

MALAHIDE TENNIS CLUB

CODE OF ETHICS

CONTENTS

	Page
Version Control	2
Club History and Introduction	3
Policy Statement – Code of Ethics	6
Code of Ethics for Committees	6
Code of Ethics for Coaches and Sports Leaders	6
Malahide Tennis Club Standards	7
Designated Children’s Officers	8
Guidelines for Reporting Accidents	9
Guidelines for Reporting Allegations/Incidents	10
Code of Ethics for Children / Young People	11
Code of Ethics for Parents / Guardians	12
Transporting a Child or Young Person in your Car	13
Malahide Tennis Club Health Check	14
Rights and Responsibilities Matrix	16

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MALAHIDE TENNIS CLUB

CLUB HISTORY & INTRODUCTION



Malahide Tennis Club is 130 years old having being founded in 1879. It is one of the oldest tennis clubs in the country. Lord Talbot de Malahide who resided at Malahide Castle was the Club's first President. The club was established on its present site, known locally as '**The Square**'. Back then, the Club comprised of a few grass courts and a small, quaint, wooden pavilion. Tennis was very much a summer activity played between May and September in the way that the Grove LTC operates today.

Tarmac courts were laid in 1968. This was a very exciting time for all members back then as this extended our tennis to being an all year playing club. The three tarmac courts were laid in an area originally known as the '**Band Gardens**' which is where courts 3, 4, 5 are located today. The remaining grass courts later gave way to tarmac which in turn were replaced by the present 'synthetic grass'. For many years, the club was administered and maintained by Captain Eric Martineau who gave a substantial part of his life to Malahide Tennis Club and played an important role in our club history.

The club first won the prestigious Men's Class 1 Summer League for the first time in 1986. On the 27th June 2009, Malahide again won the Men's Class 1 Summer League which now places us in the elite Premier category of the top 6 teams in Ireland. Our Ladies 1st Team and the Men's 4^{ths} also won their classes in the Summer League thus marking the most successful period in our 130-year history. The Dublin Lawn Tennis Council Summer and Winter Leagues are the biggest leagues of their type in Europe with huge numbers of players competing in 7 classes throughout the greater Dublin and feeder counties region.

Over the years, our club members and teams have won various local, provincial and national titles and others such as Michael Nugent, Michael Cowhie, Mary O'Neill and, more recently Karen Nugent, Stephen Nugent, James Cluskey and Colin O'Brien, Peter Bothwell and Sam Bothwell have proudly played for Ireland at international level. The Club actively supports players of all standards and levels of experience and recognises that there are many reasons why our members both young and old play tennis. The current clubhouse with its extensive facilities was built in 1991 and is in fact the third building on the current site. To maintain the high standards expected by the members, the facilities are constantly monitored and upgraded as required. The courts, for instance, have been re-surfaced and replenished in the past and 4 new Tiger Turf Advantage courts were laid in July 2009. Recently the club has invested in new floodlights and the latest smart technologies to help run our club and provide quality services to members. We have plan is to enhance the club house and playing surfaces in coming years as part of a continuous programme for maintaining and developing facilities for members.

While it is regarded as one of the country's most modern and best equipped tennis clubs, and was voted National Club of the Year in 2006, Malahide Tennis Club still proudly retains some of the traditions associated with the game, most notably the wearing of 'whites' during the summer months.....and gentlemen not hitting the first serve too hard to the ladies during mixed doubles matches!! The club is quite conservative in its tradition but also very innovative in keeping abreast of the latest technologies and facilities.

Malahide Tennis Club is very much a family club and does not depend on bar revenues to fund its operations and development. There are now approximately 1500 members made up of juniors, students, seniors and family members. Our aim is to retain about 1500 members going forward and provide facilities that are appropriate for such numbers.

Malahide Tennis Club plays its role in the wider community by providing a wide range of facilities and regular activities throughout the year including –

- Bridge Clubs / Gym Clubs
- Chess Club / Art Exhibitions
- Railing based Art Galleries fortnightly every summer.
- Use of courts by local Schools
- Charity Events,
- Rental of downstairs function room at low rates for birthdays and other private/community functions.
- The Malahide Junior Open Tournament attracts 350 players from all over Ireland and is held annually.
- Malahide enters approx. 35 league teams each year in the Dublin Leagues. This involves clubs from all over the East coast visiting our club weekly throughout the year.
- We run club nights for social tennis among members from June until Sept each year.
- We hold approx. 6 other Social Tournaments throughout the year that normally involves playing tennis and refreshments/music in the bar area afterwards.
- We hold Round Robin Singles and Doubles events involving 350 members from Sept to April each year.
- We focus hugely on juniors and their development through a well-structured coaching programme.
- Our members are drawn from all age groups and abilities.



Malahide Lawn Tennis & Croquet Club
The Square, Malahide, Co. Dublin.

Telephone 01 8452480 Email: admin@mltcc.com

We provide equal opportunities and are committed to the principle of equality for all our members. We will apply codes of ethics and conduct policies which are fair, equitable and consistent with the needs of our club. We look to your support in implementing these policies to ensure that all members are accorded equal opportunity for enjoying tennis in its many different forms and levels.

We will not condone any discriminatory act or attitude within our club and acts of unlawful harassment or discrimination are disciplinary offences.

We welcome you and express our sincere hope that you will be a happy and active member of Malahide Tennis Club. We ask that you study carefully the contents of this Handbook as, in addition to setting out our rules and regulations, in future versions we plan to include a great deal of helpful information. Copies of this handbook is available on www.mltcc.com or from the club office

Des Allen

President - Malahide Lawn Tennis & Croquet Club

April 2021.

CODE OF ETHICS - POLICY STATEMENT

Malahide Lawn Tennis & Croquet Club (Malahide Tennis Club) is fully committed to safeguarding the well-being of its members. Every individual in the club should, at all times, show respect and understanding for the rights, safety and welfare of others and conduct themselves in a way that reflects the principles of the club and those of the relevant sporting bodies and the guidelines contained in the Code of Ethics and Good Practice as outlined by Tennis Ireland on www.tennisireland.ie

COMPLAINTS PROCEDURE

If any club member is unhappy with any aspect of the club they can utilise the complaints procedure in order to raise this issue. They should write to the Hon Secretary or contact the President or Vice President who will bring this to the attention of the club Committee. Formal complaints should follow the complaints procedures as set out at LINK

CODE OF ETHICS FOR COMMITTEE MEMBERS

- Show respect and dignity to all committee members.
- Turn mobiles to silent or off during meetings.
- All business discussed at formal meetings should not be discussed outside the forum of the committee.
- Decisions reached by the Committee must be respected and not in any way misrepresented to external parties.
- All complaints received from members should be expressed in writing from the member to the Hon Secretary who will then make the Officers aware of the said complaint.
- Complaints will be discussed at Committee level and a formal reply will be delivered by the Hon Secretary to the member making the complaint.
- In the event of a dispute between committee members that cannot be resolved between each party, the Officers will meet with both parties and make a ruling that they will then refer to the general Committee for a decision should sanctions be required.
- It is at the discretion of the Officers and Committee to decide on any final actions that need to be taken in the event that codes of ethics are deemed to have been breached. The buck stops at Officer/Committee level.

CODE OF ETHICS FOR COACHES AND SPORTS LEADERS

- Ensure the safety of all children by careful supervision, proper pre- planning of coaching/playing sessions, using safe methods at all times
- Actively encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability
- Emphasize fun and participation
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behavior
- Always be positive and to promote the objectives of the club at all times
- Not let any allegations of abuse of any kind to go unchallenged or unrecorded if appropriate. Incidents and accidents to be recorded in the club incident/accident book. Parents will be informed
- Report accidents or incidents of alleged abuse to the designated person
- Administer minor first aid in the presence of others and where required refer more serious incidents to the club "first aider"
- Have access to telephone for immediate contact to emergency services if required
- Foster team work to ensure the safety of youth members in their care
- Ensure the rights and responsibilities of youth members are enforced
- Report suspected abuse to the appropriate designated officer
- Not abuse members physically, emotionally or sexually
- Maintain confidentiality about sensitive information

- Be a role model (disciplined / committed / time keeping), remember children learn by example
 - Refrain from smoking and consumption of alcohol during club activities or coaching sessions
 - Hold current coaches' insurance
 - Never ask anyone to keep secrets of any kind
 - Ensure that car insurance is appropriate for transporting young people to and from events
 - Ensure that all those working with young people do so under the guidance of the coach
 - As a coach keep my knowledge updated through the Tennis Ireland Continuous Professional Development
 - Protect myself from false accusation by...
 - Not spending excessive amounts of time alone with children away from others
 - Avoid taking children alone in a car on journeys, however short
 - Never taking children to their home
 - Not administering First Aid involving the removing of children's clothing unless in the presence of others.
 - Any misdemeanors and general misbehaviors will be dealt with immediately and reported verbally to the designated person.
 - Persistent breach of the code will result in dismissal from Malahide Tennis Club.
 - Dismissals can be appealed by the coach/ volunteer with final decisions taken by the club's committee.
 - Malahide Tennis Club is fully committed to safeguarding the well-being of its members.
 - Every individual in the club should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport.
- Legislation in Ireland is based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children.
 - Children have the right to be safe. All coaches should ensure that this fundamental principle takes precedence over all other considerations.

MALAHIDE TENNIS CLUB - STANDARDS

- Adopt and implement the Code of Ethics and Good Practice for Children's Sport as an integral part of its policy on children in the Club
 - Have its constitution approved and adopted by club members at an AGM or EGM
 - Permit all members over 16 years of age to vote, where possible, in the running of their junior section. One parent / guardian should have one vote for all their children under 16 years of age, where relevant
 - Ensure that the Club Management Committee is elected or endorsed by registered club members at each AGM
 - Adopt and consistently apply a safe and clearly defined method of recruiting and selecting Sports Leaders
 - Clearly define the role of the committee members, all Sports Leaders and parents / guardians.
 - Appoint/ Reappoint at least one children's officer at the AGM as outlined in the Code of Ethics.
 - In the event that a club caters for both boys and girls, one children's officer of each gender should ideally be appointed
 - Appoint a Designated Officer to liaise with the Statutory Authorities in relation to the reporting of allegations or suspicions of child abuse. Any such reports should be made according to the procedures outlined in this Code/ Children First/ Our Duty to Care
- Ensure best practice throughout the club by disseminating its codes of conduct, including the disciplinary, complaints and appeals procedures in operation within the club to all its members. The club's codes of conduct should also be posted in all facilities used by the club
- Have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a Committee Member or Sports Leader. Regulations should stipulate that a Sports Leader who is the subject of an allegation, which has been reported to the Statutory Authorities, should stand aside while the matter is being examined. S/he should be invited to resume full duties immediately if s/he is vindicated
- Ensure that relevant Sports Leaders report to the Club Management Committee on a regular basis
 - Encourage regular turnover of committee membership while ensuring continuity and experience
 - Develop effective procedures for responding to and recording accidents/ incidents.
 - Ensure that any unusual activity (high rate of drop-out, transfers, etc.) is checked out and reported by the Designated Officer to Tennis Ireland
- Ensure that all club members are given adequate notice of AGMs and other meetings.

- Ensure that all minutes of all meetings (AGMs / EGMs / Committees) are recorded and safely filed.

This policy applies to all those involved at Malahide Tennis Club - coaches, administrators, officials, volunteer drivers, parents and young people. Copies of the full policy and detailed guidelines on recruitment, reporting, recording accidents/incidents, bullying, away trips and use of photography are available from the designated person or any club.

CHILDREN'S OFFICERS

The current Children's Officers within Malahide Tennis Club are:

1. Aoife Crowley	Mobile:	
2. Colm O Reilly	Mobile: 086 8233322	colmeoreilly@gmail.com

- Photographs of the Children's Officers are displayed on the club's notice board and on www.mltcc.com
- Names of Children's Officers shall be made known to young members, coaches and parents alike as the Designated Persons to whom concerns will be addressed. If the concern is about the Children's Officer please report to Club President.
- The club has procedures in place for dealing with any concern or allegation of abuse either within the club or externally, but the first point of contact for a child, parent/guardian or coach should be the Children's Officer, although any individual has the right to contact the HSE/Social Services or the Police directly if they have a concern about a child's safety.

GUIDELINES FOR REPORTING ACCIDENTS

In the event of an accident, the following procedure will be carried out: -

- Fill in 2 copies of the Accident Form for ALL accidents.
- Make contact with parents/ guardians
- One copy of form to incident book/ folder
- Forward 1 copy to Children's officer for record keeping/ action required.
- Contact emergency services/ GP if required
- Record in detail all facts surrounding the accident, witness's etc.

GUIDELINES FOR REPORTING ALLEGATIONS / INCIDENTS

- Record all incidents reported or observed on an Incident Form
- 1 copy to Children's officer
- Ensure confidentiality - only "need to know basis". (reference confidentiality clause) The designated person will be responsible for storing any report in a safe and secure environment.

GOOD PRACTICE

All personnel are encouraged to demonstrate exemplary behaviour in order to protect children in their care and themselves from false allegations. The following are common sense examples of how to create a positive culture and climate within your tennis club.

Good practice means:

- always working in an open environment (e.g. avoiding private or unobserved situations and encouraging an open environment, e.g. no secrets)
- treating all children/ young people equally, and with respect and dignity
- always putting the welfare of each child / young person first, before winning or achieving goals
- maintaining a safe and appropriate distance with children/ young people (e.g. it is not appropriate to have an intimate relationship with a child or to share a room, tent, shower /bath or changing facilities with them)
- building balanced relationships based on mutual trust which empowers children to share in decision-making
- making sport fun, enjoyable and promoting fair play
- Proper supervision of children within the club and with a satisfactory ratio of coaches: children. A maximum ratio of 1 coach to 8 children is recommended by Tennis Ireland
- use of proper, recommended equipment including
- Sport specific guidelines
- identification markers/ cones, clearly visible

- playing /coaching surfaces, free from debris
- use of equipment only when supervised by a coach/ sports leader
- a clearly defined area of play/ in bounds, fenced and safe from vehicular traffic
- a first aider and first aid kit on hand in event of an accident, with accident incident book to be marked up at every relatively serious accident. NB All accidents will be reported to parents at collection
- Ensuring that if physical support is needed, talk aloud to the child / young person explaining what you are doing and why. Any necessary contact should be in response to the needs of the child and it should be in an open environment with the understanding and permission of the young person where possible. The leaders should never do something for the child that they can do themselves. Children / young people should always be consulted before they are touched and their agreement gained. Parental / carer views about manual support should always be carefully considered
- keeping up to date with the technical skills, qualifications and insurance (group or individual) in tennis
- Involving parents / carers wherever possible (e.g. for the responsibility of their children in the changing rooms). If groups have to be supervised in the changing rooms, always ensure parents / coaches / officials work in pairs
- Ensuring that if mixed teams are taken away, they should always be accompanied by a male and female leaders. Be aware of the potential for same gender abuse by male adults of boys and female adults of girls
- ensuring that at tournaments or residential events, adults do not enter children's rooms, invite or permit children into their rooms or become involved in unobserved or unsupervised 1:1 situations with children and young people
- being an excellent role model – this includes not smoking, drinking alcohol, using foul language or taking drugs in the company of young people
- giving enthusiastic and constructive feedback, encouraging achievements rather than negative criticism
- recognising the developmental needs and capacity of children / young people, including those with a disability – avoiding excessive training or competition and not pushing them against their will
- securing parental consent in writing to act in loco parentis, if the need arises to give permission for the administration of emergency first aid and / or other medical treatment
- keeping a written record of any injury that occurs, along with the details of any treatment given
- requesting written parental consent if club officials are required to transport young people in their cars and best practice is not to do so without the presence of a second adult
- keep a written record of any inappropriate body contact with a child
- immediately report any accusations made against you or your colleagues
- avoid spending any time alone with children / young people away from others
- never take children / young people to your home
- acquiring completed application forms, interviews and pre-employment checks on all coaches / sports leaders, whether paid or voluntary
- Maintaining records on individuals in line with advice from the data protection agency i.e. only holds records on individuals that they have a justifiable reason for holding.

Practices never to be sanctioned

The following should never be sanctioned. You should never:

- engage in rough, physical or sexually provocative games, including horseplay
- share a room / tent / changing room / bath or shower with a child / young person
- allow or engage in any form of inappropriate touching
- allow children / young people to use foul, sexualised or discriminatory language unchallenged
- make sexually suggestive comments to a child / young person, even in fun
- reduce a child / young person to tears as a form of control
- allow allegations made by a child to go unchallenged, unrecorded or not acted upon
- Undertake personal care for children / young people. Ensure that a parent or carer is responsible for personal care
- Invite or allow children to stay with you at your home

CODE OF ETHICS FOR CHILDREN / YOUNG PEOPLE

The tennis player will:

- Play fairly and have fun
- Abide by the rules set down by team managers when travelling to away events
- Behave in a manner that avoids bringing the game of tennis into disrepute
- Respect officials and accept their decisions
- Talk to the children's officer if you have concerns
- Respect opponents and always shake hands at the end of a match
- Use his/her best efforts in competitive matches
- Refrain from the use of bad language and inappropriate gestures
- Refrain from ball/ racquet abuse
- Refrain from the use of coaching during competition
- Never use unfair or bullying tactics to gain advantage on or off the court
- Never use bullying tactics to isolate another player
- Never pass on gossip about another player or adult
- Never make false allegations about another player or adult
- Never keep secrets about anyone who has caused you harm
- Win with grace and lose with dignity.

Child/Youth member has the right to:

- Be safe
- Be listened to
- Be respected
- Privacy
- Enjoy your sport in a protective environment
- Be referred to professional help if needed
- Be protected from abuse by other member or outside sources.
- Participate on an equal basis, appropriate to your ability
- Experience competition and the desire to win
- Be believed
- Ask for help.

CODE OF CONDUCT FOR PARENTS / GUARDIANS

Parents / Guardians are expected to:

- Complete and return the Health and Consent Form pertaining to their child's participation with Malahide Tennis Club.
- Deliver and collect the child punctually to and from coaching sessions/matches.
- Ensure their child is properly and adequately attired for the weather conditions of the time, including shorts, shirt, socks, tracksuit, sweat-tops, hat, gloves etc....
- Detail any health concerns pertaining to the child on the consent form, in particular breathing or chest conditions. Any changes in the state of the child's health should be reported to the coach prior to coaching sessions.
- To inform the coach prior to departure from the field of play if child is to be collected early from a coaching session
- Encourage their child to play by the rules and teach them that they can only do their best i.e. focus on effort rather than performance
- Behave responsibly on the sidelines
- Show appreciation and support the coach
- Ensure their child is punctual
- Be realistic
- Ensure their child's hygiene and nutritional needs are met
- Accept the official's judgment
- Acknowledge the importance and role of the club coaches who often provide their time free to ensure children's participation in the club
- Promote their child's participation in playing sport for fun
- Not ignore or dismiss complaints expressed by a child
- Not treat the club as a minding service.

Parents/Guardians have the right to:

- Know their child is safe
- Be informed of problems or concerns relating to their children
- Be informed if their child is injured
- Have their consent sought for issues such as trips
- Contribute to decisions within the club
- Complain if they have concerns about the standard of coaching.

Any misdemeanors and breach of this code of conduct will be dealt with immediately by a Club official. Persistent concerns or breaches will result in the parent/guardian being asked not to attend games if their attendance is detrimental to the child's welfare.

The ultimate action should a parent/guardian continue to breach the code of behavior may mean the Malahide Tennis Club officials regrettably asking the child to leave the club.

GUIDELINES ON TRANSPORTING A CHILD OR YOUNG PERSON IN YOUR CAR

The issue of transporting children has become very sensitive for sports leaders and parents. Many coaches argue that their club could not operate without the goodwill of volunteers and parents ensuring that children are returned home or transported to events in a private car.

The guidance from both Sports Councils encourages coaches not to take children on journeys alone in their car.

This view has been taken as knowledge has grown of how those who want to harm children have developed. The vast majority of coaches and volunteers will help out through their genuine desire to see children or their particular sport develop. Unfortunately, we must face the reality that a minority of others will join a sports club to gain access to children and create an air of acceptability about their role, justifying their close contact with children.

Best practice is clearly to avoid transporting a child alone, but we recognise that in some circumstances it is an essential part of a child's participation in training and competition.

If all alternatives have been exhausted and an adult has to transport a child there are a number of safety measures that should be put in place to minimise the risk:

- Your club should check out all those with access to young people (including drivers) using application procedures, references and vetting as advised in Tennis Irelands policy
- Parents should be informed of the person who will be transporting their child, the reasons why and how long the journey will take
- A person other than the planned driver should talk to the child about transport arrangements to check they are comfortable about the plans
- The driver must ensure that they have insurance to carry others.
- The driver should attempt to have more than one child in the car
- When leaving children off after a match or training session coaches / volunteers should alternate which child is dropped off last. Ideally two children would be left off at an agreed point i.e. one of their family homes
- The person who leaves children home should be alternated; this would reduce the risk of any one individual from always being alone with the child
- The driver should have a point of contact and mobile phone should they break down
- Ensure that children are aware of their rights and they have someone to turn to or report any concerns they may have. If a culture of safety is created within your club then the child is more likely to talk to another person if they are feeling uncomfortable about a situation
- Children should wear seatbelts at all times. The driver is legally responsible to ensure that a child under 14 in Northern Ireland and under 17 in the Republic of Ireland wears a seatbelt (i.e. the adult would have to pay any fine) but morally responsible to ensure all passengers wear seatbelts
- Late collections. These can present clubs and coaches with particular difficulties. Parents/guardians should be provided with guidelines addressing the issue and outlining their responsibility and the consequences of late collections. Clubs should have contact numbers for parents/guardians and if possible be provided with an alternative contact number. Parents/guardians should have a contact number for the club/coach to inform them of emergencies and possible late collections.

MALAHIDE TENNIS CLUB HEALTH CHECK

Every club involved with children and young people has a responsibility for their protection and well-being – a duty of care. There are a number of measures that organisations should put in place to safeguard children from harm. Parents are encouraged to check when they are entrusting their children to the care of others that these essential safeguards are in place. How ready is your organisation to answer these questions?

Malahide Tennis Club will strive to adopt the following guidelines and, over time, plan to adopt them as policies

A child protection policy and a procedure for what to do if there are concerns about a child's welfare. This should include having a children's officer for dealing with concerns or allegations of abuse and step by step guidance on what action to take.

A rigorous recruitment and selection process for paid staff and for volunteers who work with children. This should include application forms, interviews, references and self-declaration forms. In Northern Ireland the Ulster Branch will use the Access NI Service and administer this service for clubs. (Please contact the U.B.T.I. for further information). In the Republic of Ireland Tennis Ireland will use the Garda Vetting service and administer this service for clubs.

Adopt Tennis Ireland's written code of conduct which outlines good practice when working with children. An environment which allows bullying, shouting, sectarianism, racism, or sexism is not acceptable. There should be clear guidance about what behaviour is inappropriate in a relationship of trust between an adult and a young person. Specific guidance should be given where personal or intimate care tasks are carried out, for example with very young or disabled children.

A training plan and regular opportunities for all those in contact with children to learn about child protection and about health and safety. Unless all staff have an awareness of cruelty to children, the harm it can cause and how to act on concerns, policies, however good, will not be acted upon. See Fact Sheet 1 for contact/course details.

A "Whistle blowing" policy, that is, an open and well publicised way in which adults and young people can voice concerns about abusive or unethical conduct. It takes courage to challenge inappropriate behaviour by colleagues. When abuse occurs in organisations there is usually someone who had concerns, but may not have felt able to act on them.

Information for young people and for parents about the child protection policy and where to go for help.

Ways of making sure that the safeguards that have been put in place are working. This can be through the day to day supervision of staff and volunteers, periodic monitoring and reviews or consulting the children.

A protective culture that puts children's interest first. Children must feel confident that if they have concerns someone will listen and take them seriously.

Malahide Tennis Club plans to have policies on bullying and on health and safety. We will formulate processes for dealing with complaints and for taking disciplinary action where necessary.

If any member has a complaint they should report it to any member of the Committee who will then refer it to the Officers of the Club. The Officers, at their discretion, will discuss the complaint with the main committee before deciding on appropriate action.

RIGHTS AND RESPONSIBILITIES MATRIX FOR ALL

RIGHTS	RESPONSIBILITIES
THE CHILD AND YOUNG MEMBERS	
<p>Child/Youth members have the right to:</p> <ul style="list-style-type: none"> ★★ Be safe ★★ Be listened to ★★ Be respected ★★ Privacy ★★ Enjoy your sport in a protective environment ★★ Be referred to professional help if needed ★★ Be protected from abuse by other member or outside sources. ★★ Participate on an equal basis, appropriate to their ability ★★ Experience competition and the desire to win ★★ Be believed ★★ Ask for help 	<p>Child/Youth Members are responsible for:</p> <ul style="list-style-type: none"> ★★ Showing respect to other youth members and leaders ★★ Reporting inappropriate behaviour or risky situations for youth members ★★ Playing fairly ★★ Respecting officials and accepting decisions ★★ Showing appropriate loyalty and be gracious in defeat ★★ Respecting opponents ★★ Not cheating ★★ Not using violence
LEADERS	
<p>Leaders have the right to:</p> <ul style="list-style-type: none"> ★★ Access ongoing training and information on all ★★ aspects of leading / managing activities for youths, particularly on child protection ★★ Support in the reporting of suspected abuse ★★ Access to professional support services ★★ Fair and equitable treatment by the Governing Body ★★ Be protected from abuse by children / youths, ★★ other adult members and parents ★★ Not to be left vulnerable when working ★★ with children 	<p>Leaders are responsible for:</p> <ul style="list-style-type: none"> ★★ Fostering team work to ensure the safety of youth members in their care ★★ Using appropriate team management behaviour ★★ Responding to youth members' statements and concerns about alleged abuse ★★ Ensuring the rights and responsibilities of youth members are enforced ★★ Reporting suspected abuse to the appropriate Governing Body ★★ Not abusing members physically, emotionally or sexually ★★ Maintaining confidentiality about sensitive information ★★ Being a role model (disciplined / committed / time keeping), remember children learn by example

TENNIS IRELAND AND MALAHIDE TENNIS CLUB

Sport Governing Bodies have the right to:

- ★★ Expect all leaders to comply with its Code of Conduct
- ★★ Expect all youth members to maintain standards of reasonable behaviour
- ★★ Take appropriate action if members breach the Code of Conduct or a Governing Body Policy
- ★★ Expect all members to undertake appropriate training when advised to
- ★★ Expect leaders will not abuse members physically, emotionally or sexually
- ★★ Take appropriate action in the event of a breach of Tennis Irelands' code of conduct or suspected abuse
- ★★ Acquire pre-employment checks on all coaches/youth leaders
- ★★ Maintain records on individuals in line with advice from the data protection agency i.e. only hold records on individuals that they have a justifiable reason for holding.

Sport Governing Bodies are responsible for:

- ★★ Providing a safe environment for members
- ★★ Providing ongoing training and information for Leaders
- ★★ Implement policy and procedures in line with guidance from Our Duty to Care and the Code of Ethics for Children's Sport
- ★★ Designating a contact in each area for liaison in relation to member protection issues
- ★★ Facilitating open discussion on member protection issues
- ★★ Insisting areas provide support to members who report accusations of abuse
- ★★ Treating suspected abuse information confidentially
- ★★ Taking appropriate action if members breach standards of reasonable behaviour or Governing Body Policies and Regulations
- ★★ Establishing and maintaining a coaching register
- ★★ Setting standards of good practice
- ★★ Having knowledge of statutory child protection procedures and their responsibility in reporting concerns as advised in Our Duty to Care

PARENTS

Parents have the right to:

- ★★ Know their child is safe
- ★★ Be informed of problems or concerns relating to their children
- ★★ Be informed if their child is injured
- ★★ Have their consent sought for issues such as trips
- ★★ Contribute to decisions within the club
- ★★ Complain if they have concerns about the standard of coaching

Parents are responsible for:

- ★★ Encouraging their child to play by the rules and teach them that they can only do their best
- ★★ Behaving responsibly on the sidelines
- ★★ Showing appreciation and supporting the coach
- ★★ Ensuring their child is punctual
- ★★ Collecting their child on time
- ★★ Being realistic
- ★★ Providing their child with proper clothing and equipment
- ★★ Ensuring their child's hygiene and nutritional needs are met

For Tennis Ireland guidelines regarding junior tennis please visit/click on the link below for a comprehensive list of guidelines regarding child protection, respect and dignity within the tennis club environment.

http://www.tennisireland.ie/clubs/child_protection