

## **WBTC Code of Conduct**

The purpose of this code of conduct is to set out the standards of conduct that are expected and required of all members of West Bridgford Tennis Club (the Club). These standards reflect the Club's vision of providing a welcoming, safe and enjoyable environment, accessible to all. It reflects the generally recognised standards of disciplined and good sporting behaviour.

West Bridgford Tennis Club 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 concerns or complaints that they may have about any aspect of the club with any member of the committee ([committee@westbridgfordtennisclub.co.uk](mailto:committee@westbridgfordtennisclub.co.uk)) or the club manager ([manager@westbridgfordtennisclub.co.uk](mailto:manager@westbridgfordtennisclub.co.uk))

This Code of Conduct is arranged so that the standards which apply to every Member (irrespective of their role or participation in the Game) are set out first and then, for certain Participant groups, additional more specific standards are set out which are applicable to that particular group. Please ensure that you are familiar with all standards applicable to you and note that not being aware of a standard will not be an acceptable reason for not complying.

If you do not comply with any one or more of the standards set out in this Code of Conduct, then you will be subject to appropriate action to be determined by the Committee.

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## **A. Code of Practice for all members**

As a member of West Bridgford Tennis Club you are expected to abide by the following code of practice:

(Participant includes all members of the club, staff and visitors)

Each member must:

1. behave in a professional and appropriate manner and in accordance with the highest standards of disciplined and sporting behaviour and integrity;
2. help to create a safe, inclusive, accessible, welcoming and enjoyable environment, both on and off the court;
3. treat all other Participants fairly and with respect;
4. encourage other Participants to have respect for one another and to conduct themselves with integrity;
5. not verbally, physically or emotionally abuse any other Participant, in any way;
6. not act or do anything (physically and/or orally) in a violent, threatening, intimidating, harassing or deliberately provocative way or in a way which may reasonably be interpreted as such, or which is, or may reasonably be interpreted as, intended to offend, insult, humiliate, ridicule or cause harm or fear;
7. value diversity, and not unlawfully discriminate against anyone, or treat anyone less favourably or unfavourably, by reason of age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race (including colour, nationality, or ethnic or national origins), religion, belief (including religious, philosophical or lack of belief), sex or sexual orientation;
8. not do anything on or off the court, (i) that is or may be (a) unsporting, (b) insulting, and/or (c) contrary to the integrity of, adversely affects and/or is detrimental to the interests of, the Game, and/or (ii) brings or has the potential to bring the Game, another Participant, themselves, the Club and/or a sponsor into disrepute;
9. not use any language, or make any communication or statement, on or off the court, whether orally or in writing, (including in e-mail, online, on social networking platforms or on group chat or messaging applications or sites), that is or may be contrary to, or not compliant with, any other standard set out in this Code of Conduct;
10. not use an audible obscenity and/or make an obscene gesture of any kind (including towards another Participant) while participating in any way in, or in connection with, the Game (including playing, coaching, supporting and spectating);
11. take responsibility for their actions or conduct, and the effects of those actions or conduct, and not condone conduct that breaches this Code of Conduct;
12. comply with all rules, regulations, policies, codes of conduct, codes of behaviour, protocols and procedures adopted or issued from time to time by the LTA, the International Tennis Integrity Agency and UK Anti-Doping, and (to the extent applicable) by Tennis Europe, the ITF, the ATP/WTA and/or other governing bodies, associations and committees (as appropriate), including the LTA Disciplinary Code,

LTA Competition Regulations, LTA Coach Accreditation Regulations, LTA Official Licensing Regulations and LTA Venue Registration Regulations;

13. comply with all laws, rules, regulations, guidelines, guidance and advice (including those relating to COVID-19) made or issued from time to time by the UK government (or any other relevant government, or governmental or public health department or authority) which directly or indirectly apply in connection with the Game or tennis in any way, including for participation in or travel (whether domestic or international) in connection with any participation in tennis;
14. keep confidential any confidential information disclosed to, or obtained by, them in their capacity as a Participant (for example, medical information relating to a player
15. assist the Club in ensuring the safety and welfare of children and adults at risk who are involved in the Game or tennis in any way by maintaining appropriate standards of conduct and behaviour in their dealings with children and adults at risk in accordance with the Club's Safeguarding policies and promptly report any concerns or worries to Club's safeguarding team;
16. not commit a criminal offence (or commit any act, or engage in other conduct, that would constitute a criminal offence), whether or not committed/conducted in a tennis context, that the Club believes would adversely affect the sport, the reputation of the sport, any other Participant, the Club and/or its commercial partners or sponsors;
17. not participate in, or in connection with, the Game in any way (including playing, coaching and officiating) having ingested or used or while under the influence (or potentially under the influence) of any (i) drug (except one required for legitimate medical treatment) or illegal substance of any kind, whether or not performance-enhancing, or (ii) "Prohibited Substance" in terms of the LTA Anti-Doping Regulations;
18. comply with the reasonable directions of the Club or any official;
19. if so requested, cooperate fully with any Club (or other governing or official body) investigation and provide comprehensive, honest and accurate information and responses;
20. comply with the spirit and intent of the standards set out in this Code of Conduct.

## **B. Code of Practice for parents and guardians**

- Encourage your child to learn the rules of tennis and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognize good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognizing fair play and applauding the good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept judgements made by officials.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Allow your child to play in the mini tennis colour stage that is appropriate to them. This will ensure they enjoy playing the game, develop their skills and gain confidence.
- Purchase balls and rackets that match the stage your child is in.
- Be patient. Steady progression is unusual in children; peaks and plateaus are common.
- Your first question following any match should be: "Did you enjoy it?" not "Did you win?"
- At no stage should you communicate with your child or interfere with the on-court helpers and referees during a match – just enjoy the game and let officials take care of the rules!

### **C. Code of Practice for young people**

YOUNG PEOPLE are expected to abide by the following code of practice:

- All members must play within the rules and respect officials and their decisions.
- All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
- Members should keep to agreed timings for training and competitions, or inform their coach or team manager if they are going to be late.
- Members must wear suitable kit for training and match sessions, as agreed with the coach.
- Members must pay any fees for training or events promptly.
- Junior members are not allowed to smoke on club premises or whilst representing the club at competitions.
- Junior members are not allowed to consume alcohol or drugs of any kind on the club premises or whilst representing the club.

## **D. Code of Conduct for all those working with children**

Whilst it is important for adults to understand their responsibilities with children, the LTA is concerned that specific advice is given concerning the behaviour of all coaches, staff and club and other officials. In addition, those who employ coaches for example, should know what standard of behaviour is acceptable.

1. Be professional and maintain the highest standards of personal behaviour at all times
2. Be aware of situations, which can be misconstrued or manipulated by others. For example, if the coach or official is alone with a child in the clubhouse, changing rooms or similar place, they are open to the possibility of allegations about their behaviour
3. Be vigilant and aware of how actions can be misinterpreted. For example, adolescents can have emotional feelings towards coaches. Whilst these should not be dismissed and the youngster hurt as a result, neither should they be encouraged in any way
4. Not appear to favour or show interest in one child more than another
5. Be very aware that physically handling a player, perhaps to help develop a game skill such as the backhand swing, can be misconstrued by an observer or even by the player
6. Never swear or use or respond to sexual innuendo
7. Not be under the influence of drink, drug or any substance
8. Design and use training methods and training programmes which are wholly appropriate to the individual player
9. Ensure that, as far as possible, they are not alone when working with young players on an individual basis. If this is unavoidable then the parents should be made aware of the situation for the sake of the coach or official. This also means that children should not be alone in cars or homes with a coach/official on a regular basis. The presence of others is an insurance against false accusations
10. Conduct all dealings with children in a public environment in full view of others, in order that all behaviour can be observed
11. On tours/trips away from home, ensure that another adult is always present when working with children. For example, another adult should always be present if a child's room is visited at any time and the door should always be left open
12. Report any concerns within the area of Child Protection (physical, emotional, sexual or neglect), in confidence and without delay, to either the Club /County or LTA Child Protection and Equity Officer or a responsible person who can give advice and recommend any necessary action
13. Never discuss an allegation or suspicion with another person, other than the police, before either the above person or a responsible person has been contacted
14. When reporting an allegation or suspicion, record information, including relevant details. (This includes the nature of the allegation, background information of the parties involved, the period of time to which the allegation relates and the degree to which the information is known to be fact rather than opinion or hearsay)
15. At no times make comment to the media. The LTA Press Office should be made aware of any media interest in relation to child protection

In the event of an allegation of improper behaviour being made, the personal conduct and professional behaviour of the adult will be very important evidence. For child abuse to take place, particularly sexual abuse, the child and the adult(s) will generally be alone and away from public view. Thus the best practice is to avoid all situations in which behaviour cannot be observed.

**If you have any queries regarding information in these Guidelines please contact:**

**WBTC info here**

**Or**  
**LTA Child Protection**  
**The Lawn Tennis Association**  
**West Kensington**  
**London W14 9EG**  
**Office: 0207 381 7008**  
**Mobile: 07971 141 024**  
**[Childprotection@lta.org.uk](mailto:Childprotection@lta.org.uk)**