



Stratfield Mortimer Parish Council

Tennis Courts Policy

Introduction

- 1 This is the Tennis Courts Policy of Stratfield Mortimer Parish Council and adopts the definitions in the Council's Policy Guidance and Glossary.
- 2 This Policy relates to the use of the tennis courts operated by the Council on Mortimer Fairground ("the Courts").
- 3 Where relevant, this Policy has been agreed to, and will be followed, by Mortimer Tennis Club ("the Club").
- 4 This Policy applies to all activities taking place at the Courts (which are available for hire through an online booking system ['ClubSpark'] by the public and by the Club).
- 5 The Council is registered with the Lawn Tennis Association ("LTA"), which operates <https://www.lta.org.uk> (the "LTA Website").
- 6 The Club is not registered with the LTA but will comply with this Policy in relation to its use of the Courts.
- 7 The Council and the Club will follow relevant LTA policies and guidelines that apply to the use of the Courts, the most recent versions of which are to be found on the LTA Website.
- 8 Council Officers act as the Welfare Officer and Deputy Welfare Officer for the Courts, contactable via the.clerk@stratfield-mortimer.gov.uk or 07436 807543:
 - Welfare Officer: Danielle Davis;
 - Deputy Welfare Officer: Sallyann Taylor.
- 9 The Council reserves the right to ban any individual(s) breaching this Policy from using the Courts.

Safeguarding

Introduction

- 10 The Council is committed to ensuring the safety and welfare of all young people and vulnerable adults who use its facilities, including the Courts.
- 11 The Council strives to promote a safe environment for tennis through adherence to this Policy.
- 12 This Policy adopts the LTA safeguarding policies for (a) children, and (b) adults at risk.

Process

- 13 The Club will ensure that any coaches or instructors who deliver coaching or other supervised activities are registered with the LTA and have undergone appropriate DBS checks, in line with LTA safeguarding standards.

- 14 The Council and Club together will promote safeguarding principles and best practice for all users of the Courts.
- 15 The Council will respond to safeguarding concerns reported to it and will take appropriate steps to address them in line with this Policy.
- 16 If a safeguarding concern is reported to one of the Welfare Officers, the following process will be followed:
 - **Report Made** - the concern will be recorded;
 - **Initial Review** - the Welfare Officer will assess the concern to determine if further action is required;
 - **No Further Action** - if no action is required, the record will be noted accordingly and the informant (unless anonymous) informed;
 - **Refer to LADO** - if the concern involves a child and requires formal intervention, it will be referred to the West Berkshire Local Authority Designated Officer (LADO) (01635 503190; LADO@westberks.gov.uk).

Recording and Monitoring

- 17 All concerns, actions taken and outcomes will be logged and monitored appropriately.

Whistleblowing

Introduction

- 18 Safeguarding children and adults at risk requires everyone to be committed to the highest possible standards of openness, integrity and accountability.
- 19 The Council is committed to encouraging and maintaining a culture where people feel able to raise a genuine safeguarding concern and are confident that it will be taken seriously.
- 20 In the context of safeguarding, 'whistleblowing' is when someone raises a concern about the well-being of a child or an adult at risk.
- 21 In the context of this Policy, a whistleblower may be anyone (a tennis player, a volunteer, a coach, another member of staff, an official, a parent, or any other member of the public).

Emergency

- 22 If any individual at risk is in immediate danger or risk of harm, the police should be contacted by calling 999.

Non-Emergency

- 23 Where the individual at risk is not in immediate danger, the Council encourages all concerned to report any safeguarding concerns or improper conduct relating to children or vulnerable adults to a Welfare Officer.
- 24 All concerns will be treated seriously and addressed promptly, in line with this Policy. Whistleblowers will be protected from harassment or victimisation when raising concerns in good faith.

Equity, Diversity and Inclusion

25 The Council and the Club:

- 25.1 wish to encourage more people to play tennis more often, in a manner that it is safe, inclusive, and fair, and regardless of a person's age, disability, gender reassignment status, sex, marital or civil partnership status, pregnancy or maternity, race, sex, sexual orientation, religion, race or sexual orientation, socio-economic status or any other background;
 - 25.2 each subscribe to LTA policies relating to Equity, Diversity and Inclusion ("EDI") (see '*Diversity & inclusion in tennis*' on the LTA Website).
- 26 Any complaint relating to EDI is to be addressed to the Welfare Officers and will be handled in a similar matter to a concern relating to safeguarding.

Other Matters

- 27 Due to the remoteness of the Council Office from the Courts, the Council cannot be responsible for children or vulnerable adults who are left in the care of individuals other than their parents or legal guardians. Parents, guardians, and responsible adults must ensure appropriate supervision of children and vulnerable adults when using the Courts.
- 28 Anyone who does not feel comfortable raising a concern with a Welfare Officer should contact:
- the LTA Safeguarding Team (020 8487 7000);
 - the LADO (01635 503190); or
 - the NSPCC (0808 800 5000).