

CLTC Code of Practice for Staff, Coaches, Members and Guests

CLTC is fully committed to safeguarding and promoting the well-being of all its members. The Club believes that it is important that members, coaches, administrators and parents/guardians associated with the Club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the Club with:

Who	Role	Telephone	Email
Chris Hirst	Head of Tennis	07500 860679	chris.hirst@cltc-hcc.com
Marilyn Brooks	Tennis Welfare Officer	07957 394149	brooksmarilyns@hotmail.com
Richard Chesser	Squash Welfare Officer	07712 365688	rjcnw10@hotmail.com
Steph Papapavlou	Cricket Welfare Officer	07467 490944	papapappy@gmail.com
Helen Mercer	Hockey Welfare Officer		merc.helen@gmail.com

All Staff, Coaches, Members and Guests of CLTC and HCC will:

- Prioritise the well-being of all children and adults at risk at all times
- Respect the rights, dignity and worth of every person within the context of sport
- Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed
- Display high standards of behaviour
- Encourage all participants to learn the Rules and play within them, respecting the decisions of match officials
- Actively discourage unfair play, rule violations and arguing with match officials
- Recognise good performance and not just match results
- Place the wellbeing and safety of young people above the development of performance
- Ensure that activities are appropriate for the age, maturity, experience and ability of the individual
- Respect young people's opinions when making decisions about their participation in sport
- Not smoke or drink alcohol whilst actively working with young people in the Club
- Not willingly tolerate any unlawful activities
- Not provide young people with alcohol when they are under the care of the Club
- Not willingly tolerate bullying, racial abuse, verbal abuse, physical abuse, bad language and theft
- Encourage all Club Officers and Appointed Volunteers to always work in an open environment and to avoid private or unobserved situations, particularly when dealing with young people
- Respect facility access by not entering courts and play areas uninvited, and not interfering with matches or training sessions
- Keep clear boundaries between professional and personal life, including social media
- Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (handshake/high five)
- Know and understand the Club's Safeguarding Policy

The Club reserves the right to exclude anyone who does not follow the above Code of Practice.

