

Britannia Table Tennis Club ("the Club")
Child and Vulnerable Person Protection and Safeguarding Policy

The purpose of this document is to provide a framework that protects the welfare of all children and vulnerable persons who attend the Club. They should be safe and be able to feel safe, and those adults supervising them will be aware of their responsibilities to ensure this. The officers who run the Club are and will continue to be DBS checked, details of which are published on the Club website, www.britanniatabletennisclub.co.uk.

If an incident of abuse is noticed by, alleged or disclosed to the officers of the Club, they;

- Will stay calm, listen and reassure
- Will Not ask leading questions or jump to conclusions
- Will Not promise to keep information a secret, it is likely to need to be passed on
- Will make a written record of the incident, which should be signed and dated
- Will Not state opinions as facts
- Will refer without unnecessary delay
- Will Not accept an anonymous report, the person concerned is usually a key witness

Incidents can concern physical abuse, bullying, verbal, racial and sexual harassment. Where possible, low level incidents will be dealt with immediately, but for anything potentially serious, it will be escalated to an appropriate professional authority as soon as possible. This can be done by an officer of the Club, a parent, guardian or child, to one of the following:

- Local Authority - 0300 123 2044 or LADO@suffolk.gov.uk
- Police - 999 (if urgent) or 101 (if non-urgent)
- Children's Social Services - 0808 800 4005
- Childline – 0800 1111
- Britannia TTC Safeguarding Officer - Rob Wood 07848 015686
- Table Tennis England - 01908 208860 option 3 or safeguarding@tabletennisengland.uk

No person with a conflict of interest will be involved in leading an investigation, and parents/guardians will be informed where required.

The activities of the Club will normally be confined to the Dome at Defoe Road, Ipswich, including the grounds. They may also involve giving lifts to members where consented to by parents or guardians. The Club has certain rules to protect all persons in these environments:

- Parents and guardians should make suitable arrangements for lifts and supervision at events away from the Club (e.g. tournaments or away matches). Children and vulnerable persons must be informed not to accept lifts unless arranged in advance
- Parents and guardians must make suitably safe arrangements for children coming to and leaving the Dome, whether they are dropped off/collected or can make their way to and from the Dome by themselves.
- Parents and guardians must inform the Club of any specific vulnerabilities or risks concerning their charges
- Any child or person unable to use the toilet unaided for whatever reason also requires a parent/guardian to stay

The Club hopes that all members and visitors find the activities enjoyable and stimulating, endeavouring to provide an environment to do this. The officers thank all parents and guardians for their ongoing support in this matter.

Prepared by Martin Tomes (BTTC Chair) 27/7/21
Ratified at the BTTC AGM 26/8/21

Signed Martin Tomes

Date 31/8/21