Designated Officer (LADO)  
Email: [LADO.SafeguardingChildren@Oxfordshire.gov.uk](mailto:LADO.SafeguardingChildren@Oxfordshire.gov.uk)  
Tel: Safeguarding Team: 01865 810603

NSPCC [help@nspcc.org.uk](mailto:help@nspcc.org.uk) 24 hour Helpline 0808 800 5000

Police 999