

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

#### Section 1 – Sutton Lawn Tennis Club information

Club details:

- a) **Name:** Sutton Lawn Tennis Club
- b) **Sport:** Tennis and Squash
- c) **Location:** 176 Howth Road, Sutton, Dublin 13
- d) **Size:** Approx. 2,000 members
- e) **Activities:** Sutton LTC provides tennis and squash activities and opportunities for children and young people through participation in parks, clubs, regional, provincial events and with our representative teams. Sutton LTC is committed to safeguarding children and young people. All our affiliated stakeholders work under the guidance and policies of our Safeguarding Code. All our volunteers and staff working with children throughout the organisation, seek to create a safe environment for children and young people to participate in Tennis and Squash.

#### Section 2 – Principles to safeguard children from harm

Sutton LTC is committed to safeguarding children and by working under the guidance of our NGB Safeguarding Policies our staff, both volunteers and employed, working with our young people, throughout the organisation, seek to create a safe environment for young people to grow and develop within sport. The following set of principles should be adhered to:

- a) **Importance of childhood** - The importance of childhood should be understood and valued by everyone involved in tennis.
- b) **Needs of the child** - All children's sport experiences should be guided by what is best for children. This means that adults should have a basic understanding of the emotional, physical and personal needs of young people.
- c) **Integrity in relationships** - Adults interacting with children in tennis are in a position of trust and influence. They should always ensure that children are treated with integrity and respect, and the self-esteem of young people is enhanced.
- d) **Fair Play** - All children's sport should be conducted in an atmosphere of fair play. The principles of fair play should always be emphasised, and organisers should give clear guidelines regarding acceptable standards of behaviour.
- e) **Quality atmosphere & ethos** - Children's sport should be conducted in a safe, positive and encouraging atmosphere.

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

- f) **Competition** - Competition is an essential element of tennis and should be encouraged in an age and level appropriate manner. A child centred ethos will help to ensure that competition and specialisation are kept in their appropriate place.
- g) **Equality** - All children should be valued and treated in an equitable and fair manner regardless of ability, age, gender, religion, social and ethnic background or political persuasion.

### Section 3 – Risk Assessment

This **Sutton LTC** written Risk Assessment document indicates the areas of potential risk of harm, the likelihood of the risk occurring, and gives the required policy, guidance or process documents require to alleviate these risks. The list of risks identified and procedures to manage these risks are contained in the following categories:

Risk Identified	Procedure in place to manage risk identified
<p><b>Club and Coaching Practices</b></p> <ul style="list-style-type: none"><li>• Lack of coaching qualification.</li><li>• Supervision issues.</li><li>• Unauthorised photography &amp; recording activities.</li><li>• Behavioural Issues.</li><li>• Lack of gender balance amongst coaches</li><li>• No guidance for travelling &amp; away trips</li></ul>	<ul style="list-style-type: none"><li>• Recruitment and Coach education policies (App. No's 6 &amp; 26)</li><li>• Supervision policy/Recruitment and Coach education policy (App. No.'s 6, 9, 12 &amp; 26)</li><li>• Filming and Photography Guidance policy (App. No 17)</li><li>• Codes of Ethics/Managing Challenging Behaviour/Safeguarding Level 1 (App. No's 2, 3, 4, 5 &amp; 20)</li><li>• Guidelines for Sports Leaders/General Guidelines for working with Children (App. No 9 &amp; 11)</li><li>• General Guidelines for working with Children/Away Trip Policy - Safeguarding Level 1 (App. No's 11 &amp; 24)</li></ul>

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

<ul style="list-style-type: none"><li>• Lack of adherence with misc procedures in Safeguarding policy</li></ul>	<ul style="list-style-type: none"><li>• Guidelines for Social Media/Filming and Photography Guidance/General guidance for working with Children (App. No's 18, 17, 11)</li></ul>
<p><b>Complaints &amp; Discipline</b></p> <ul style="list-style-type: none"><li>• Lack of awareness of a Complaints &amp; Disciplinary policy.</li><li>• Difficulty in raising an issue by child &amp; or parent</li><li>• Complaints not being dealt with seriously</li></ul>	<ul style="list-style-type: none"><li>• Complaints procedure/ Communications procedure (App. No. 7)</li><li>• Complaints procedure/Child Welfare and Protection Procedures/Club Children's Officers and DLP (App. No's 7, 13 &amp; 1)</li><li>• Complaints procedure/Child Welfare and Protection Policy (App. No's 7 &amp; 13)</li></ul>

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

<p><b>Reporting Procedures</b></p> <ul style="list-style-type: none"><li>• Lack of knowledge of organisational &amp; statutory reporting procedures</li><li>• No DLP appointed.</li><li>• Concerns of abuse or harm not reported.</li><li>• Not clear who YP should talk to or report to.</li></ul>	<ul style="list-style-type: none"><li>• Child Welfare and Protection Procedures/Code of Ethics for Coaches/Poor Practice (App. No's 13, 2 &amp; 19)</li><li>• Club Children's Officers and DLP (App. No. 1)</li><li>• Child Welfare and Protection Procedure/ Child Safeguarding Training Level 1 (App. No.13)</li><li>• Club Children's Officers &amp; DLP (App. No. 1)</li></ul>
<p><b>Use of Facilities</b></p> <ul style="list-style-type: none"><li>• Unauthorised access to designated children's play &amp; practice areas &amp; to changing rooms, showers, toilets etc.....</li><li>• Unauthorised exit from children's areas.</li><li>• Photography, filming or recording in prohibited areas.</li><li>• Missing or found child on site.</li><li>• Children sharing facilities with adults e.g. dressing room, showers etc</li></ul>	<ul style="list-style-type: none"><li>• General Guidelines for working with Children/Coach Education policy (App. No's 11 &amp; 26)</li><li>• General Guidelines for working with Children/Coach Education Policy (App. No's 11 &amp; 26)</li><li>• Filming and Photography guidance (App. No. 17)</li><li>• Missing Child Procedure (App. No 25)</li><li>• Signs up in changing rooms</li></ul>

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

<p><b>Recruitment</b></p> <ul style="list-style-type: none"><li>• Recruitment of inappropriate people.</li><li>• Lack of clarity on roles.</li><li>• Unqualified or untrained people in role.</li></ul>	<ul style="list-style-type: none"><li>• Recruitment policy (App. No 6)</li><li>• Recruitment policy (App. No. 6)</li><li>• Recruitment policy (App. No 6)</li></ul>
<p><b>Communications</b></p> <ul style="list-style-type: none"><li>• Lack of awareness of ‘risk of harm’ with members and visitors.</li><li>• No communication of Child Safeguarding Statement of Code of Behaviour to members of visitors.</li><li>• Unauthorised photography &amp; recording of activities.</li><li>• Inappropriate use of social media &amp; communications by under 18’s</li><li>• Inappropriate use of social media &amp; communications with under 18’s.</li></ul>	<ul style="list-style-type: none"><li>• Child Safeguarding Statement/ Safeguarding Level 1 training/Guidelines for Social Media (App. No 18)</li><li>• Child Safeguarding Statement on display</li><li>• Filming and Photography Guidance/Guidelines for Social Media/General Guidelines for working with Children (App. No’s 17, 18 &amp; 11) Communications Policy (to be developed)</li><li>• Code of Ethics for Children/Guidelines for Social Media (App. No’s 3 &amp; 18) Communications Policy (to be developed)</li><li>• Codes of Ethics for Coaches, Parents and Sports Leaders/Guidelines for Social Media (App. No’s 2, 4, 5 &amp; 18) Communications Policy (to be developed)</li></ul>

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

<p><b>General Risk of Harm</b></p> <ul style="list-style-type: none"><li>• Harm not being recognised.</li><li>• Harm caused by:<ul style="list-style-type: none"><li>○ Child to Child.</li><li>○ Coach to Child.</li><li>○ Volunteer to Child.</li><li>○ Member to Child.</li><li>○ Visitor to Child.</li></ul></li><li>• General behavioural issues.</li><li>• Issues of Bullying.</li><li>• Vetting of staff/volunteers.</li><li>• Issues of Online Safety</li></ul>	<ul style="list-style-type: none"><li>• Safeguarding Statement/Child Safeguarding Training level 1/Child Welfare and Protection Procedures/Poor Practice (App. No's 13 &amp; 19)</li><li>• Safeguarding Statement/Child Safeguarding Training level 1/Codes of Ethics for Coaches, Children, Parents, Sports Leaders (App. No's 2, 3, 4 &amp; 5)</li><li>• Codes of Ethics for Coaches, Children, Parents, Sports Leaders/Poor Practice/Managing Challenging Behaviour (App. No's 2, 3, 4, 5, 19 &amp; 20)</li><li>• Bullying Policy (App. No. 14)</li><li>• Recruitment policy (App. No 6)</li><li>• Codes of Ethics, Bullying policy, recruitment policies, Guidelines for Social Media policy (App. No's 2, 3, 4, 5, 14, 6, 18), Safeguarding level 1 training</li></ul>
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The Risk Assessment was undertaken on 7<sup>th</sup> October 2024

#### Section 4 – Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, (the Children First: National Guidance, and Tusla's Child Safeguarding: A Guide for Policy, Procedure and Practice and Gateway Northern Ireland). In addition to our Risk Assessment document described above, there are further procedures that support our intention to safeguard children while they are availing of our activities.

**Sutton Lawn Tennis Club** has the following procedures in place as part of our Safeguarding Policies:

## Sutton Lawn Tennis Club



### Sutton LTC Child Safeguarding Statement

- Procedures for the management of allegations of abuse or misconduct by staff or volunteers against a child availing of our activities.
- Procedures for the safe recruitment of staff and volunteers to work with children in our activities.
- Procedures for access to child safeguarding training and information, including the identification of the occurrence of harm.
- Procedure for reporting of child protection or welfare concerns to Statutory Authorities.
- Procedure for maintaining a list of the persons (if any) in the relevant service who are mandated persons.
- Procedure for appointing a relevant person.
- Procedures for managing trips away and hosting children.

*Please note that all procedures listed are available on request.*

**The Relevant Person for Sutton LTC is the club President.**

#### Section 5 – Implementation

We recognise that implementation is an ongoing process. Our Club is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our activities.

Please note the following:

- That all staff has been furnished with a copy of this statement.
- This statement is available to parents/guardians, the Agency and members of the public on request.
- This statement will be displayed in a prominent place by **Sutton LTC**

Signed:

Date: 7<sup>th</sup> October 2024

(On behalf of Sutton LTC)

Name: Barbara Reamsbottom (President)

Phone no: 087 6537082

*For queries on this Child Safeguarding Statement, please contact –*

**Sutton LTC's Children's Officer - Sinéad McKenna 087 9795159**