



APPENDIX B

SAFEGUARDING CODE OF CONDUCT

1. **All employees working directly with Children, Young People and Vulnerable Adults, Committee Members and all other Members should uphold the following Code of Conduct;**
 - 1.1. Prioritise the well-being of all children, young people and vulnerable adults at all times.
 - 1.2. Be a positive role model and act with integrity.
 - 1.3. Help to create a safe and inclusive environment both on and off court and promote enjoyable and safe sport at the Club.
 - 1.4. Welcome and value diversity and make all reasonable efforts to meet individual needs.
 - 1.5. Keep clear boundaries between sporting/professional and personal life, including on social media.
 - 1.6. Respect children, young person's and vulnerable adults right to personal privacy.
 - 1.7. Always check that relevant consents from parents/guardians/carers for children, young people and vulnerable adults have been obtained before the taking or the use of photos and videos.
 - 1.8. Where possible, there should be more than one adult present during activities with children, young people and vulnerable adults, or at least that they are within sight or hearing of others. If necessary, to only do this once advance parental/carer approval has been obtained.
 - 1.9. Be aware that physical contact with a child or young person may be misinterpreted.
 - 1.10. Be familiar with, and operate within, the Club's specific procedures.



1.11. Report all concerns and disclosures as soon as possible, following the Safeguarding Concern & Incident process.

2. Employees working directly with Children, Young People & Vulnerable Adults must not;

- 2.1. Have inappropriate physical or verbal contact with juniors, young people and adults at risk. It is illegal for a person in a position of trust to have a relationship with someone who is under 18 years old. It is illegal to have a sexual contact with anyone under the age of 16 whether they give consent or not.
- 2.2. Communicate with children, young people and vulnerable adults via their mobile phone. All communications via mobiles should be with their parent/guardian.
- 2.3. Allow themselves to be drawn into inappropriate attention-seeking behaviour/make suggestive or derogatory remarks or gestures in front of children, young people or vulnerable adults.
- 2.4. Jump to conclusions about others without checking facts.
- 2.5. Either exaggerate or trivialize child abuse issues.
- 2.6. Show favouritism to any child, young person or vulnerable adult.
- 2.7. Rely on their good name or position or the good name of the Club to protect them.
- 2.8. Believe “it could never happen to me”.
- 2.9. Take a chance when common sense, policy or best practice suggests another more prudent approach.
- 2.10. The Club’s Safeguarding Code of Conduct should be interpreted in a spirit of integrity, transparency and common sense, with the best interests of children, young people and vulnerable adults as the primary consideration.