

SAFEGUARDING VULNERABLE ADULTS POLICY

Safeguarding Lead - Danny Sapsford (Charity Manager)
Safeguarding Officer - Clare Appleby
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ACTION TO TAKE ONCE RECEIVING A SAFEGUARDING CONCERN

1. In the event of a safeguarding concern within one of our sessions contact the Club Welfare Officer and follow the respective safeguarding policy of the host venue, the coach/teacher/volunteer will keep a record of the concern and inform the BIFT Safeguarding Officer immediately.
2. The coach/teacher/volunteer will inform the vulnerable adults parent/carer/guardian, unless they believe it would put the adult, themselves or others at risk.
3. If the highlighted person is in immediate danger:
 - The informer will go straight to the police/ambulance or social care.
 - Alternatively, they will go to the BIFT Safeguarding Officer who will take the appropriate action.

Bright Ideas for Tennis is committed to a teaching environment in which everyone participating in its activities have a safe and positive experience.

In order to achieve this Bright Ideas for Tennis agrees to:

1. Adopt and implement the LTA's Safeguarding Adults policy in full.
<https://www.lta.org.uk/498128/siteassets/about-lta/file/lta-safeguarding-adults-policy.pdf>
2. Recognise that everyone participating in the club (regardless of age, gender, race, religion, sexual orientation, ability or disability) have a right to enjoy their involvement in tennis in a safe environment and be protected from harm.
3. Ensure that those individuals who work with vulnerable adults within the charity, whether paid or voluntary, provide a positive, safe and enjoyable experience for all.
4. Ensure that all participating clubs appoint a Welfare Officer with the necessary skills and training as outlined by the LTA who will take the lead in dealing with all safeguarding matters raised within the club.
5. Ensure that the Welfare Officer's name and contact details are known to all staff, children, and adults.
6. The Welfare Officer to be available to discuss issues of concern on matters of safeguarding and deal with such concerns appropriately and in line with the LTA's Safeguarding Adults policy.
7. Ensure all those persons who work with vulnerable adults in the charity have undertaken the appropriate training and relevant CRB checks and adhere to the required practices for safeguarding vulnerable adults.
8. Ensure that all individuals who work with vulnerable adults in the charity have the appropriate training, codes of conduct and good practice.

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9. Provide all club members with the opportunity to raise concerns in a safe and confidential manner if they have a concern about a persons welfare.

10. Ensure that all safeguarding matters, whether they be concerns about vulnerable adult welfare or protection, are dealt with appropriately in accordance with the guidance for reporting and action in the LTA's Safeguarding Adults policy.

11. Ensure that confidentiality is maintained appropriately and in line with the best interests of the adult.

12. Ensure all papers relating to safeguarding matters are held in a safe and secure manner.

13. Only work with LTA accredited coaches, and volunteers within LTA registered venues.

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