

Child Protection Policy - Adult Supervision of Children's Activities

Winchester Racquets and Fitness is rightly proud of the welcome and support given to its junior members of all ages. The club encourages all members to make full use of its facilities as often as possible. As part of the obligations regarding the protection of children the club sets out in this document the details of adequate adult supervision of junior members provided by the club. The club will ensure that all children's activities organized by the club will be supervised by adults. Good practice dictates that more than one adult is present to supervise these activities. This will help to ensure the safety of the children as well as protect the adults. As a minimum, one male and one female adult will supervise all club-organized activities. Adult supervisors will ensure that they are not left alone with young participants. If an adult needs to talk separately to a child this must happen in an open environment, in view of others.

Leaders and adult supervisors should not be left alone with young people at the end of any activity. Start and finish times for coaching, training and/or other activities will be clearly stated. Parents are requested to collect their children as punctually as possible. If late collections occur, leaders/supervisors should remain in pairs until all participants have left. It is the responsibility of parents/guardians to plan for the timely collection of young people in their charge. Consistent late collection may require alternative arrangements to be put in place.

If parents are unavoidably delayed, they should contact the club via the main reception line – 01962 854028. If no contact is made with the club, the coach will ask a member of the reception team to contact the emergency contact provided on our membership database. If there is no answer, any additional contact numbers on the membership database will be contacted. If still no contact is made, the coach plus another adult will wait at the club in the main reception area until the child has been collected by a parent or guardian.

Children attending for club-organized coaching should let one of the adult supervisors know when they have arrived at the club – it is the responsibility of parents to ensure that children do this. When they have finished their coaching session and are leaving with the adult nominated to collect them, they (or the adult) should inform the supervisor that they are leaving. Under no circumstances should a child leave the club premises without informing an adult supervisor.

If a child suffers an accident or injury the parents/guardians will be informed, and an accident report form will be completed.

Attendance records and records of any incidents or accidents that occur will be kept safely by the club.

Children must arrive at lessons appropriately dressed. If they need to change at the club, they should be supervised by their parent or guardian.

The club welcomes and indeed encourages parents who wish to stay and watch sessions to do so (for reasons of safety and supervision, not for their 'technical' expertise).

Parents should note that adequate adult supervision as described above is provided only at the following times:

- During your child's allocated coaching period as part of the club's junior coaching program
- During any of the internal juniors' activities organized and run by the coaching staff
- During any of the closed club tournaments run by the coaching staff

Arrangements for supervision during home or away matches etc. are outlined in the Travelling and Trips Policy.

The details of the times of the above listed activities are available from the Head Coach. If you have any difficulty getting this information, please contact the club's main reception.

We wish to make it clear that while there may be adults present on club premises at other times the club does not regard their presence as the provision of adequate adult supervision, and it is not responsible for the safety and protection of your child outside of the specific activities listed above.

While the club takes every responsible measure to ensure the safety and protection of all its members including junior members while they are on the premises, such measures do not extend to the provision of adequate adult supervision other than for the activities listed above. In that regard it is the responsibility of each parent or guardian to ensure that their child is adequately supervised at all other times when they are on the club premises. (including times when the child is receiving private coaching organized by the child's parents)

The parents of all children taking part in any of the activities organized by the club will be required to complete and sign the club's consent form – "Coaching Registration Form".

This policy is reviewed every two years (or earlier if there is a change in national legislation).

General Manager *Ian Fowler* Date: 23/05/2023

Welfare Officer *Sophie Green* Date: 23/05/2023