



ELM PARK LTC GENERAL CODE OF CONDUCT

Elm Park LTC is committed to ensure that our members including children under 18 years of age as well as Adults at Risk have a right to enjoy tennis and events, activities and competitions with an emphasis on the importance of child safety and well-being.

As a not for profit club providing activities for children (or vulnerable adults) we also have a safeguarding policy and procedures in place as well as a social media code of conduct.

Although clubs, facilities and those with responsibility for children have a general duty of care towards them, there are no specific legal requirements regarding the use of changing facilities. As a result, we will rely on the [NSPCC guidance](#) for the safe use of changing facilities.

General Code of Conduct

All members of staff and volunteers agree to:

- Prioritise the well-being of all children and adults at risk at all times
- Treat all children and adults at risk fairly and with respect
- Be a positive role model. Act with integrity, even when no one is looking
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language
- Report all allegations of abuse or poor practice to the club Welfare Officer
- Not use any sanctions that humiliate or harm a child or adult at risk
- Value and celebrate diversity and make all reasonable efforts to meet individual needs
- Keep clear boundaries between professional and personal life, including on social media
- Have the relevant consent from parents/carers, children and adults before taking or using photos and videos
- Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (e.g. handshake / high five)
- Refrain from smoking and consuming alcohol during club activities or coaching sessions
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- Avoid being alone with a child or adult at risk unless there are exceptional circumstances
- Refrain from transporting children or adults at risk, unless this is required as part of a club activity (e.g. away match) and there is another adult in the vehicle

- Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such
- Not have a relationship with anyone under 18 for whom they are coaching or responsible for
- Be acutely aware of the power that coaches and coaching assistants develop over players in the coaching relationship and avoid any intimacy (sexual or otherwise) with players

All children agree to:

- Be friendly, supportive and welcoming to other children and adults
- Play fairly and honestly
- Respect club staff, volunteers and Officials and accept their decisions
- Behave, respect and listen to your coach
- Take care of your equipment and club property
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, culture, religion or sexual identity
- Not use bad, inappropriate or racist language, including on social media
- Not bully, intimidate or harass anyone, including on social media
- Not smoke, drink alcohol or drugs of any kind on club premises or whilst representing the club at competitions or events
- Talk to the club Welfare Officer about any concerns or worries they have about themselves or others

All parents/carers are asked to read through and discuss this statement with their child and to comply with its contents as a condition of being accepted as members of our club.

I will be responsible for my behaviour when using the internet and social media, including the content I access and how I conduct myself.

I will not deliberately create, browse or access material that could be considered offensive or illegal. If I accidentally come across any such material, I will report this to the appointed Welfare Officer for the club.

I will not use social media or the internet to send anyone material that could be considered threatening, offensive, upsetting, bullying or illegal.

I understand that all my use of internet and social media is potentially visible to everyone in the online world and that any issues involving my behaviour may be addressed by the club's management committee

I will not give out any of my personal information such as name, age, address or telephone number online. I will not share my passwords with anyone else.

I will not arrange to meet someone that I have met online.

I understand that these rules are designed to keep me safe and if they are not followed my parents/carers may be contacted.

I will avoid using my mobile or smartphone during activities as I understand that it will have an impact on my safety and my opportunity to learn and achieve.

I am aware that if I am experiencing bullying behaviour or abuse online, I can contact the appointed Welfare Officer for the club.

I know I can also contact Childline on 0800 11 11 if I have any worries about something I've seen or experienced online.